

FamilySearch Basics

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FamilySearch includes Family Tree, Memories (photos, stories, documents, audio), Search (records, genealogies, catalog, books, wiki), Indexing, and Temple (reserving names for Temple ordinances). We will briefly highlight most of these areas in this class with the exception of Indexing.

General

- ❖ *Log in* and preferences: be sure your email is visible so you can be contacted
- ❖ New Views: just accept and love the improvements!
- ❖ Where the data came from: LDS Temple ordinance records and more
- ❖ *Get Help*
 - Call Center
 - Self Help
 - Help Center (Partner Sites)
 - Learning Center

FamilySearch Family Tree

- ❖ *Zoom level*
- ❖ *Expand and Contract* family lines
- ❖ *History*: Click on the down arrow to the right of TREE or PERSON
- ❖ Living People (privacy)
- ❖ Open a *summary card* for an ancestor
 - Study the information: is it logical? does it fit with what you know? do the math.
- ❖ Open the *person page* for that person. Note 3 tabs: *Details*, *Memories*, and *Ordinances*
 - Person and spouse are on left
 - Highlighted person's parents shown on the right
- ❖ If multiple spouses are showing, are they correct?
 - Are the children shown the children of those parents, or are they identified as adopted, etc.?
 - What to do if child is attached to wrong parents: delete the relationship
- ❖ *Alternate views*: Landscape, Portrait, Fan, Descendancy and uses of each
- ❖ *Changing information* that is incorrect or missing
- ❖ *Add ancestors, individuals, and families*
- ❖ *Add sources*
- ❖ *Merge duplicates*: **ALWAYS** check for duplicates

Memories

- ❖ *Photos*: gather them, scan, attach, and tag to everyone in photo
- ❖ *Stories*: scan and convert to text if possible

- ❖ *Documents*: pdf or jpg format usually
- ❖ *Audio*: record stories from living relatives
- ❖ *People*: see what others have added
- ❖ *Albums*: can use for storage

Descendancy View and Ordinances

- ❖ Use this view and/or Puzzilla.org to find lines to do descendancy research
- ❖ When you document and add new people you can reserve the names for Temple ordinances.

Search

- ❖ *Hints*: **Carefully** evaluate them as they may not be the correct person. Check location.
- ❖ *Search records*, those that FamilySearch suggests and others
- ❖ Click on the *Search* tab and go to *Browse All Published Collections*
 Filter by the type of record you need
 Click on *Last Updated* to see how many record collections were added in the past few days!
- ❖ *Catalog*: search from largest jurisdiction to smallest to see available records
- ❖ *Books*: more than 250,000 from many libraries. You can contribute your books to this.
- ❖ *Wiki*: does not help you find names. Leads you to research possibilities and has links to invaluable resources

Indexing

Explore on your own or get someone to help you get started in this important effort

Temple

- ❖ Names reserved for 2 years
- ❖ Select those you want to do ordinances for and print the FOR (Family Ordinance Request). Take this form to a Temple and they will print the cards for you. This will change to print cards at home.

Additional Resources

Three excellent resources for learning features of FamilySearch and Family Tree are:

- ❖ Thefhguide.com (The Family History Guide) Strongly Recommended
- ❖ YouTube BYU Family History Library Strongly Recommended for training videos on many subjects.
- ❖ FamilySearch->Get Help->Learning Center->[FamilyTree Training Lessons](#) and Videos->View This Lesson (an extensive series of written and video presentations that will lead you through all aspects of the program. Done by Leland Moon)