Note 2: Autobiographical Preparations for Future Memorial Article

The purpose of these notes is to assist company reps to explain and manage at company level our class-wide endeavor to gather from each classmate both autobiographical text and person historical data that one day will inform the efforts of those who will author his memorial article and potentially reduce the time-consuming research that could be involved.

There are numerous sources available to authors of memorial articles: testimonials by friends and family, his obituary, his military service record, class publications (the Howitzer, 10- and 20-year reunion books, The Legacy Book), AOG’s Register of Graduates, resumes, public record on the internet, etc.

However, our experiences clearly show us that first-person contributions will significantly enhance and enrich the quality of the memorial. This becomes especially true as we age, as we forget, and as we lose some of those friends and relatives who could provide wonderful testimonials. Autobiographical sources enable the author to properly address not only the classmate’s path in life, his contributions, and his successes but also the essence of his character in a most positive manner.

**What autobiographical information would be helpful?**

-Draft your own memorial article OR prepare a short bio or “selfie” with highlights of your life that are important to you. This should include information not easily found elsewhere. See the attached AOG guidance “Autobiographical Data in Support of Future Memorial Articles” which also includes the form noted in the next line below.

-Complete the AOG form “Supplemental Information in Support of Future Memorial Articles.”

**Where should it be filed?**

-AOG maintains a historical record of mostly self-reported info on each graduate in his Cullum File. For privacy and security concerns, sensitive information like SSNs is redacted, and only graduates can access their own file prior to their death. This a safe and lasting repository of personal and professional information, especially in supporting the writing of one’s memorial article. The Spring 2021 edition of AOG’s magazine *West Point* has a superb article entitled “Connecting the Lives and Service of West Point Graduates” that explains this and other similar AOG services to graduates.

-If the classmate prefers, the same information can be filed at home in a place known to the next-of-kin, other family members and the potential author of the memorial if one has been so identified.

**What should company reps attempt to track?** Please track classmates auto biographical efforts in one of these four categories:

Category IV: Nothing prepared to date

Category III: Completed Supplemental Information Form filed at home with Bio, a work in progress

Category II: Completed Supplemental Information Form filled in Cullum File; Bio and other papers completed and filed at home

Category I: The requested form and autobiographical materials are completed and filed in Cullum File