

# FamilySearch Indexing

**Indexing Wiki**

## What is a Wiki?

A wiki is a website where all available information on a topic is gathered in a central location for easy access. On some wikis users can add, modify, or delete its content. Wikis are typically powered by wiki software and are often created collaboratively, by multiple users. Examples include community websites, corporate intranets, knowledge management systems, and note taking.

The most famous wiki in existence today is Wikipedia.org. It is the world's largest encyclopedia, which is written entirely by volunteers. In 2008, FamilySearch launched its own wiki to provide guidance about how to do genealogical research.

# FamilySearch Research Wiki

The screenshot shows the FamilySearch Research Wiki homepage. At the top, the FamilySearch logo is on the left, and navigation links for 'Learn', 'FamilySearch Centers', 'Indexing', and 'Blog' are in the center. On the far right, 'Help' and 'Sign in' links are visible. Below the main navigation, a secondary bar contains 'Page', 'Edit', 'Discussion', and 'History' tabs, along with 'Watch', 'Share', and 'Print' icons. The main heading 'Research Wiki' is in a large, purple font, followed by the subtitle 'Free family history research advice for the community, by the community'. A search box is present with the text 'Learn from our 65,935 articles.' and a search icon. Below the search box, a keyword example 'Iowa cemeteries' is shown, and a link 'Browse by country' is at the bottom left. On the right side, a 'New to the Research Wiki?' section contains a paragraph about learning and sharing knowledge, a 'Learn More' button, and a 'Feedback' button. Below this, a 'Views' section is partially visible.

Help Sign in

FAMILYSEARCH Learn FamilySearch Centers Indexing Blog

Page Edit Discussion History Watch Share Print

## Research Wiki

Free family history research advice for the community, by the community

Learn from our 65,935 articles.

Keyword example: Iowa cemeteries

*Browse by country*

New to the Research Wiki?

In the FamilySearch Research Wiki, you can learn how to do genealogical research or share your knowledge with others.

[Learn More](#)

Feedback

Views

Page

Because no one can be an expert in all localities, records, languages, or ethnic groups, the purpose of the Research Wiki is to collaborate and share knowledge designed to encourage and eventually enable all people, anywhere in the world, to know where to find, how to use, and how to analyze genealogy records about their ancestors.

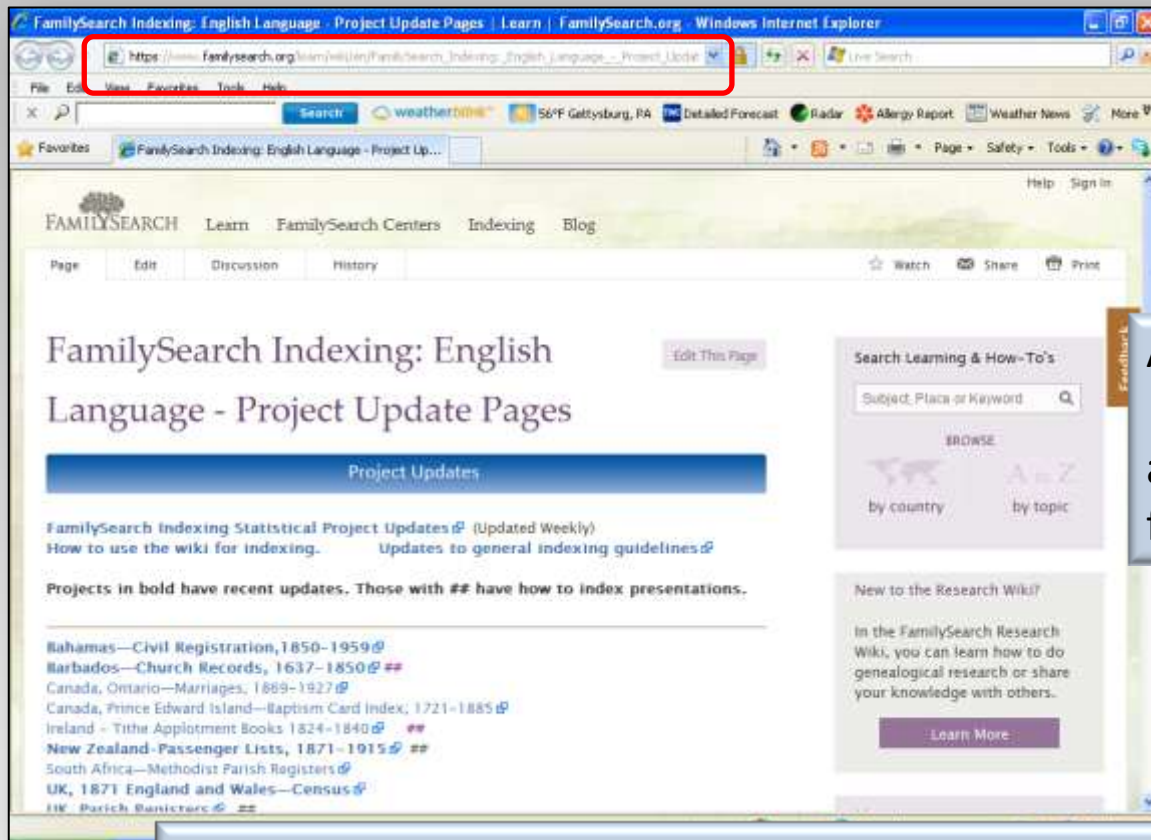
# The Indexing Wiki

The indexing wiki was created to provide a central site where information could be accessed easily and changed quickly. The Wiki provides indexers with much more information about a project than we are able to include within the indexing program. New English language indexing projects are being linked to the Family-Search indexing Wiki. It is used to assist patrons and missionaries in their indexing efforts.

The material available on the wiki includes:

- Project updates
- A list of current projects
- A list of project completion percentages
- Project instructions
- Field helps
- Basic indexing guidelines
- Indexing presentations

# How To Access the Indexing Wiki



A link should be added to your favorites or an icon added to your desk top for quick access.

The home page for the indexing wiki is:

[https://www.familysearch.org/learn/wiki/en/FamilySearch\\_Indexing:\\_English\\_Language\\_-\\_Project\\_Update\\_Pages](https://www.familysearch.org/learn/wiki/en/FamilySearch_Indexing:_English_Language_-_Project_Update_Pages)

# How To Access the Indexing Wiki

The screenshot shows the FamilySearch Indexing interface for the project "US, Pennsylvania-County Marriages, 1885-1950/004541336[69]". The main area displays a table of marriage records. The table has columns for "Image-Record", "Page or Certificate", "\*Groom's Given Name", "\*Groom's Surname", and "Groom's T". The records are listed in a grid, with some rows highlighted in red. The bottom status bar indicates "Image 8 of 8", "Record 15 of 16", "Required Field: Groom's Surname", and "Completion: 100%".

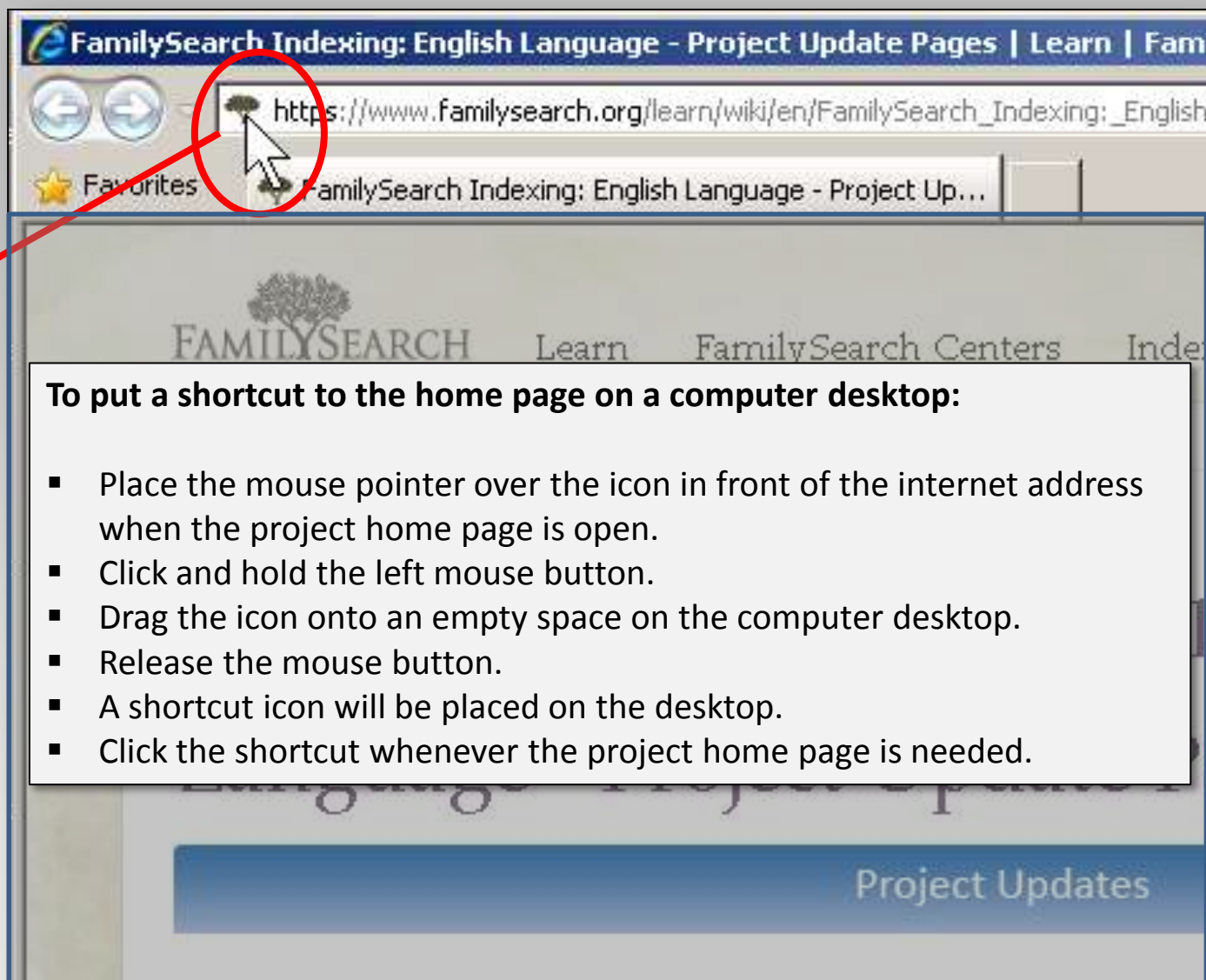
Image-Record	Page or Certificate	*Groom's Given Name	*Groom's Surname	Groom's T
01 - 01	228	Theodore S	Rodlehack	
02	229	Albert	Malinowski	
02 - 01	230	Richard James	Searle	
02	231	Sabitino	Mignino	
03 - 01	232	Joseph A	Rush	
02	233	Laender Francis	Zwiebel	Jr
04 - 01	234	Adam	Fedashks	
02	235	Franklin	Williams	
05 - 01	236	Christopher I	Weaver	

The sidebar on the right contains a "Field Help" section with a "Project Instructions" tab. Under "Additional Information", there is a list of links: "Project home page", "Basic indexing guidelines (for all projects)", "Field helps (comprehensive list of all field helps)", "Project updates (current information and questions and answers about this project, updated as needed)", and "FamilySearch indexing home page". A red arrow points to the "Field helps" link.

Most English Language projects take you directly to the wiki when you click on **Project Updates** (Located under the Project Instructions tab.)



Shortcut icon  
on Desktop for  
Project Updates  
(The icon may  
vary in  
appearance.)



**To put a shortcut to the home page on a computer desktop:**

- Place the mouse pointer over the icon in front of the internet address when the project home page is open.
- Click and hold the left mouse button.
- Drag the icon onto an empty space on the computer desktop.
- Release the mouse button.
- A shortcut icon will be placed on the desktop.
- Click the shortcut whenever the project home page is needed.

# Indexing Wiki Home Page

## FamilySearch Indexing: English Language - Project Update Pages

[Edit This Page](#)

### Project Updates

[FamilySearch Indexing Statistical Project Updates](#)  (Updated Weekly)  
[How to use the wiki for indexing.](#)      [Updates to general indexing guidelines](#) 

Projects in bold have recent updates. Those with ## have how to index presentations.

**Australia, Queensland—Cemetery Records, 1811–1985**  **##**  
**Bahamas—Civil Registration, 1850–1959**   
**Barbados—Church Records, 1637–1850**  **##**  
Canada, Ontario—Marriages, 1869–1927   
Canada, Prince Edward Island—Baptism Card Index, 1721–1885   
Ireland – Tithe Applotment Books 1824–1840  **##**  
**New Zealand—Passenger Lists, 1871–1915**  **##**  
South Africa—Methodist Parish Registers   
**UK, 1871 England and Wales—Census** 

Links are listed for  
other areas.

On this page links are  
provided for each project.  
Those projects with recent  
updates are in bold. Those  
with presentations are marked  
with ##.



# Statistical Updates Page

FamilySearch Indexing: English Language - Project Update Pages

[Project Updates](#)

FamilySearch Indexing Statistical Project Updates [\(Updated Weekly\)](#)  
How to use the wiki for indexing. [Updates to general indexing guidelines](#)

To access, click on the **Statistical Updates** link

FamilySearch Indexing Updates

[Project Updates](#)

January 9, 2012

**Recently Released Projects:**

- Australia, Queensland - Cemetery Records
- UK, England and Wales—1871 Census for London and Surrey [Part D]
- Italy, (URGENTE) Campobasso- Civil Registers, Births 1875-1901
- Sweden, Sodermanland - Church Records to 1860 [Part 3]

**Recently released projects** are listed at the top.

**Current FamilySearch Indexing Projects with Arbitration less than 99% Completed**

Project	Language	Percent Arb
Argentina, Córdoba, Alta Gracia—Catholic Church Records, 1759-1946	Spanish	51.53%
Australia, Queensland—Cemetery Records, 1811-1985	English	0.00%

Current projects and their **percent of arbitration** are listed at the bottom.

## Indexing Wiki Home Page

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[Updates to general indexing guidelines](#) 

Projects in **bold** have recent updates. Those with **##** have how to index presentations.

Learn how to use the wiki by  
viewing this presentation.




This link allows access to  
updates to **general indexing  
guidelines.....**

# General Indexing Updates Page

Sign up to receive  
**E-mail Notifications of Updates.**

Click to access links to  
an **indexing knowledge  
database** similar to the  
Resource Guide.

FamilySearch Indexing: General  
Indexing Updates


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**General Indexing Updates**

**Foster Parents** – Index foster parents if the biological or adoptive parents are not recorded.

**Birth Records** – if there are two dates – index the earliest date. (1 / 3)

Did you find this article helpful?

☆☆☆☆☆ 

Updates to **General  
Indexing Guidelines**  
are listed here.

# Indexing Wiki Home Page

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Canada, Prince Edward Island—Baptism Card Index, 1721–1885 

Ireland - Tithe Applotment Books 1824–1840  **##**

**New Zealand—Passenger Lists, 1871–1915**  **##**

South Africa—Methodist Parish Registers 

**UK, 1871 England and Wales—Census** 

**UK, Parish Registers**  **##**

US, 1880 Census—England, Wales, and Ireland 

To see an update page, click  
on the project name.

# Indexing Wiki Project Page

## FamilySearch Indexing: US—1940 Federal Census, Project Updates

[Edit This Page](#)

The updates page for the 1940 Census now contains a link showing what percentage of each state has been indexed and some additional helps.



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[How To Library](#)



[Updates Home](#)

[Overview/Links](#)

[Project Updates](#)

[Additional Helps](#)

[FAQ](#)

**Overview/Links** – A summary of the project and links to project information.

**Project Updates** – Lists changes made after the project was released.

**Additional Helps** – Presentations and other resources to improve the ease and quality of indexing.

**FAQ** – Observations related to the project.

# Overview

## FamilySearch Indexing: US—1940 Federal Census, Overview

[Edit This Page](#)[Overview/Links](#)[Project Updates](#)[Additional Helps](#)[FAQ](#)

### About This Project


Beginning in 1790, a federal census has been taken in the United States at the beginning of each decade. Census records are released to the public 72 years after the census was taken. The 1940 U.S. Federal Census, released this year, is the largest and most comprehensive collection available containing information about those who were living in the United States at the time. The 1940 census included standard questions about the names, races, ages, and birthplaces of respondents and the people in their households. It also included additional questions about education, income and occupation, and where people lived five years before the census was taken.


### Sample Images


- [Population Schedule](#)
- [Absent Household Schedule](#)
- [Preliminary Population Schedule](#)
- [Nonresident Schedule](#)

**Overview/Links** – A summary of the project and links to project information.

# Project Updates

 Sign up for Email Notification of Updates

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**Presentation – How to Index the 1940 Census**

**Percent Completion of Each State** 

**Image Type:**

You may download a blank form—(The image is a form with no information filled in except perhaps some header information entered at the top of the form, but has no names recorded.) Mark this as a Blank Image in the Header area and submit the batch.

You may download a duplicate image. Please index – do not mark as duplicate.

**Number of Household:**

Do not confuse the house number (which is recorded in column 2 of the census form) and the number of household (which is recorded in column 3 of the census form). In this project, you will index only the number of household—the number in column 3.


If you need to capture the Household Number and/or the Surname from the previous image and the image is a duplicate, or the numbers are not in the proper sequence, mark these fields blank.

When there is only a T in the number of household field, mark the field blank.

**Project Updates –**  
Lists changes made  
after the project  
was released.

# Additional Helps

[Overview/Links](#) [Project Updates](#) [Additional Helps](#) [FAQ](#)

 **Presentations**

- [Indexing the UK 1871 Census](#)
- [Adjusting Highlights](#)
- [Video – Introduction to the 1871 UK Census](#)
- [Video – Tips for the 1871 UK Census](#)

[List of Old English Census Occupations](#) [List of parishes in Jersey and Guernsey](#)  
[Alternative UK Place Name Site – Genuki](#) [\(Link to the Wales Place Name Index\)](#)

<a href="#">Bedfordshire</a>	<a href="#">See the List of places in Bedfordshire</a>
<a href="#">Berkshire</a> (Berks)	<a href="#">See the List of places in Berkshire</a> <a href="#">and the List of civil parishes in Berkshire</a>
<a href="#">Buckinghamshire</a> (Bucks)	<a href="#">See the List of places in Buckinghamshire</a>
<a href="#">Cambridgeshire</a> (Cams)	<a href="#">See the List of places in Cambridgeshire</a>
<a href="#">Cheshire</a>	<a href="#">See the List of places in Cheshire</a>
<a href="#">Cornwall</a>	<a href="#">See the List of places in Cornwall</a>
<a href="#">Cumberland</a>	(Now part of Cumbria)

**Additional Helps –**  
Presentations and  
other resources to  
improve the ease and  
quality of indexing.



# FAQ

[Overview/Links](#)[Project Updates](#)[Additional Helps](#)[FAQ](#)

**FAQ – Observations**  
related to the project.

The following questions have been raised about the Ireland Calendar of Wills and Administrations project.

## Topic: Woman's Maiden Name

**Question:** Under the Field Help it states that a woman's maiden name was often shown following the word 'otherwise,' but how do we know that the 'otherwise' name is a maiden name and not a name from a previous marriage? Should we assume that the 'otherwise' name is a maiden name?

**Answer:** The field help states, *"If a woman's maiden name and married surname were both recorded, index all surnames in the Surname field, with the maiden name first. (The maiden name was often shown following the word 'otherwise,' as in 'Margaret Anderson otherwise Payton.')*"

This field help does not suggest that all occurrences of the word *otherwise* refer to maiden names. Most often, the word *otherwise* refers to aliases or variants of a person's name. When the calendar entry seems clear that "otherwise" refers to a maiden name (for example, if a sibling's name or parent's name is included in the calendar entry), index name as a maiden name. Otherwise, treat it as referring to an alias name.

# General Messages

**FAMILYSEARCH** [Learn](#) [FamilySearch Centers](#) [Indexing](#) [Blog](#)

[Page](#) [Edit](#) [Discussion](#) [History](#)

## FamilySearch Indexing: US—1940 Federal Census, Project Updates

The updates page for the 1940 Census now contains a link showing what percentage of each state has been indexed and some additional helps.

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[Presentation – How to Index the 1940 Census](#)

[Percent Completion of Each State](#)

The **General Messages** change to reflect current indexing issues.