# A Guide to Arkivalieronline

Accessing the Digitized Civil Records

# Accessing the Civil Records is Simple! Just follow these 6 Steps...

- I. Begin by going to the website <a href="https://www.sa.dk/ao">www.sa.dk/ao</a>
- 2. Once at the website, click on the drop-down arrow

#### Words to Know...

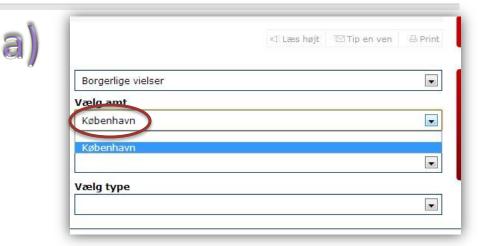
Danish	English
Arkivalier	Records
Vælg	Choose
Borgerlige	Civil
Vielser	Weddings
København	Copenhagen
Amt	County
Kommune	Commune
Туре	Туре
Register	Register
Ægteskabsbog	Marriage Book
Duplikat	Duplicate
Fra	From
Til	То
Opslag	Image



3. When you click on the drop-down box, you will see a list of options. Click on the word "Borgerlige vielser" for the civil marriage records. Civil birth and death records have not been digitized as of now.

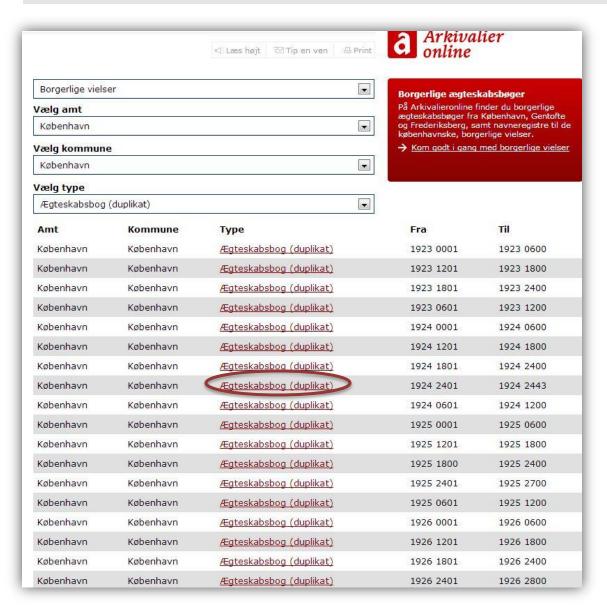


- 4. Once you have clicked on the civil marriage records link, a new drop down box will appear. From here you will need to choose:
  - a) First, the <u>Amt</u>, or county, of interest. As of right now, only the county of Copenhagen is available for research.
  - b) Next, choose the <u>kommune</u> you wish to search in.
  - c) Finally, you are given a choice to search either the marriage records or the register to the marriage records.









5. After choosing the desired jurisdictions, a list of the available records for the area will appear below the drop-down boxes. Determine what time period you need to search for the marriage record and click on the corresponding red link to access the records.



It is good to note that the civil marriages are only available from 1923

At this point of time, you will need to make sure that *Java* is downloaded on your computer, otherwise you will not be able to download the records. In the near future, Java will no longer be necessary. You can download Java at <a href="https://www.java.com">www.java.com</a>.



6. After clicking on the link, a new window will pop up. The buttons on the left are the "Opslag," or image, links. Click on an image link.

When the link turns green, the image is downloaded and ready to view.

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