

TOGETHER WE SERVED Save Our Veterans Stories

This Help Guide enables you to organize and gather all information associated with your Veteran Family Member's military service, ready for you to post to their Military Service Page on TogetherWeServed.net. Once completed, beautiful "Shadow Box" and "Plaque" presentations of their entire military service, including all insignia, badges, medals, photos and memories are available for you to print out and frame, or share with other family members via your own personal web address. Your Veteran will also

Obtaining a Copy of Your Veterans Discharge Certificate

be honored on Together We Served's "Roll of Honor".

When your Veteran was discharged from service, he or she would have obtained a Discharge Certificate – generally called a DD-214 – see example on Page 3. This can be useful in helping you complete your Veteran's Military Service Page if your Veteran is unavailable. If you don't have a copy of your Veteran's Discharge Certificate, a copy may be requested at the following government website.

https://www.archives.gov/veterans/military-service-record

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Military Service Information

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- 6. Units and Duty Stations Assigned To
- 7. Combat and Non-Combat Operations Participated In

TogetherWeServed.org 1 6-2016



GETTING STARTED

Step 1 – First Gather Your Veteran's Service Information Using This Help Guide

- Gather your Veteran's discharge certificate, if available, along with all service photos, medals and awards, insignia, badges and citations.
- Work with your Veteran to enter as much information as possible into the Help Guide.
 Mark all the medal ribbons, insignia and badges awarded. Scan discharge certificate and service photos to upload to their service page albums.
- Now you are ready to start building their Military Service Page which you can share with other family members.

Step 2 - Build Your Veteran's Military Service Page On Together We Served

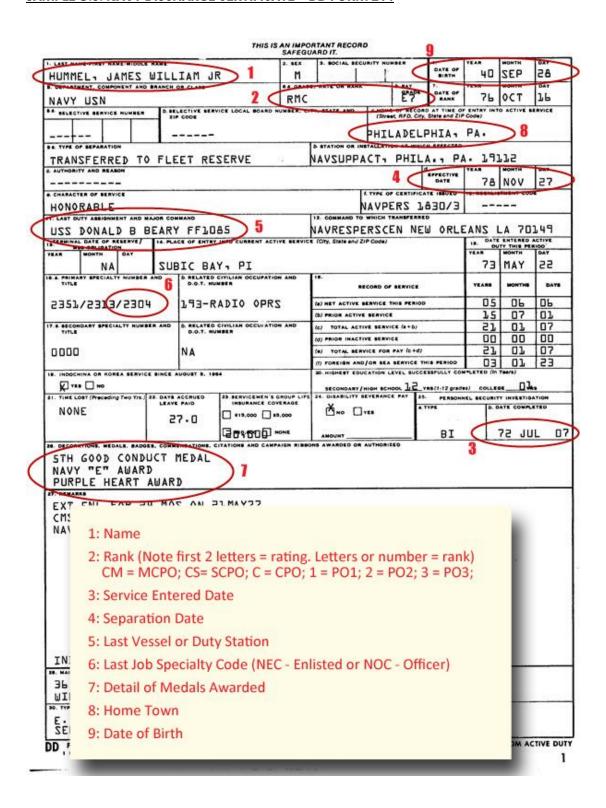
- After joining Together We Served as a Family Member, enter all the information gathered on the Help Guide into your Veteran's Military Service Page using the 'Add' button in each section. Need help? Our online Help Desk is just a click away!
- A complete service history will appear, with medal ribbons worn exactly as on uniform and all badges, insignia and unit patches correctly displayed.
- Add their photos to designated photo albums an album is available for each event in their service career - boot camp, each assignment, combat mission etc. Click the Edit button in any category to add photos to an event in that category. eg a duty station in the Assignments category.
- Click on the 'Shadow Box' and "Mini-Plaque' buttons on your Veteran's Profile Page to view unique and beautifully illustrated presentations of your Veteran's military service which can be shared or printed out and framed.

Step 3 - Capture Your Veteran's Service Memories In Their Own Words

- A unique feature of Together We Served is Service Reflections your Veteran's military memories which become an integral part of their 'Shadow Box'.
- Service Reflections is an easy to complete self-interview designed to help your Veteran remember key people and events from their military service supported by photographs.
- Once their written Reflections is completed, your Veteran is well prepared to recount their military memories in a video record if you choose to do so.
- Using the Reflections Interview Questions to guide the session, record your Veteran remembering their service using any recording device - smartphone, tablet or video camera. You can now upload your video to YouTube and insert the link in the Reflections section of their Together We Served military service page for the most complete, and most shareable, record of your Veteran's military history available.



SAMPLE U.S. NAVY DISCHARGE CERTIFICATE - DD FORM 214





Navy Job Rating Codes (eg RMC is a Chief Petty Officer with a RM (Radioman) Specialty)

ABCM Master Chief Aviation Boatswain's Mate (E-9 only)

ABM Aviation Boatswain's Mate (1944-1948)

AC Air Traffic Controller (1977-)
AC Air Controlman (1948-1977)

ACM Aviation Carpenter's Mate (1921-1940) (to AM)

AD Aviation Machinist's Mate (1948-)
AE Aviation Electrician's Mate (1948-)
AEM Aviation Electrician's Mate (1942-1948)

AerM Aerographer's Mate (1942-1948)

Aerog Aerographer (1923-1942)

AETM Aviation Electronic Technician's Mate (1945-1948)

AF Photographer's Mate (1948-1950)

AF Photographer's Mate (1948-1950) (to PH)

AFCM Master Chief Aircraft Maintenanceman (E-9 only) (1963-)

AG Aerographer's Mate (1948-)

AK Aviation Storekeeper (1948-2003) (to SK)
AL Aviation Electronicsman (1948-1959) (to AT)

AM Aviation Metalsmith (1921-1948)
AM Aviation Structural Mechanic (E-8 only)

AMM Aviation Machinist's Mate (1921-1948) (to AD)

AO Aviation Ordnanceman (1948-)
AOM Aviation Ordnanceman (1921-1948)
AP Aviation Pilot (1924-1933) (1942-1948)

AQ Aviation Fire Control Technician (1954-1991) (to AT)

AR Airship Rigger (1943-1948) (to AM)

AR Aviation Rigger (1921-1927)

AR Quartermaster (Aviation) (1917-1921)
ARM Aviation Radioman (1942-1948) (to AL)
ART Aviation Radio Technician (1942-1945)

AS Aviation Support Equipment Technician (1966-)

AT Aviation Electronics Technician (1948-)

AVCM Master Chief Avionics Technician (E-9 only)

AW Aviation Warfare Systems Operator (1993 -2008)

AW Master Chief Naval Aircrewman (2008-) (E-9 only)

AW Aviation Antisubmarine Warfare Operator (1968-1993)

AX Aviation Antisubmarine Warfare Technician (1962-1991)

AZ Aviation Maintenance Administrationman (1964-)

B Boilermaker

BM Boatswain's Mate (1893-)

BMSTR Bandmaster



BR	Boilermaker (1956-1971)
BT	Boiler Technician (1976-)
BT	Boiler Tender
BT	Boilerman (see WT Watertender)
BU	Builder (1948-)
BUG	Bugler (1871-1948)
BUGMSTR	Buglemaster (1927-1948)
CE	Construction Electrician (1958-)
CE	Construction Electrician's Mate (1948-1958)
CM	Carpenter's Mate (1885-1948) (to DC)
CM	Construction Mechanic (1958-)
CMC	Command Master Chief (E-9 only)
CS	Culinary Specialist (2004-)
CS	Commissary Steward (1902-1948)
CS	Commissaryman (1948-1974) (to MS)
СТ	Communication Technician (1948-1976)
СТ	Cryptologic Technician (1976-)
CU	Constructionman (E-8, E-9 only) (from BUC, EAC, SWC)
DC	Damage Controlman (1948-1972) (to HT) (19??-)
DK	Disbursing Clerk (1948-2005) (to PS)
DM	Illustrator Draftsman (1961-2006) (to MC)
DP	Data Processing Technician (1967-1998) (to RM)
DS	Data Systems Technician (1961-1998) (to ET or FC)
DT	Dental Technician (1948-2005) (to HM)
EA	Engineering Aide (1961-)
EM	Electrician Mate (1921-)
EN	Engineman (1948-)
EO	Equipment Operator (1958-)
EOD	Explosive Ordnance Disposal Technician (2006-)
EQCM	Master Chief Equipmentman (E-9 only)
ET	Electronics Technician (1948-)
EW	Electronic Warfare Technician (1971-2003) (to CTT)
FC	Fire Controlman (1985 -) [Surface]
FC	Fire Controlman (1921-1955)
FP	Pipefitter (1948-1958) (To SF)
FT	Fire Control Technician (1955-1985)
FT	Fire Control Technician (1985-) [Submarine]
GF	Aviation Guided Missleman (1953-1960)
GM	Gunner's Mate (1885-) (E-7 to E-9 only)
GS	Guided Missileman (1953-1961) (to MT)
GS	Gas Turbine System Technician (1978-)
HM	Hospital Corpsman (1948-)
HT	Hull Technician (1972-)



IC	Interior Communications Electrician (1948-)
IM	Instrumentman (1961-1999) (to IC, EM, ET or AT)
IS	Intelligence Specialist (1975-)
IT	Information Systems Technician (1999-)
JO	Journalist (1948-2006) (to MC)
LI	Lithographer (1948-2006) (to MC)
LN	Legalman (1973-)
LS	Logistics Specialist (2009-)
M	Metalsmith
MA	Machine Accountant (1948-1967) (to DP)
MA	Master-at-Arms
MC	Mass Communications Specialist (2006-)
ME	Metalsmith
ML	Molder (1917-1929) (1943-)
MM	Machinist's Mate (1893-)
MN	Mineman (1943-1947) (1948-)
MoN	MM Motor Machinist's Mate
MR	Machinery Repairman (1948-)
MS	Mess Management Specialist (1974-2004) (to CS)
MT	Missile Technician (1961-)
MU	Musician (1948-)
NC	Navy Counselor
ND	Navy Diver (2006-)
NW	Nuclear Weaponsman (to GMT, WT)
OM	Opticalman (1948-2004)
OS	Operations Specialists (1972-)
ОТ	Ocean Systems Technician (E-9 only)
P	Photographer (1921-1942)
PC	Postal Clerk (1959-2009) (to LS)
PH	Photographer's Mate (1950-2006) (to MC)
PhM	Pharmacist's Mate (to HM) (1916-1948)
Phol	VI Photographer's Mate (1942-1948)
PI	Printer (see LI)
PICM	` ",
PM	Patternmaker
PN	Personnelman (-2005) (to PS)
PR	Aircrew Survival Equipmentman (1965-)
PR	Parachute Rigger (1942-1965)
PS	Personnel Specialist (2005-)
PT	Photo Intelligenceman (1957-1975) (to IS)
QM	Quartermaster
RD	Radarman (1943-1972) (to OS)
RM	Radioman (1921-1999) (to IT)



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RP	Religious Program Specialist (1979-)
RT	Radio Technician (to ET)
SA	Special Artificer (to 1948)
SB S	pecial Warfare Boat Operator (2006-)
SC	Ship's Cook (1893-1948) (to CS)
SD	Steward (1943-1975) (to MS)
SF	Shipfitter (1901-1948) (To ME and FP), (1958-?)
SH	Ship's Serviceman (1943-)
SK S	Storekeeper (1916- 2009) (to LS)
SM	Signalman (1921-1948 (to QM) (1956-2003) (to QM)
SO	pecial Warfare Operator (2006-)
SO	Sonarman (1943-1964)
SoM	Soundman
SPCM	Master Chief Steam Propulsionman (E-9 only)
ST	Sonar Technician (1964-)
St	Steward
StM	Steward's Mate
SV	Surveyor (1948-1959) (to EA)
SW	Steelworker (1948-)
T	Telegrapher (1926-1948) (to TE)
TC	Turret Captain (1903-1948) (to GM)
TD	Tradevman (Training Devicesman) (1948-1984)
TE	Teleman (1948-1962) (to RM or YN)
TM	Torpedoman (1921-1942)
TM	Torpedoman's Mate (1942-2007) (to GM)
UT	Utilitiesman (1948-)
WT	Watertender (1884-1948) see BT
WT	·
YN	Weapons Technician (1986-1995) Yeoman
TIV	reoman



Basic Veteran Information (Numbers Reference Red Numbers on Discharge Certificate) First Name: Last Name: Initial: Name (1) Nickname/ Military Codename Color of Sleeve Chevrons: Final Rank (2) Red [] Gold [State: Zip: State / Zip Code of Residence Date of Birth (9): Home Town (8): Date of Birth (9) Home Town (8) State of Birth: Country of Birth: State/ Country of Birth **Contact Phone Number Contact E-mail Address** Start Date (3): Separation Date (4): Service Years (3) (4) a) Veteran b) Retired c) Active d) Reserve Service Status (Circle) Last Rating (2) Last Specialty Code (6) Last Rating + Job Specialty Code (2) (6) **Last Ship or Duty Station** Assigned To (5) **Hashmarks** Number of Diagonal Stripes: (Service Stripes on Sleeve) **Breast Badges Shown on** Primary Breast Badge (Above Ribbons): Secondary Breast Badge (Below Ribbons): Uniform (See Appendix to Identify) Language(s) Spoken



Medals and Awards (See Medals Reference in Appendix)		
Medals and Awards	1.Name:	11. Name:
If a medal was awarded more than once, list each	<u>Year:</u>	Year:
award separately along with its year of award.	2. Name:	12. Name:
awaiu.	<u>Year:</u>	<u>Year:</u>
	3. Name:	13. Name:
	<u>Year:</u>	<u>Year:</u>
	4. Name:	14. Name:
	Year:	Year:
	5. Name:	15. Name:
	Year:	Year:
	6. Name:	16. Name:
	<u>Year:</u>	<u>Year:</u>
	7. Name:	17. Name:
	<u>Year:</u>	<u>Year:</u>
	8. Name:	18. Name:
	<u>Year:</u>	<u>Year:</u>
	9. Name:	19. Name:
	<u>Year:</u>	<u>Year:</u>
	10. Name:	20. Name:
	<u>Year:</u>	<u>Year:</u>



Service History: Recruit Or Officer Training and Assignments			
Recruit or Officer Training (Boot Camp)	Training School Name: Location:		Company: Platoon:
	Month:	Year	

Assignment #1	Ship, Duty Station or	Formal School:	Rank:
Ship Duty Station			Job Code:
Formal Schools			Location:
	Start Year:	End Year:	
Assignment #2	Ship, Duty Station or	Formal School:	Rank:
			Job Code:
			Location:
	Start Year:	End Year:	Location.
Assignment #3	Ship, Duty Station or	Formal School:	Rank:
			Job Code:
			Location:
	Start Year:	End Year:	
Assignment #4	Ship, Duty Station or	Formal School:	Rank:
			Job Code:
	Start Year:	End Year:	Location:
Assignment #5			_
7.00igiiiioiit #0	Ship, Duty Station or	Formal School:	Rank:
			Job Code:
			Location:
	Start Year:	End Year:	
Assignment #6	Ship, Duty Station or	Formal School:	Rank:
			Job Code:
		- 11/	Location:
	Start Year:	End Year:	



Assignment #7	Ship, Duty Station or Formal School:	Rank:
		Job Code:
	Start Year: End Year:	Location:
Assignment #8	Ship, Duty Station or Formal School:	Rank:
		Job Code:
		Location:
	Start Year: End Year:	
Assignment #9	Ship, Duty Station or Formal School:	Rank:
		Job Code:
	Start Year: End Year:	Location:
Appierment #40	Start real. End real.	
Assignment #10	Ship, Duty Station or Formal School:	Rank:
		Job Code:
	Start Year: End Year:	Location:
Assignment #11	Ship, Duty Station or Formal School:	Rank:
		Job Code:
		Location:
	Start Year: End Year:	
Assignment #12	Ship, Duty Station or Formal School:	Rank:
		Job Code:
		Location:
	Start Year: End Year:	
Assignment #13	Ship, Duty Station or Formal School:	Rank:
		Job Code:
	Start Year: End Year:	Location:
Assignment #14		Pank
	Ship, Duty Station or Formal School:	Rank:
		Job Code:
	Start Year: End Year:	Location:



	Service History: Combat and Non-Combat Operations
Combat / Non-Combat Operations #1	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #2	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #3	Name of Operation: Dates of Operation: Memories:

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Combat / Non-Combat Operations #4	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #5	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #6	Name of Operation: Dates of Operation: Memories:



Medals and Awards (See Medals Reference in Appendix)

Medals and Awards 1.Name: 11. Name: Year: Year: If a medal was awarded more than 2. Name: 12. Name: once, list each award separately along with its year of Year: Year: award. 3. Name: 13. Name: Year: Year: 4. Name: 14. Name: Year: Year: 5. Name: 15. Name: Year: Year: 6. Name: 16. Name: Year: Year: 7. Name: 17. Name: Year: Year: 8. Name: 18. Name: Year: Year: 19. Name: 9. Name: Year: Year: 10. Name: 20. Name: Year: Year:

