



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 be honored on Together We Served's "[Roll of Honor](#)".

Obtaining a Copy of Your Veterans Discharge Certificate

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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U.S. ARMY ASSISTED VETERAN HELP GUIDE

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.



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SAMPLE U.S. ARMY DISCHARGE CERTIFICATE – DD FORM 214

THIS IS AN IMPORTANT RECORD SAFEGUARD IT.

PERSONAL DATA	1. LAST-NAME, FIRST NAME-MIDDLE NAME STANLEY RICHARD INLAND 1		2. SERVICE NUMBER RA17657685		3. SOCIAL SECURITY NUMBER [REDACTED]		
	4. DEPARTMENT, COMPONENT AND BRANCH OR CLASS ARMY-RA INF 2		5. GRADE, RATE OR RANK PV1	6. PAY GRADE E1	7. DATE OF RANK DAY: 15 MONTH: JUN YEAR: 70		
	8. U. S. CITIZEN <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	9. PLACE OF BIRTH (City and State or Country) MINNEAPOLIS MINN		10. DATE OF BIRTH DAY: 4 MONTH: JUN YEAR: 46		11. DATE OF CERTIFICATE ISSUED DAY: MONTH: YEAR:	
SELECTIVE SERVICE DATA	12a. SELECTIVE SERVICE NUMBER NA		12b. SELECTIVE SERVICE LOCAL BOARD NUMBER, CITY, COUNTY, STATE AND ZIP CODE NA		13. DATE INDUCED DAY: MONTH: YEAR:		
TRANSFER OR DISCHARGE DATA	14a. TYPE OF TRANSFER OR DISCHARGE DISCHARGE		14b. STATION OR INSTALLATION AT WHICH EFFECTED FT DIX NJ				
	15. REASON AND AUTHORITY AR 635-212 SPN 46A		16. EFFECTIVE DATE DAY: 11 MONTH: AUG YEAR: 70	17. CHARACTER OF SERVICE CO B 6TH BN 15TH INF 3RD INF DIV USAREK UNDER HONORABLE CONDITIONS			
	18. LAST DUTY ASSIGNMENT AND MAJOR COMMAND NA		19. CHARACTER OF SERVICE NA		20. REENLISTMENT CODE RE3B		
SERVICE DATA	21. TERMINAL DATE OF RESERVE/UNIT'S OBLIGATION DAY: MONTH: YEAR:		22. CURRENT ACTIVE SERVICE OTHER THAN BY INDUCTION a. SOURCE OF ENTRY: <input type="checkbox"/> ENLISTED (First Enlistment) <input type="checkbox"/> ENLISTED (Prior Service) <input checked="" type="checkbox"/> REENLISTED		23. TERM OF SERVICE (Years) 6		24. DATE OF ENTRY DAY: 24 MONTH: AUG YEAR: 64
	25. PRIOR REGULAR ENLISTMENTS ONE		26. GRADE, RATE OR RANK AT TIME OF ENTRY INTO CURRENT ACTIVE SVC PFC E3		27. PLACE OF ENTRY INTO CURRENT ACTIVE SERVICE (City and State) KOREA		
	28. HOME OF RECORD AT TIME OF ENTRY INTO ACTIVE SERVICE (Street, Apt. No., City, County, State and ZIP Code) 360 EAST 98TH STREET BLOOMINGTON (HENRIEPT) 20 MINN 55431		29. SPECIALTY NUMBER & TITLE & RELATED CIVILIAN OCCUPATION AND D.O.T. NUMBER 11B20 LT WENS INF 6 NONE		30. STATEMENT OF SERVICE		
31. DECORATIONS, MEDALS, BADGES, COMMENDATIONS, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED		32. EDUCATION AND TRAINING COMPLETED		33. FOREIGN AND/OR SEA SERVICE (City and State)			
34. MEDALS AND RIBBONS AWARDED OR AUTHORIZED GOOD CONDUCT MEDAL NATIONAL DEFENSE SERVICE MEDAL COMBAT INFANTRY MEDAL EXPERT INFANTRY BADGE ARMY OCCUPATION MEDAL (BERLIN) VIETNAM SERVICE MEDAL VIETNAM CAMPAIGN MEDAL PURPLE HEART		35. EDUCATION AND TRAINING COMPLETED GED HS 64 GED 1 YR COLL 67 ATP 21 114		36. CODE OF CONDUCT GENEVA CONV			
VA AND EMP. SERVICE DATA	37. VA AND EMP. SERVICE DATA		38. MONTH ALLOTMENT DISCONTINUED NA		39. VA BENEFIT XX \$15,000		
REMARKS	40. REMARKS BLA TAI 59 2		41. REMARKS		42. REMARKS		
AUTHENTICATION	43. AUTHENTICATION		44. AUTHENTICATION		45. AUTHENTICATION		

- 1: Name
- 2: Rank
- 3: Service Entered Date
- 4: Separation Date
- 5: Last Unit
- 6: Last Military Occupation Specialty (MOS)
- 7: Detail of Medals Awarded
- 8: Home Town
- 9: Date of Birth



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Basic Veteran Information (Numbers Reference Red Numbers on Discharge Certificate)

Name (1)	Last Name:	Initial:	First Name:
Nickname/ Military Codename			
Final Rank (2)			
State / Zip Code of Residence	State:	Zip:	
Date of Birth (9) Home Town (8)	Date of Birth (9):	Home Town (8):	
State/ Country of Birth	State of Birth:	Country of Birth:	
Contact Phone Number			
Contact E-mail Address			
Service Years (3) (4)	Start Date (3):	Separation Date (4):	
Service Status (Circle)	a) Veteran b) Retired c) Active d) Reserve		
Last Military Occupational Specialty Number (6)			
Last Unit or Duty Station Assigned To (5)			
Hashmarks (Service Stripes on Sleeve)	Number of Diagonal Stripes: Number of Horizontal Stripes:		
Language(s) Spoken			



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Medals and Awards (See Medals Reference in Appendix)

Medals and Awards (7)

If a medal was awarded more than once, list each award separately along with its year of award.

1. Name:

Year:

2. Name:

Year:

3. Name:

Year:

4. Name:

Year:

5. Name:

Year:

6. Name:

Year:

7. Name:

Year:

8. Name:

Year:

9. Name:

Year:

10. Name:

Year:

11. Name:

Year:

12. Name:

Year:

13. Name:

Year:

14. Name:

Year:

15. Name:

Year:

16. Name:

Year:

17. Name:

Year:

18. Name:

Year:

19. Name:

Year:

20. Name:

Year:



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Service History: Recruit Or Officer Training and Assignments

Recruit or Officer Training (Boot Camp)	Training School Name:	Company:
	Location:	Platoon:
	Month: _____ Year _____	

Assignment #1 Unit Duty Station Formal Schools	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:
Assignment #2	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:
Assignment #3	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:
Assignment #4	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:
Assignment #5	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:
Assignment #6	Unit, Duty Station or Formal School:	Rank:
	Start Year: _____ End Year: _____	Job Code: Location:



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Assignment #7	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #8	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #9	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #10	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #11	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #12	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #13	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:
Assignment #14	Unit, Duty Station or Formal School: Start Year: End Year:	Rank: Job Code: Location:



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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:



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Combat / Non-Combat Operations #7	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #8	Name of Operation: Dates of Operation: Memories:
Combat / Non-Combat Operations #9	Name of Operation: Dates of Operation: Memories:



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