

FamilySearch Basics

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 Family Tree, Memories, and Search in this class focusing on basic navigation of each section and hints to maximize your effectiveness in using FamilySearch.

General

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

FamilySearch Family Tree

- ❖ *Zoom level*
- ❖ *Tips*: changes according to the page you have open
- ❖ *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?
- ❖ 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
- ❖ *Analyze the data*:
 - If multiple spouses are showing, are they correct?
 - Are the children shown the children of those parents, or are they identified as adopted, etc.?
 - You can change the status of children (biological, adopted, step)
 - If a child is attached to wrong parents: delete the relationship and attach to correct parents
 - do the math (for example, are the children born before the mother could have had children?)
- ❖ *Changing information* that is incorrect or missing
- ❖ *Add ancestors, individuals, and families*
- ❖ *Add sources*
- ❖ *Merge duplicates*: **ALWAYS** check for duplicates.
- ❖ Check Tips and Help to solve problems and questions.
- ❖ *Alternate views*: Landscape, Portrait, Fan, Descendancy and uses of each

Memories

- ❖ *Photos*: gather them, scan, attach, and tag to everyone in photo
- ❖ *Stories*: scan and convert to text if possible. Cut and paste is safest way to add stories.
- ❖ *Documents*: pdf or jpg format usually
- ❖ *Audio*: record stories from living relatives
- ❖ *People*: see what others have added
- ❖ *Albums*: can use for storage and sharing with family

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 220,000 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), or print cards at home, trim and take to the temple (saves time).

Four Additional Excellent Resources for FamilySearch and Family Tree

- ❖ Thefhguide.com (The Family History Guide) Strongly Recommended
- ❖ [YouTube.com](https://www.youtube.com/channel/UC...) search for [BYU Family History Library channel](#). Strongly Recommended for training videos on many subjects. Videos are 5 minutes to 1 hour depending on subject.
- ❖ Watch the [BYU Webinars](#). Find them on the BYU Family History Library homepage.
- ❖ FamilySearch->Get Help->Learning Center->[FamilyTree Training Lessons](#) and Videos->View This Lesson.