

## Navigating FamilySearch

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Explain pros and cons of shared genealogy, sources, images, and a wiki which **anyone** can edit?

- I. Three ways to open FamilySearch.
  - A. by clicking on a shortcut link
  - B. by typing in the URL address box: **familysearch.org**
  - C. from a Google search
- II. Opening a free FamilySearch account, and then signing-in.
  - A. Start with the [Free Account] button in the upper-right corner.
  - B. If you are LDS, you will need your membership record number (see your ward clerk).
  - C. Tip: you must activate your account by clicking a link found in your e-mail.
  - D. The [Sign-In] tab is in the upper-right corner. If you sign-in you can contribute/edit data.
- III. Find these parts of FamilySearch, and explain their primary uses.
  - A. **Family Tree**: (1) to create an increasingly more accurate, well-documented common pedigree, (2) for LDS accounts: help submit names for proxy temple ordinances.
  - B. **Memories** shares photos, stories, documents, and audio.
  - C. **Search**
    1. Historical records—original sources some indexed, some digitized, and some both
    2. Genealogies—compiled Ancestral File, Pedigree Resource File, IGI, Community Tree
    3. Catalog—primarily from the Family History Library
    4. Books (digitized) from Family History Library, Allen County Public Library, et. al.
    5. Wiki—a how-to-research ancestors encyclopedia by places and genealogical topics.
  - D. **Indexing** volunteer to index digitized genealogical sources to help other researchers.
  - E. **Get help** (varies by tab you are on when you click Get Help) FAQs, Learning Center (100s of teaching videos), getting started, handouts and guides, contact us
    1. Family History Center help (Get Help > Help Center > Family History Center)
    2. Mobile Apps help (Get Help > Help Center > Mobile)
    3. Partners help (Get Help > Help Center > Partners)
    4. **Learning Center** video courses
    5. **What's New** (in Get Help pull down menu) vs. **What's New** (Family Tree tab)
  - F. **FamilySearch Blog** (in footer) general genealogy and FamilySearch products blog
  - G. **Feedback** (in footer) to fix problems, and **My Cases** (in Get Help) to view progress.
  - H. **FT Support** (at the Family History Library on B2) problems with ordinances, live/dead, merge/delete, pre-1500 people, or Jewish Holocaust problems.
- IV. Research Strategies—Only rookies give up if the first search fails.
  - Look for spelling variations—see Wiki **Guessing a Name Variation**.
  - To narrow the search results list, add additional search term data.
  - To expand the search results list, delete some of the search term data.
    - A. Tree (Find: Refine, New, Advanced)
      1. Landscape view—pedigree left to right
      2. Portrait view—pedigree bottom to top
      3. Fan Chart view—radial pedigree from hub to outside edges
      4. Descendancy view—up to four generations of descendants
    - B. Memories: photos, stories, documents, and audios.

- ★ C. Historical Records—billions of records help to uncover an ancestor’s life history.
  - 1. **Refine** (Caution: results lists may differ!) Use **Reset** frequently.
  - 2. to limit search to one place: Use **Restrict Records by Location** filter under the name.
  - 3. to limit search to one source: **Browse All Published Collections** then select the title
- D. Genealogies (compiled): filters: Ancestral File, Ped Res File, IGI, or Community Trees
- E. Community Trees—emphasis on locality-based compiled genealogy
- F. FamilySearch Catalog by place, surname, title, author, subject, keyword, call #, film #
  - 1. individual searches
  - 2. combined searches
- G. Books—search by surname, and sometimes add the state where they settled.
- H. Wiki
  - 1. by place (town, county, state, province, or nation)
  - 2. by topic (ethnic, political or religious groups)
  - 3. by category
- V. Editing and contributing to FamilySearch Tree
  - A. Editing Tree from the right side menu
    - 1. Tree person **Record Hints**—potential sources our computer thinks probably match
    - 2. Tree person **Research Help**—you ask the computer to go hunt for potential sources
    - 3. Tree person **Possible Duplicates**—Caution: **Merge** vs. **Not a Match** vs. do nothing
    - 4. Tree person nuclear annihilation option of last resort: **Delete Person** is to be avoided because it makes attached ordinance information vanish—prefer **Merge**.
    - 5. Tree *couple* **Delete Relationship**—without erasing people, it detaches from a spouse
  - B. Adding data and editing a Tree person from her or his various windows:
    - 1. in *Vital Information* window: +**Add**, and > **Open Details** in order to **Edit**
    - ★ 2. in *Other Information* window: +Add: by category, or **Custom Event**, or **Custom Fact**
    - 3. in *Family Members* window: +**Add Spouse** and +**Add Parent** and +**Add Child** and +**Add Child with an Unknown Mother**
    - 4. in *Family Members* window hover over child’s name to **Edit Parents**
    - 5. in *Family Members* window EDIT COUPLE allows you to add marriage related events
  - C. Sources. Why bother?—It is the most valuable part of your work to other researchers.
    - 1. in FamilySearch Tree Person window > Sources window
      - a. **Open Details** in Sources to **View**, to **Edit**, or to **Detach** a source
      - DEMO b. **Create a New Source** for creating a new source citation from scratch
      - c. **Attach from Source Box** for linking the same source to multiple events or people
      - DEMO 2. attach from Historical Records: > Details > **Attach to Family Tree**
      - 3. attach from Ancestry > Save (or Screen Print) then upload to Memories, or cite URL
      - 4. attach from cell phone (or other digital images) upload to Memories, or cite URL
      - SHOW 5. hack: first upload an image to Memories, then use that URL as its source citation link
- V. Contributing to other parts of FamilySearch
  - A. Genealogies: contributing GEDCOM files, or a Community Tree.
  - ★ B. Memories: how to **Upload** and **Tag** and **Attach** photos, stories, documents, or an audio,
  - C. Research Wiki: contribute or edit a Wiki page—see Wiki . **Help:Contributor Help**.
  - D. Indexing: a way to give back to the genealogy community.
- VI. Apps (like Puzzilla): ♦ <https://familysearch.org/apps/> and ♦ <https://familysearch.org/products/> and ♦ <https://familysearch.org/blog/en/partner-certification-newsmarch-2015/> and ♦ <https://familysearch.org/blog/en/partner-newsapril/>