FamilySearch Family Tree:
Person Page

Objectives

By the end of this class, you will learn:

- How to add, edit and standardize the information of an individual on the person page in FamilySearch Family Tree.
- The basic features of vital and other information sections in the 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.

Brief Life History

This is where you can create a short summary of the individual's life. You have up to 10,000 characters. Based on the vital information provided, the computer will auto-generate a life history. But you can write a different one and publish that instead.

Alert Notes

If you go collaborate and then create a discussion, you can check a box to make it an alert note. The alert note you create will be put on the top of their tree.

Vitals

This is where you can add and edit vital information.

Click on **Detail View** to display details of the following fields:

- **Name**: To edit, click on **Edit**. You may choose the desired language by clicking on the arrow in the language box. A dropdown menu with languages will appear. Click the language you want. If your choice of language isn't there, select **Other.** You may also add **Title** or Suffix. Click **Save** to save your changes.
- **Sex**: This will indicate the gender of the individual.
- **Birth**: Enter date of birth and birthplace.
- **Christening**: Enter date and place of christening.
- **Death**: Enter date and place of death.
- **Burial**: Enter date and place of burial.

Other Information

This area allows you to add other events that may have occurred in the individual's life.

Click on **+Add Information** to see the list of all fields that you can add information to.

Click on **Detail View** to display details.

- **Alternate Name:** Enter alternate name here. You can choose from **Also Known As, Birth Name, Married Name,** or **Nickname.** You may also choose your desired language by clicking on the arrow in the language box.

Events

- **Affiliation**: Enter clubs, fraternal organizations, non-profit organizations, communities, groups, or societies.
- **Bar Mitzvah**: Enter date and place.
- **Bat Mitzvah:** Enter date and place.
- **Cremation:** If the individual was cremated, enter the date and place.
- **Immigration:** Enter description, date, and place of immigration.
- **Military Service:** Enter description, date, and place of military service.
- **Naturalization:** Enter description, date, and place of naturalization.
- **Nobility Title:** Enter description, date, and place of receiving nobility title.
- **Occupation:** Enter description, date, and place of occupation.
- **Religious Affiliation:** Enter description, date, and place of religious affiliation.
- **Residence:** Enter description, date, and place of residence.
- **Still born:** If this is a stillborn child, enter date and place.
- **Custom Event:** Add events that are not mentioned in the above fields. Enter title, description, date, and place.

Facts

- **Caste Name:** Enter description of caste name.
- **Clan Name:** Enter description of clan name.
- **National Identification:** Enter description of national identification.
- **National Origin:** Enter description of national origin.
- **No Couple Relationships:** Enter explanation or reason to indicate this person had no couple relationships.
- **No Children:** Enter explanation or reason to indicate this person had no children.
- **Physical Description:** Enter physical description such as, height, weight, scar, moles etc.
- **Race:** Enter race.
- **Tribe Name:** Enter tribe name if applicable.
- **Custom Fact:** Add events that are not mentioned in the above fields and do not have date or place.

Reason This Information Is Correct

In all above fields, you will find an accompanied **Reason This Information Is Correct** box. Include in this box a clear explanation or reason how you know the information is correct.

Standardized Dates and Places

Using standard formats for dates and places in Family Tree improves the accuracy and searchability of the information you enter.

- Many places have or have had the same or similar names. People write dates in many ways. Family Tree helps you standardize dates and places as you enter them.
- Standardized dates and places (also called "standards") improve the accuracy of the search, record hints, and duplicates features of Family Tree.
- The list of standardized versions can speed up data entry for you.
- When a date or place does not have a standard, Family Tree identifies it as a data problem and displays a red exclamation point next to it. To fix this problem, open the Edit box, click on "No Standard Selected," and select a standard.
- If you see a map location icon next to the name of a place, it means that it already matches our list of standardized locations.
- If you do not see a map location icon next to the name of a place, the place-name might still be standardized. It may simply contain a more specific geographical location than the standard.
- **Note:** Never delete correct place name information just to get a map location icon to display. Map location icons are not required and have no bearing on the correctness of the place name displayed.