Research Skills taught: <u>Sign in</u> with your LDS User Name and Password
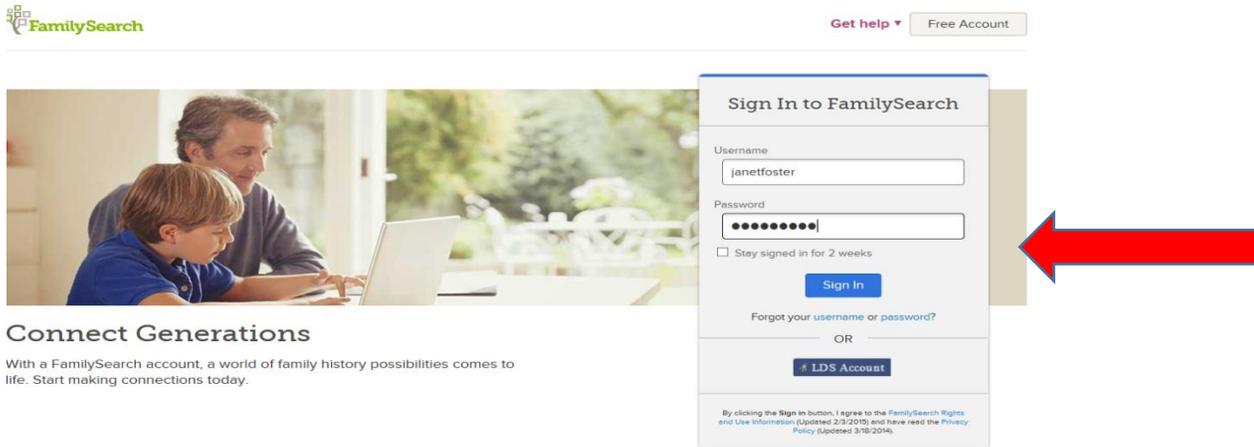
FamilySearch Family Tree - Tips for using the <u>Person Page</u>
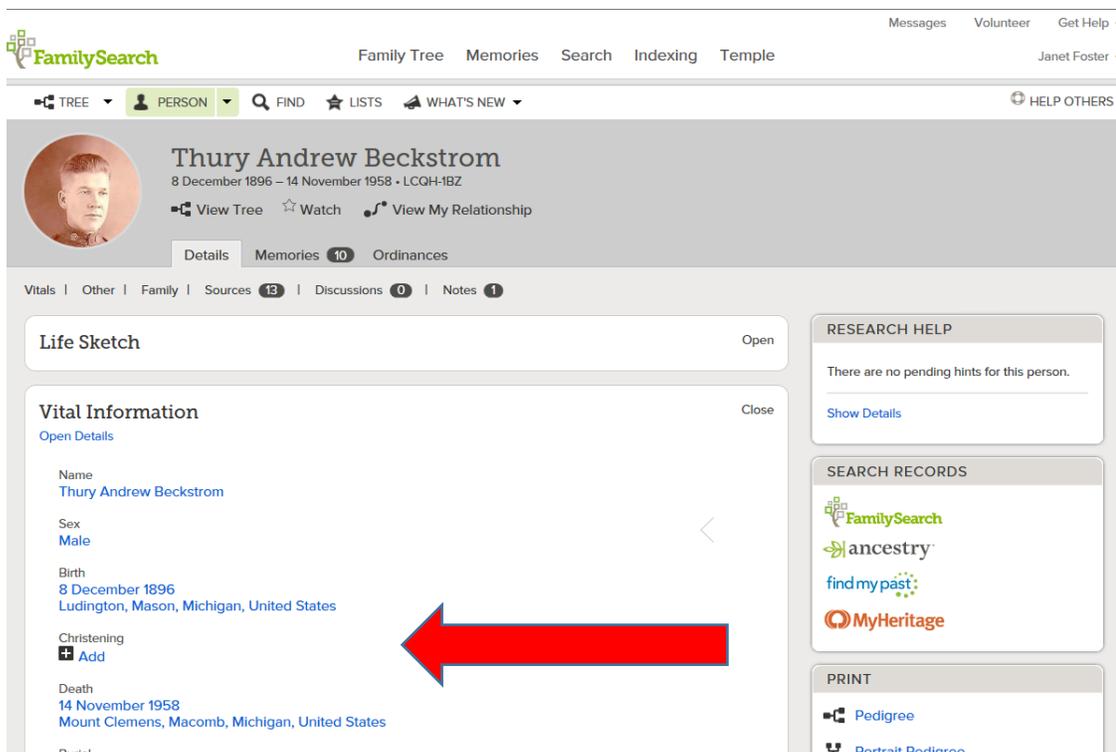
If a date or place is not standardized, click in the field at the end of the date or place, and then press the spacebar. You'll see a list of standardized dates or places. Click the correct one.

- To edit information such as names or events, click the item and then click **Edit** on the right.

- To edit a parent-child relationship, click on child's pencil and then click **Remove or Replace**.

- To search Historical Records and find sources for a person, go to **Search Records** click on **FamilySearch icon** and it will search first name, last name, birth year range, and birthplace from the Person page. A new browser window or tab displays possible matching records.

Descendancy View

Step-by-Step Instructions

1. Sign in to FamilySearch.org with your LDS Account, and view your family tree.
2. Find an ancestor who was born before 1830.
3. Select the ancestor, and change the view to **Descendancy**.
4. Expand the descendants of your ancestor, looking for record hints on the right.

The Request Ordinances icon identifies missing temple ordinances.

The Record Hints icon suggests that there may be records available for an individual.

The Research Suggestions icon indicates possible gaps or missing family members.

The Data Problems icon warns of potential data problems.

5. Look for both the Record Hints icon and the Research Suggestions icon together. These two icons together mean that there are records for the person and possibly missing family members to add.

6. Click the **Record Hints** icon to view the records of your ancestor.
7. Compare the information from the new record to the information already in Family Tree.
8. If the information is accurate, attach the record, and add any missing family members to Family Tree.
9 Return to the descendancy view in Family Tree.
10. Reserve the ordinances for the newly added family members.

We hope that you are able to experience the joy and blessings that come from finding your own ancestors and submitting their names for temple ordinances. Once you have learned how,* we encourage you to show others.