



TAMAKI PAENGA HIRA

AUCKLAND WAR MEMORIAL MUSEUM

New Zealand's Online War Memorial

CENOTAPH

HE TOA TAUMATA RAU

Interested in the military
service of your family
or your community?

Researching any
aspect of New Zealand's
military history?

Want to connect your
research with others and
make it more accessible?

Cenotaph is a resource that can help you

Cenotaph is New Zealand's online memorial to those who served this country during times of international conflict. It provides an authoritative and easy-to-use starting point for families, schools, communities, researchers and people all over the world to explore and enhance the content held about New Zealand service personnel.

Created in 1996 as a Roll of Honour, Cenotaph went online in the early 2000s and quickly developed into a national biographical database of deceased New Zealanders who served their country during conflict.

Developed and managed by Auckland War Memorial Museum, Cenotaph is a resource for the nation. The vision for Cenotaph is for it to be the gathering point for the personal and official memory of the people who served for Aotearoa New Zealand: to honour, discover, and connect.



Image: Photographer unknown. Date unknown.
Auckland War Memorial Museum call no. D538 M149

"I was able to find a photo and information on Cenotaph about my mother's only brother who was killed in World War II. My elderly mother is extremely grateful and I am absolutely thrilled to have found it. A very big thank you from my family for the work you do."

The enhancement of Cenotaph has begun

The enhanced Cenotaph website will be launched in 2014 and will see the existing database become a comprehensive online hub for sharing the stories of those who served.

Boosted by a \$300,000 grant from the Ministry for Culture and Heritage as part of WW100, New Zealand's First World War Centenary programme, Auckland Museum has begun a \$1 million+ project to redevelop and enhance the Cenotaph online memorial database.

Cenotaph aims to include a page about every New Zealand service person who served in World War I. While the focus of the redevelopment is on World War I, Cenotaph will continue to include all international conflicts with a New Zealand connection.

The Museum's intention is that the enhanced site will become a vital digital social space where enthusiasts, family and researchers alike can share their interconnecting experiences of New Zealand servicemen and women.

While facts and figures will remain an important part of Cenotaph it will increasingly feature the recording of personal stories. Where possible these stories will be made more vivid with images from the museum's collections and links to stories from other locations such as community websites.

"I visited the museum recently and discovered the incredible database you have of soldiers killed in World War I."

How to contribute information to Cenotaph

Q. How do I contribute information to Cenotaph now?

At the moment we recommend you email us at armoury@aucklandmuseum.com with any records or images. You might like to check out other records to see what types of information others have contributed to a Cenotaph record.

Q. How will I know when the enhancement is complete and I can start contributing?

The new website will be launched in late 2014. Sign up for an Auckland Museum e-news for regular updates. www.aucklandmuseum.com.

Q. Who is allowed to add information to Cenotaph?

Anyone can provide information, as long as their information is verifiable. Our practice is to prioritise information provided by family. In instances where differing information is provided, the museum may include both versions, with a clear statement of provenance or source.

Q. My relative served in World War I and his record is not on Cenotaph. Why not?

Cenotaph is a work in progress. It was originally developed as a Roll of Honour, which meant that only people whom the Museum has been able to verify as deceased have had their Cenotaph biographies published online. A subsequent digitising project added all those who embarked with the New Zealand Expeditionary Force. However, those who enlisted elsewhere, or served in the Navy, for example, can sometimes have been missed. Please do contact us at armoury@aucklandmuseum.com if you have information which enables us to publish your relative's biography.

Q. What do I need to do to make it easier for my family information or research to be considered for inclusion in Cenotaph?

The most useful thing you can do up front is include the service number of the personnel your information refers to. This is because the official records often have variations of the same name (eg Jack Smith, John Smith, J.A. Smith) and we do our best to keep the biographies connected. Also, if providing digital versions of items, please use the digitisation guidelines provided at the end of this document.

Q. My family has letters, diaries and photos that would tell more of my grandfather's story than is in his Cenotaph record. My family wants to keep these but is willing to have them scanned for inclusion in Cenotaph. Is this possible?

Letters, diaries and photos are immensely important in telling these stories. If you are sending them to us, we encourage high resolution scanned images of these items – detailed specifications are below. The museum or you may be able to create a digital copy of your documents and ensure they are included in the Cenotaph record. We would need to discuss the [access rights](#) with you beforehand, so that there is a clear understanding of how this material can be published online and used. We'll put these agreements in place before copying your material.

“Cenotaph is a fantastic resource and your team is to be warmly congratulated.”

How to contribute information to Cenotaph

Q. Will Auckland Museum guarantee to put the material I provide into Cenotaph?

Cenotaph has clear scope and objectives and it makes sense to only include material in Cenotaph that fits with these. Where we agree that material will be included in Cenotaph, we will create a licensing agreement with you before adding your material. In some instances it may make better sense to create an online link from your items to Cenotaph, rather than bring them into the database.

Q. I have some great stories about what my uncle got up to while serving. Can they be included in Cenotaph?

Soon: Currently Cenotaph does not have the ability to easily include anecdotes and tributes. The enhanced Cenotaph will provide this feature and we hope people will add in this 'community information' once Cenotaph is re-launched.

Q. I am working on a project about men from our town who went to WWI; the project will gather local information and have a website and components. Can I upload this material into Cenotaph?

Information and stories from community projects will enrich the biographies found on Cenotaph. The most important thing to do when researching is to include the service number of the personnel in your research, so that it's easy to match them with the Cenotaph record. You can do this by looking up the personnel in Cenotaph in the first instance. It is also important to clearly attribute any quotes from other sources, such as books. It may be appropriate to link these stories to Cenotaph, or in some instances to actually include them in the database. Please contact armoury@aucklandmuseum.com to discuss what would be most appropriate.

Q. The Cenotaph biography has the incorrect next-of-kin for my relative. I have documentary evidence of a different next-of-kin. Will you change the Cenotaph biography accordingly?

Next-of-kin in a legal sense and on a military record is the person the soldier named as next-of-kin and sometimes this changes, even on a military record. The information in Cenotaph has been largely gathered from the official records, with additional information provided by researchers and through fieldwork. While we cannot alter the information in the official records, we can certainly add additional information with a note of its source, and note why the official record is different. The museum will clearly distinguish between information sourced from official records and that sourced from the community. Where there has been a simple data entry error, we will of course correct the information on Cenotaph.

Q. We are investigating the women who served in WWI. Are they going to be included in Cenotaph?

Yes, Cenotaph's scope includes all those who served such as nurses, masseuses and voluntary aides. Some women served as civilians in military hospitals. It may be appropriate to link these stories to Cenotaph, or include them in the database or add information to existing records. Please contact armoury@aucklandmuseum.com to discuss what would be most appropriate.

How to contribute information to Cenotaph

Q. Our group is investigating people who served in the Merchant Navy. Are they going to be included in Cenotaph?

Yes, Cenotaph's scope includes all those New Zealanders who served in international conflicts. It may be appropriate to link these stories to Cenotaph, or include them in the database or add information to existing records. Please contact armoury@aucklandmuseum.com to discuss what would be most appropriate.

Q. I have information about my relative that might be useful for research purposes, but I don't necessarily want it published online for all the world to see. What happens then?

The Cenotaph biographies certainly record sensitive information, such as some medical records. This material is sometimes masked from online viewing but available in its aggregated form for research purposes. Where material is deemed to be sensitive or family members have expressly requested that it be masked from online viewing, we may mask certain fields. This would be agreed at the time of putting together the licensing agreement.

Q. I have letters from my mother who served as a nurse in World War II. Would you consider capturing them for Cenotaph?

The scope of Cenotaph is all New Zealanders who served in conflicts – from the New Zealand Wars until the present day. It may however take a little longer for these to be published on Cenotaph.

Q. I am currently serving in New Zealand's armed forces. Would you be interested in recording the biographies of New Zealanders who have served in recent times?

We absolutely welcome information on people involved in current conflicts. In accordance with Cenotaph as a Roll of Honour, only biographies of deceased service persons are published.

Q. What is the charge for this service?

The Cenotaph database has been developed and maintained by Auckland War Memorial Museum and it is our sincere ambition to keep this valuable resource free to all. Costs are covered by Auckland War Memorial Museum however financial donations and bequests are very welcome. We do not charge to scan, input or retrieve information within the Cenotaph database. It is freely open online, onsite and to community groups within New Zealand and the world. For more information on how to donate, contact our development team: lrudolphe@aucklandmuseum.com.

Q. I would like a high quality copy of the photograph of my relative on Cenotaph. Is this possible?

Yes, the museum offers an image order service. This is a chargeable service. For information please check out www.aucklandmuseum.com.

Q. I am creating a website to showcase my WWI research and it will have some links to Cenotaph. How can this be archived long term?

The National Library harvests New Zealand websites on a regular basis for the National Digital Heritage Archive (NDHA) and is keen to hear about WWI websites to assess whether it is appropriate to harvest them for the NDHA. We suggest you email the National Library at web.archive@dia.govt.nz to let them know about your website, including its URL.



Image: Photographer unknown.
Date unknown. Auckland War Memorial
Museum call no. D538 H531



Image: Photographer unknown.
Date unknown. Pioneer Battalion,
ANZAC Cove. Auckland War Memorial
Museum call no. D565-39 M296



Image: Photographer unknown.
Date unknown. Auckland War Memorial
Museum call no. D538 M149

How to make your images look their best in Cenotaph

Here are tips to enable your photos and images to shine in Cenotaph. Auckland Museum uses Digital New Zealand's [Make it Digital](#) guidelines*.

Digital image scanning

In order to create digital objects that are accurate copies of an original and able to be re-purposed, good practice is to create a digital master, akin to a negative. Lower resolution copies for specific purposes can then be made from the master.

Scanning black and white images in full colour allows tinting, discolouration and any markings on the image to be more clearly visible, while improving the dynamic range of greys available for revealing detail.

Bit depth	48-bit-RGB (16 bit per channel) capture
Capture format	Uncompressed TIFF or JPEG2000
Colour space	Adobe 1998 (colour)
Capture resolution	400 ppi x output length Original length.

Digital photography

The output from a digital camera is dependent on its capabilities. Generally wherever possible the camera's highest settings should be used to capture as much detail and colour information as possible. If a camera does not support raw image output, the highest detail setting for JPEG is the safest alternative for creating an image that can be re-purposed.

Bit depth	48-bit-RGB (16 bit per channel) capture
Capture format	CameraRAW or Adobe DNG
Colour space	ProPhoto
Capture resolution	Minimum of 10 megapixels.

(Except where otherwise noted, the Make it Digital Guides are licensed under a [Creative Commons Attribution 3.0 New Zealand Licence](#).)

For more information: Contact armoury@aucklandmuseum.com
* <http://www.digitalnz.org/make-it-digital>

New Zealand's Online War Memorial

CENOTAPH

COURAGE HAS MANY RESTING PLACES

Remembrance

An online place for respectful tribute to extraordinary sacrifices

Connection

Engaging with past and present family members and communities

A Place to Gather

A hub linking to and from other resources

Enrichment

Exploring New Zealand's social and military history, including personal perspectives

Legacy

Building a resource for future generations

Authoritative

A well-researched and comprehensive database of New Zealand service personnel



TAMAKI PAENGA HIRA

AUCKLAND WAR MEMORIAL MUSEUM



Manatū
Taonga

Ministry
for Culture
& Heritage