Guide to Providing Photographs of UK Memorials
(Last updated 24/3/2024)

This guide is intended to cover the project's complete set of requirements, but of course you can provide any part of them that you wish.

1 What do you need?

Required:
- A reasonable quality digital camera/phone
- Internet access
- The means to email the photographs
- The means of getting to the memorials

Advantageous, but not essential:

Please Note: We can only accept these 'project' photographs on a copyright free basis, so they must only be provided on that basis.

2 Preparation

Before you start, visit to the website's research log at [Memorials/Names - Photographs Required](#) to see what locations require photographs and let us know by emailing jontywild@hertsatwar.co.uk. We can then double check that it is not in progress already and, if not, the work will be 'logged out' to you – *this will avoid abortive work by you or others.*
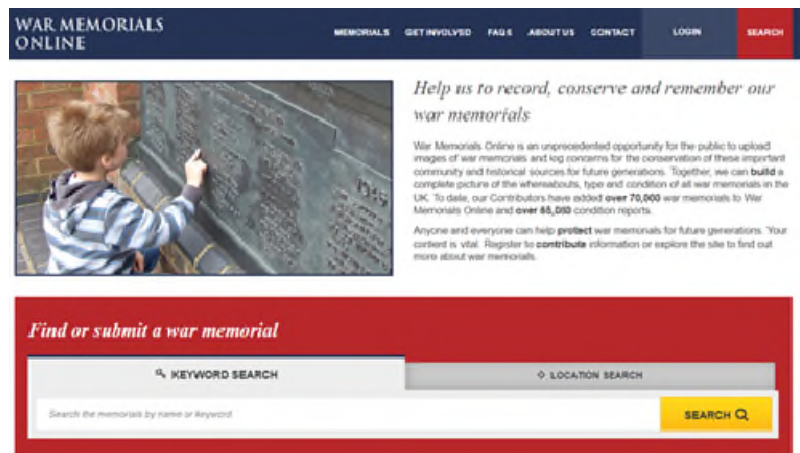
3 Getting started

3.1 Location the Memorial
If you do not already know the location of the memorial, then it may be wise to visit one (or both) of the following sources of information:

3.1.1 War Memorials Online
This data set can be found via www.warmemorialsonline.org.uk.
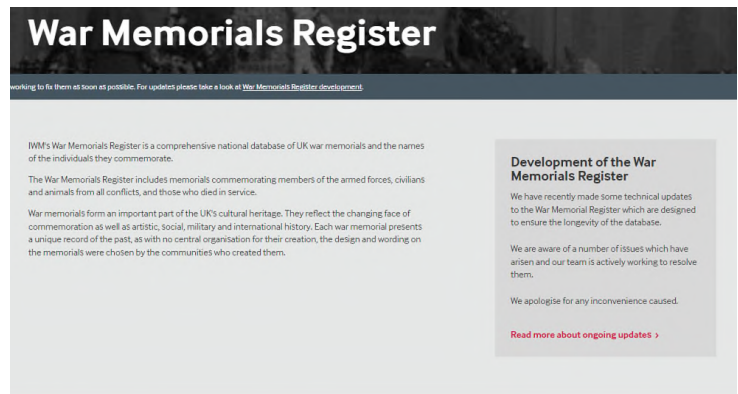

A simple search in the 'City/Town/ Village' field, say for Pirton, will produce a map which can be zoomed into, to give something like this:
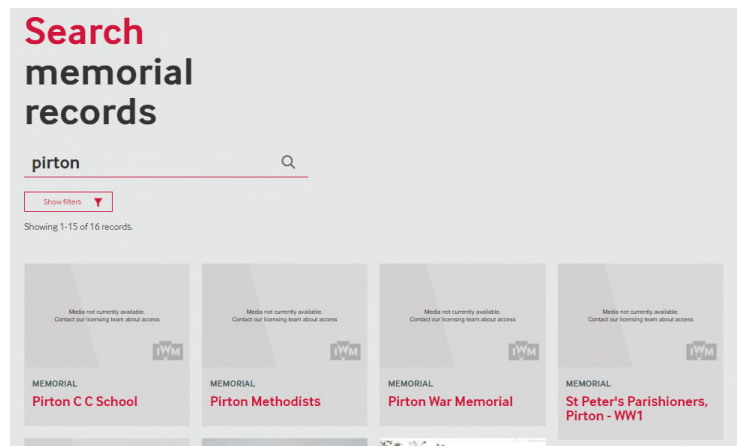
3.1.2 Imperial War Museum's War Memorials Register

The IWM's War Memorials Register can be found at www.iwm.org.uk/memorials.

A simple search in the '*City/Town/Village*' field, say for Pirton, will produce:

Find the one that you want, select it, and that will produce a page of information including the location the location, e.g.:

4 The Photographs Required

We need good photographs of each memorial, typically to include the following:
- A general photograph showing the memorial and its setting.
- The whole memorial.
- Photographs of the names appearing – *sufficient photographs, and of high enough quality, for the names and other relevant information to be read on computer screen*.

Two typical examples are provided in the appendix of this guide.

5 Information Required

As well as the photographs we would like some basic information. Typically:

- A location description or address, so that others can find the memorial easily.
- Any known access restrictions, *e.g. locked gates or doors*.
- A brief description of the memorial itself*, e.g. stone cross on a three stepped plinth.*

6 Addition Information?

If you feel particularly helpful, and if the work is not already being done by others, there are two other tasks that could be undertaken on the same visit, namely:
- A transcription of the names of those who died with any addition details appearing, such as date of death, regiment etc. preferably typed into a Word document or email.
- If the monument is in a churchyard you could also check, via www.hertsatwar.co.uk/research log to see if there are any relevant men buried and, if so, we would photographs of each headstone (*please note they are not always Commonwealth War Grave Commission headstones*). I suggest that you read "***Guidance to Photographing Headstones***" via the previous link. You may need to make contact to obtain the names and any location information that we may have.

7 When to supply the research

Please do so on a memorial by memorial basis using one of the following methods:

- For attachments of up to about 8Mb, depending on your email limits (and ours) by emailing the photographs, giving clear location details to jontywild@hertsatwar.co.uk. Making sure that you include the town or village name in the subject line of the email and the other information requested in **5 Information Required** in the text of the email.
- For large files of groups of files, exceeding 8Mb use "WeTransfer" - see help and guidance at Submit Photographs or Documents or Media.

*1 *If you do not know how to do this down load the guide:* **Guide - Sending Files and Photographs by Email** *from www.hertsatwar.co.uk/guidesandtemplates.*

> ***Thank you and now continue with your next memorial or log out more research.***

8 Appendix

8.1 Example 1 – Photographs of an External Monument

The monument

The setting

The named plaques

8.2   Example 2 – Photographs of an Internal Monument

The monument

The setting

The named plaque(s)

GREATER
LOVE HATH
NO MAN THAN THIS.

- MIRTON -
ROLL OF HONOUR
1916

		ARTHUR ODELL.	FEB. 26.
FRANK CANNON.	FEB. 15.	CHARLES WILSHERE	MAR. 24.
ALBERT ABBISS.	MAR. 29.	BERT. W.N. WILSON.	MAR. 27.
FRANK HANDSCOMBE.	JULY. 11.	HENRY CHAMBERLAINock	AP. 20.
JOSEPH FRENCH.	SEP. 4.	GEORGE CHARLICK.	JUNE.17.
JOHN F. PARSELL.	SEP. 10.	FRED. ANDERSON.	JULY. 8.
A. RAYMOND JENKINS.	SEP. 10.	ALBERT REYNOLDS.	AUG. 10.
ARTHUR WALKER.	SEP. 18	FRANCIS J. PEARCE.	SEP. 9.
SIDNEY BAINES.	NOV. 13.	FRED. BAINES.	OCT. 23.
E. CHARLES BURTON.	DEC. 21.	ARTHUR S. LAKE.	NOV. 28.
1917		FRANK ABBISS.	DEC. 25.
HARRY CRAWLEY	FEB. 26.	1919.	
GEORGE TRUSSELL.	APR. 10.	FRED. ODELL	APR. 23.
JOSEPH HANDSCOMBE.	APR. 21.	1939. – 1945.	
HARRY SMITH.	JULY. 31.	WALTER J. DAY.	JUNE. 42.
WILLIAM BAINES.	JULY. 31.	FREDERICK J. MALES.	MAY. 43.
WILLIAM T. HILL.	OCT. 9.	ROBIN HIBBARD.	FEB. 44.
ALBERT J. TITMUSS.	OCT. 23.	EDWARD S. LINDSELL.	APR. 44.
FRED BURTON.	DEC. 2.	ROBERT JARVIS.	SEP. 44.
WALTER REYNOLDS.	DEC. 4.	DOUGLAS C. FOLLINGTON	DEC. 44.
1918.			