



VIRTUAL WAR MEMORIAL AUSTRALIA IMAGE ATTRIBUTION GUIDE

Attribution is important as it is a clear statement of where you located the image and, more importantly, who the creator and/or owner of the image is. In the Australian Curriculum Achievement Standards: History, providing references is one of the basic requirements for Satisfactory Achievement at Years 9 and 10.

The Virtual War Memorial has made the attribution a required field for images. You will not be able to save an image unless you include attribution information. All images are reviewed in the Moderation process and, for copyright reasons, cannot be accepted if the attribution details do not state where the image came from.

The screenshot shows the image upload interface. On the left is a thumbnail of a black and white photograph of a group of people. To the right of the thumbnail is the 'Date taken' section with three dropdown menus for 'Year', 'Month', and 'Day', and the instruction 'Enter date, or part of, if known.' Below the date section is the 'Caption' field, which contains a detailed description of the photo: 'Manoah, Sir Josiah Symon's residence at Upper Sturt. Standing L-R: Margaret and Kilmeny. Seated L-R: Lenore, Charles, Lady Mary Eleanor Symon, Carril, Romilly and Sir Josiah Symon. Seated in front L-R: Oliver, Angel, Mary and Oscar.' To the left of the caption is the 'Attribution' field, which contains the text 'State Library of South Australia, B62727.' Below the attribution field is a checkbox labeled 'Set as Profile Photo'. At the bottom right of the form are two buttons: 'Delete' and 'Save'.

Adding a photo to the Virtual War Memorial – There is no information about who took this photo, but it currently belongs to the State Library of South Australia. You must add the image record number (this one is B62727) as well as the name of the owner of the image.

ADDING ATTRIBUTIONS

In the **caption** field, you can describe the image and include useful information.

In the **attribution** field, include as much information as you can about where the image came from:

- Who created the image? Include the name of the photographer or artist, if you know it.
- Who owns the image now? For example, does it belong to the State Library of SA or the Australian War Memorial?
- Where did you find it? If you found the image online, you can include the web address.

RECORD NUMBERS

Organisations like the State Library of SA and the Australian War Memorial assign numbers to each of the items in their collection. It is a good idea to include these numbers in the attribution field. For example, for this photo the attribution would be: State Library of South Australia, B62727.