



FamilySearch Family Tree: Overview and Navigation

Objectives

By the end of this class, you will learn:

- How to navigate the FamilySearch Family Tree.
- The basic features of FamilySearch Family Tree.

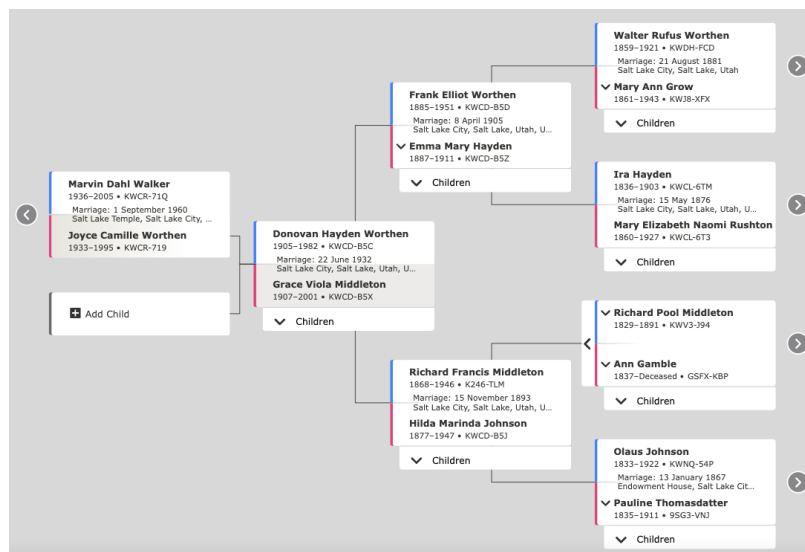
FamilySearch Family Tree

Purpose: To build your tree with ease, collaborate with others, and connect with other family members.

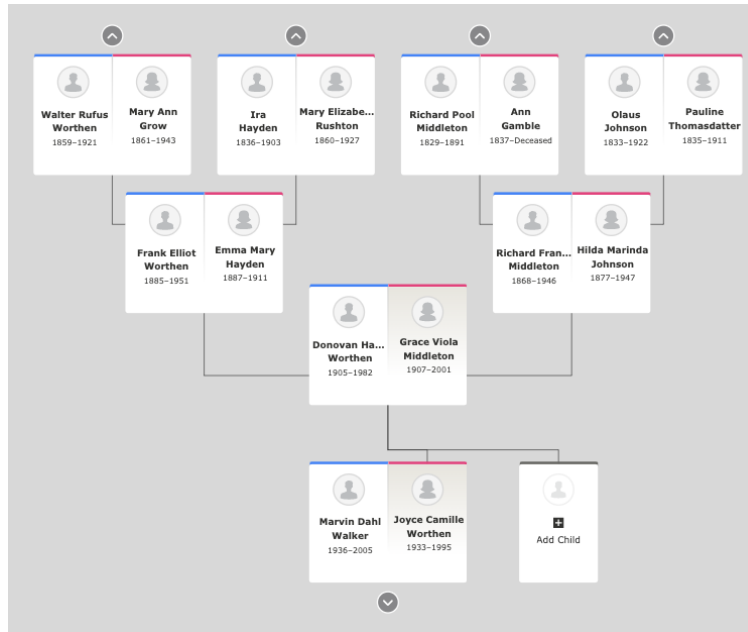
Learn more about the FamilySearch Family Tree by going to <https://www.familysearch.org/tree/overview>.

Tree Views

Landscape: This view appears more like the traditional pedigree chart. You can see up to four (4) generations at a time. In this view, you can see the birth and death years of an individual, the marriage date and place of a couple, and a portrait of an individual, if one has been set.



Portrait: This view is a vertical version of the pedigree chart. You can see up to four (4) generations as a time. In this view, you can see the birth and death years of an individual, and their portrait image, if one has been set.



Fan Chart: This view shows a fan that extends from four (4) to seven (7) generations at a time. In this view you can see the birth and death years of an individual. This view has six (6) different sub-views:

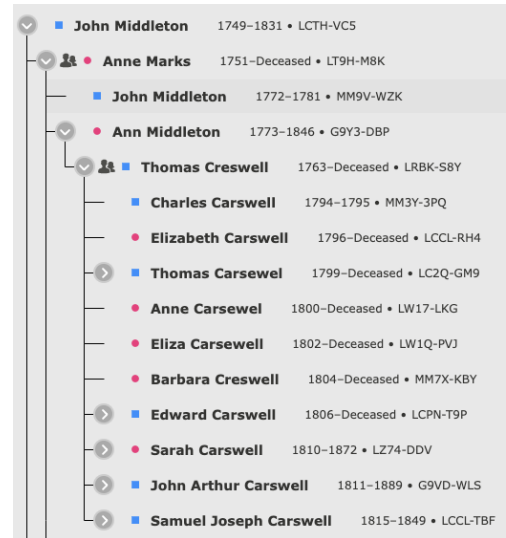
- **Family Lines:** This sub-view divides the fan chart into four lines: Paternal Grandfather, Paternal Grandmother, Maternal Grandfather, and Maternal Grandmother
- **Birth Place:** This sub-view will indicate the birth country for each individual that appears on the fan chart.
- **Sources:** This will indicate which individuals on your fan chart have sources attached. It indicates the number of sources by four categories: 0 sources, 1-4 sources, 5-9 sources, and 10+ sources.
- **Stories:** This will indicate which individuals on your fan chart have stories added. It indicates the number of stories by four categories: 0 stories, 1-4 stories, 5-9 stories, and 10+ stories.
- **Photos:** This will indicate which individuals on your fan chart have photos added. It



indicates the number of photos added by four categories: 0 photos, 1-4 photos, 5-9 photos, and 10+ photos.

- **Research Helps:** This will indicate which individuals on your fan chart have data problems, record hints, or research suggestions.

Descendancy: This view shows the descendants of an individual. This view allows you to extend one (1) to four (4) generations for all lines. You can extend the lines even farther, but the tree will only do it automatically for those generations. In this view you can see the birth and death years of an individual.



Person Page

Menu Items

- **Details:** This item includes all of the dates, places, and relationships of the individuals. This is also the page where you can access the Research Help, Search Records, Latest Changes, Tools, and Print menus.
- **Time Line:** This item allows you to view the life of the individual. You can also plot the events on a map.
- **Sources:** This item allows you to view and attach sources to the individual.
- **Collaborate:** This item allows you the ability to leave notes or have a discussion space for yourself and other.
- **Memories:** This item allows you to view and add photos, documents, stories, and audio files for this individual.

Details:

- **Life Sketch:** This is where you can create a short summary of the individual's life. You have up to 10,000 characters.
- **Vitals:** This is where you can add and edit vital information. FamilySearch has defined vital information as: Name, Sex, Birth, Christening, Death, and Burial.
- **Other Information:** This area allows you to add other events that may have occurred in the individual's life. Some events that are commonly added include, but are not limited to: Alternate Name, Immigration, Naturalization, Residence, Custom Event, and more. You can even add facts about the individual, such as: Physical Description, Race, No Children, No Couple Relationships, and more.
- **Family Members:** This area shows your individual as a family member. It is divided into two segments. On the left, you will see the individual as a parent. This is where you can add a spouse and children. On the right, you see the individual as a child. This is where you can add parents and siblings.
- **Research Help:** This area shows if the individual has any Data Problems, Record Hints, or Research Suggestions. It will give you the total number of these; however, it will only show three at a time.
- **Search Records:** This area allows you to select from a provided list of websites to autofill a

search on those sites. The sites include FamilySearch, Ancestry, FindMyPast, MyHeritage, Geneanet, Filae, and Google.

- **Latest Changes:** This area shows you the last three (3) merges that have occurred on this individual. It also links you to a page where you can see all of the changes that have occurred on the individual since its creation.
- **Tools:** This area allows you to find Possible Duplicates and initiate merges with duplicate individuals. It will also autofill a search for similar individuals within FamilySearch Family Tree. You can also Report Abuse and Delete Person, if available.
- **Print:** This allows you to print a Pedigree Chart, Portrait Pedigree, Fan Chart, Family Group Record, and Family Group Record with Sources. Printing from the Person Page will place the individual in the primary position on those printouts.

Recents

This list shows the last 50 individuals that you have viewed in either Tree or Person view. This list also allows you to add the ID Number of an individual and go directly to that Person Page. The final available option is to Add an Unconnected Person to FamilySearch Family Tree.

Find

This search engine allows you to search for individuals within FamilySearch Family Tree. This will ONLY search Family Tree.

Following

This list shows all the individuals that you are following. You will receive weekly notifications on anyone on that list that has had a change. On this list you can add labels to the individuals, view the changes, unfollow an individual, and see who else is following that same individual.

You can follow any individual, whether they are related to you or not. The only individuals that you cannot follow are living individuals.

My Contributions

This page indicates all the contributions that you have added to FamilySearch Family Tree. These contributions include changes you have made to individuals. You can also see stats of the sources, memories, and people you have added to Family Tree.

Private People allow you to see all the living people you have added to Family Tree. As you cannot follow them, this is where you can keep track of them.