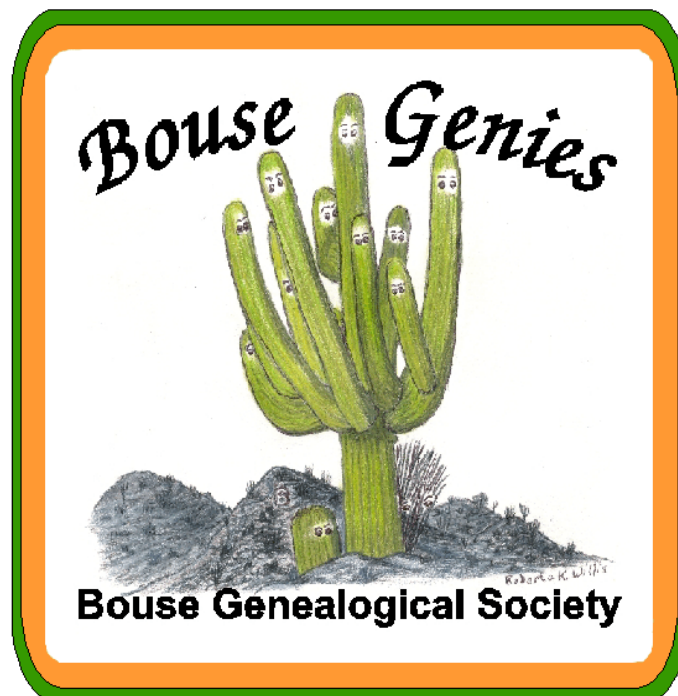
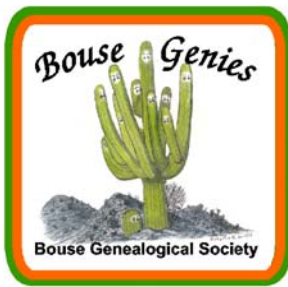


Instructions for Beginners in Genealogy



Bouse Genealogical Society



Bouse Genealogical Society

P. O. Box 624, Bouse, Arizona

Welcome to the Bouse Genealogical Society

PURPOSE

To bring together persons who are researching family history and to promote fellowship and cooperation among them. To foster, stimulate and share ideas, information, methods, and practices in family research. To collect, preserve and make available to interested persons material on family history. To encourage those officials in charge of public records and genealogical collections to preserve and make them accessible to interested persons.

MEETINGS

The Bouse Genealogical Society (BGS or Bouse Genies) meets every other Friday from October thru April. During the summer we are dark. Our meetings are held in the Bouse Booster Building from 9:30 AM to 2 PM, unless otherwise specified on our website calendar. We have extended meetings with a sack lunch, so we can continue discussing important aspects of the organization, accommodate the Legacy Users Group, or discuss our individual research issues. The meeting agendas are usually posted to the Yahoo Group on the Wednesday before the meeting. All regular meetings are open to the public. We encourage you to bring along your friends. All visitors are welcome. You may visit our website at www.bousegeniesaz.org or contact the Bouse Genealogical Society at: bousegenies@gmail.com.

MEMBERSHIP

The only criteria for being a member of this group is to pay your dues and provide support. The membership fee is \$10 per person, or \$15 per couple living in the same household, annually. The membership year is from January 1 to December 31. We understand that many of our members are part time residents or winter visitors to Arizona. We hope that you will plan to attend as many meetings as possible no matter how long you are in the area. We have found that we all gain so much from our exchange of information and ideas. Everyone brings something to the table, and we encourage your feedback so we may better serve our members.

WEBSITE

The Bouse Genies Website at www.bousegeniesaz.org is open to the public. Our website provides access to all information relating to the society. The website contains eight unique pages.

On the HOME page you can access our Facebook page—[bousegeniesaz](https://www.facebook.com/bousegeniesaz)—and our Google calendar as well as other general information.

The ABOUT page provides access to society offices email information, our address, mission statement, and the history of the society.

For information about becoming a member of the society and to download the membership application please visit the MEMBERSHIP page.

A list of all planned events is available on the EVENTS page. Here you can download all files pertaining to the event including the registration form. As time draws near to the event additional documents such as the syllabus, speakers bios, and information about classes will be available from the Events page.

Bouse Genies has a lot of RESOURCES available to our members. We have three shelves of books in the Bouse Public Library and over 100 webinars in our webinar library which members can use at home. Information about checking out our books and webinars is available on the Resources page.

The USERS GROUPS page provides access to information concerning all users groups and any documents they may choose to use. There is also a link on this page to the Legacy Family Tree website, our Events and Members Only pages.

The MEMBERS ONLY page requires a login and password. The password is changed shortly after the last meeting every January. Members will be provided with the new password shortly thereafter. The Members Only page contains information about the Yahoo Group, and all back issues of the newsletters including an index to all issues. The Legacy Users Manual is available for download from this page.

The final link on the website is the HELPFUL LINKS page. Here you will find links to most major genealogy related websites and some links to community events and to the <www.bouseaz.com> website.

FACEBOOK PAGE

The Bouse Genies Facebook page <www.facebook.com/bousegeniesaz> is the place where members can share genealogy related information, notices to meeting and other information about the society. Members are encouraged to like us to continue to receive information about the society. When using the Facebook page **do not** post messages any jokes, political or religious messages.

YAHOO GROUP

We have the Bouse Genies Yahoo Group for dissemination of information to all our members other than through our website. If you require information to be sent any other way, please let us know at: <bousegenies@gmail.com>. A limited time invitation to Yahoo Groups will be sent to all new members shortly after they join. All members are encouraged to join. You must have a Yahoo Account (it's free) to join the group. At the time you sign-up for your Yahoo Account you are given a Yahoo email account. **You are not required to use your Yahoo email address on the Yahoo Group.** In fact, many of us use our regular email address.

When you reply to the invitation to join the group, please follow all of the instructions completely to ensure your Bouse Genies Yahoo Groups account has been set up. If you do not follow all prompts through to acceptance, you will not be added to the Bouse Genies Yahoo Group.

YAHOO GROUP ETIQUETTE

When using the Yahoo Group **do not** send forwarded messages to the group; i.e. no jokes, political or religious messages. The Yahoo Group is strictly for Bouse Genies business. You are welcome to ask questions through the group if they apply to genealogy. When replying to a message that applies to a few people, please reply to those individuals only—not to the entire group. Do not carry on a conversation with the group unless it applies to all members. However, if the answer would be of help to others, then please do send it to the group. If a message is sent to the group that requests that the entire group reply, please do so. Generally, these messages require the vote of the membership to pass. Your reply is important to us.

E-NEWSLETTER

The Bouse Genies e-Newsletter is published quarterly. It is delivered as close to the beginning of the first month of the quarter as possible via the <www.bousegeniesaz.org> website. If you need to receive the newsletter via snail mail or regular e-mail, please contact us with you address at <bousegenies@gmail.com>. Everyone is welcome to submit articles to the newsletter at any time. We encourage your involvement.

CLASSES

During the season a member may give classes in genealogy research outside of the regular meeting time frame. Classes may range from beginning to advanced. These special classes are not part of the regular meeting day. Members are encouraged to give a class in their area of expertise. Each class is from 1 to 2 hours in length, and open to the public. The cost is \$5 per person per special class session and are held in the same location as the meetings, unless other wise stated. Please sign-up for the special classes at the meeting or at the library. We need to know the number of people who plan to attend for handouts.

GENEALOGY SOFTWARE PROGRAM

Most Bouse Genealogical Society members are currently using *Legacy Family Tree* genealogy software, which is a free download from the Internet. We recommend that you try this program and, if you like it, upgrade to the full Deluxe version.

TRAINING MATERIALS

The Bouse Genealogical Society has purchased all of the Legacy Training Webinars, plus many other genealogy related webinars. The CD/Webinar box contains over 100 CDs which consist of webinars as well as other documents on CDs created by the Bouse Genies. We view them throughout the year as determined by the Program Chairman. All webinars and other document CDs are available for checkout by the members, so they may be viewed at your leisure at home. Please be sure you sign-out any CD you remove from the box, and return them to the Webinar Librarian in a timely manner.

The Bouse Genealogical Society owns many excellent books and quarterlies providing information on all aspects of genealogy. When you wish to learn more about the hobby of genealogy check out the books available in the Bouse Public Library.

LIBRARY

Our collection of genealogy books are currently housed in the Bouse Public Library at the discretion of the Library Manager and the Board of the Friends of the Bouse Public Library. These books are on the Genealogy bookshelves and are listed as *Reference Only*. Only Bouse Genealogical Society members in good standing may check them out. You must have a current valid Bouse Genealogical Society membership card and a Bouse Public Library card. We have an option where if you live out of town, you can have the BGS Librarian check the books out for your and you can pick them up at the next meeting. You must return the book within two weeks, or at the next BGS meeting.

ANCESTRY.COM

The Bouse Public Library and all other Arizona public libraries has access to Ancestry.com Library Edition on the Internet available to all visitors to the Bouse Public Library. You are welcome to bring your laptop to the library, or use one of the library computers to access Ancestry. If you bring your laptop, you must get the instructions for accessing Ancestry from the librarian. Please be aware that the Library edition of Ancestry is different than the personal version.

CONFERENCES AND WORKSHOPS

When possible, the Bouse Genealogical Society may offer a genealogy conference or workshop during the winter season. The event may be held locally or in another city as the need dictates. All members are requested to support this effort in time and donations.

GENEALOGY STUDY GROUP

The Genealogy Study Group (GSG) was organized in 2014 to help members expand their knowledge concerning how to do genealogy research effectively. The group meets on the third Monday of the month from October thru April from 10 AM to 12 NOON, in the Bouse Public Library. The purpose of the group is to advance the understanding, data-gathering, records keeping techniques of the researcher.

The group moderator will place a list of articles from the National Genealogical Society Quarterly in PDF format on the website on the User Groups page. The subjects covered span across the spectrum of genealogy related topics. The article will be discussed by the group as to the quality and quantity of research preformed, the format in which the information is presented, and the sources provided. If you wish to join the group, please let us know by contacting us a <bousegenies@gmail.com> or attending the meetings.

BLOUSE LEGACY USER'S GROUP

The Bouse Legacy User's Group (BLUG) was established in October 2014 to teach members all of the features of the Legacy Family Tree program. The group meets monthly following the first meeting of the month. The group studies one chapter at a time in the Legacy Family Tree User's Guide. Any member in good standing may join the Bouse Legacy User's Group. If you need Legacy program support, please contact us through the BOUSEGENIESAZ Facebook page or ask another member. We are here to help.

BOUSE RESIDENTS HISTORY PROJECT

In the past, we have worked on the *Bouse Residents History Project* to gather as much information about the residents of Bouse, past and present. We hope to compile this information into books and make the books available in the library for anyone researching Bouse residents that live or have lived in the Bouse area. This project is currently on hold.

IN CLOSING

Our members make this organization function. We need all of the help we can get, and encourage you to get involved. Every member is vital to the group. If there is something you don't understand, please ask. If you have suggestions to make the group function better, please let us know. We hope you enjoy your experience with us.

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All officers are volunteers, please respect their time and efforts in supporting the group.

WHAT IS GENEALOGY?

Genealogy is the science of identifying, classifying, and organizing facts pertaining to the history and descent of a person, family, or group, from an ancestor or ancestors' in their natural order of succession.

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BEGINNING GENEALOGY

By Maryalice Gordon – 2003

Here are a few thoughts and hints to help you get started on the right track. Then you will not have to re-do your documentation (like someone who will remain anonymous!). If you are not yet aware of it, family research can be unending. I think of it as a giant jigsaw puzzle with an undetermined number of pieces, but instead of starting with the borders you start with the center - yourself. This hobby can be very interesting - and addictive! There is always one more piece to fill in, which in turn leads to yet another piece to verify.

The two basic forms for genealogy are the pedigree sheets and the family group sheets. Blanks of these forms are enclosed in this document; make some *copies* for your use. There are many different formats; find one that works best for you. Always use a pencil to work on these forms; you will have changes!

When you've located a new family member, sending a family group sheet partially completed (with whatever data you do know) can be helpful, but some people will either throw it away thinking it is too much trouble or too personal, or will "get to it later". Start with just one or two family group sheets. Whenever you want a reply to any correspondence, send a SASE, a self-addressed stamped envelope. For pennies you may get vital information. Keeping a correspondence log can be helpful here.

Some people are leery of genealogy because The Church of Jesus Christ of Latter Day Saints (Mormons) is so interested. Actually there is no problem. They are willing to share what data they have and don't care whether you share your data or not. Call or stop at any Stake; not all have a library, but they will help you locate one.

I think you will find identifying your grandparents and great-grandparents and their siblings will help with your descendants as well. The recommended first step is to interview the older generation(s) as they have the wonderful family stories and information. I was rather dismayed when I realized that I am "the older generation"!

Do your research from your family group sheets. Collateral and allied lines are sometimes the only way to locate an ancestor. If you need more information on this subject, please write.

While the computer is wonderful for organizing and noting sources, you will need "paper" files for your documentation, copies, etc. Be sure to keep a back up of your computer records; sooner or later you'll get a glitch and it would be the pits to lose all your information. I also recommend periodically sending a copy of your disk to a family member or friend for safekeeping. We have two disks that we rotate with our daughter.

I have one 1½ inch notebook with pedigree charts by Father's parents and Mother's parents and family group sheets in alphabetical order with color-coded labels (blue for Father's side, pink for Mother's) with a master name (300 +/-) and a master place (26 states/countries) list in the front. Some people use four colors making a different color for each their four grandparents.

The family group sheet gives me all the information on just one page, the pedigree charts tell me how the line progresses, and the note book is compact enough to carry easily. At the library I use

an 8 x 11 inch note pad and only put one name per page. I also write enough *on one side only* to know what I'm talking about later (most of the time). Little post-it-notes or scraps of paper tend to get lost!

I've also learned (the hard way) to always get a photocopy of the face page(s) of any book from which I photocopy information. On that page I put the name of the facility, city, state, and date. Photocopies of the actual census pages rather than an abstract are also suggested/recommended. I know sometimes they are impossible to read, but sometimes the neighbors are very interesting and can lead to your ancestors as they move to/from another area!

Reading more" is highly recommended! *Your Genealogy Today* (formerly *Family Chronicle Magazine*) is an excellent update how-to source. They have published a "Beginner's Guide" which is great. *The Complete Idiot's Guide to Genealogy* is formatted like the "dummy" books and is indexed. It is a good guide. *First Steps in Genealogy* by Desmond Walls Allen is excellent and available at Barnes and Noble. Val Greenwood's book, *Researcher's Guide to North American Genealogy* is a classic and may be in your local library. *The Source*, *The Handibook*, *The Red Book*, and *The Genealogy Address Book* are all wonderful sources of information and are usually in a local library.

Choosing a computer program can be almost as frustrating as a tough research problem. Many have a lot of "bells and whistles" and the cost varies. Talk to other researchers about their program, what they like and what they are disappointed with. [Note: *Legacy Family Tree* is currently the better program and it is also free off the internet.]

The internet is a wonderful place to do some of your research and more data is being added almost daily. <www.Cyndislist.com> is the best starting place. Cyndi Howells is an experienced and knowledgeable genealogist. Keep in mind that personal undocumented research is a place to start, but without proof of that information, should not be taken as "gospel". Just because it's "on the net" does not make it fact! Vital records and other public records may be misspelled, misread, or just plain missed. Use the Internet judiciously.

Good luck with your research.

25 TIPS FOR BEGINNERS ON TRACING YOUR ANCESTRY

- 1. YOU ARE NUMBER ONE.** Start with yourself; your full name, date of birth and other important dates, the full names and dates of your parents. Always use females' maiden names. Then go back in time with your grandparents, etc. Start with the line you know most about; you can research the more difficult lines as you learn more about the process. Make copies of all correspondence including e-mail. Focus on one subject (person) at a time; others will fall in with your person. Cite the source for every fact you records.
- 2. TALK TO THE OLDER GENERATIONS.** When I started I was the older generation! But I remember my Mother's family stories and wrote down those I could remember. I located cousins and heard their family stories, occasionally the same incident with a different slant. Look at pictures together. The lady in that picture, the one you don't know, may be someone's mother.
- 3. ORGANIZE YOUR RECORDS.** No matter what method you choose to store your documents, keep them separated by the surnames of your four great grandparents. Enter all the information you find on each person so that you can find it again when you need it. Develop a filing system that works for you. My husband and I have entirely different systems and they both work. Sometimes some bit of evidence will seem so real and important that you will never forget it. But what if it's a lie, or just part of the truth.
- 4. ONE STEP AT A TIME.** Prove the facts as you go; *do not skip generations!* You can't prove that JOHN GEORGE JONES was your great-grandfather unless you can show positive evidence that your grandfather was his son.
- 5. EVALUATE EACH FACT.** You may, no, you will look at it again with more experienced eyes. The Internet is a fantastic crap shoot and occasionally you'll be very, very lucky. Just be sure to verify the data.
- 6. READ EACH AND EVERY DOCUMENT.** This may be a real challenge, especially for anything hand written. I've found that putting what I can read onto the computer (or typewriter, or even your own handwriting) and leaving a _____ where I can't figure out a word, I can often go back and fill in most of the blanks. The first reason is that I've learned the person's handwriting and the second is that by the time I finish the rough draft, I have more than a general idea of its wording.
- 7. CITE YOUR SOURCES.** Record the source for every document you use. Store a copy of each document with the family it relates to, or in a master source file. This file can be organized by document type or by your four major surnames.
- 8. A WORD OF WARNING.** Not all family stories are fact, but they often lead us to the truth. If something does seem to make sense, perhaps the truth has been embellished or distorted to protect both the innocent and the guilty. Actually, having a horse thief in the family can give you a lot of documents and newspapers to research. If you don't want to see the skeleton in the closet, don't open the door!
- 9. SPELLING IS OPTIONAL.** I'll say it again spelling is optional! Insisting on the exact spelling of your name will cause you to overlook a perhaps not to distant relative who chose to spell your Smith name as Smythe. Is that Matson or Mattson? Maybe both. How does the name sound? Is that an "S" or a "Z"? And here's the caveat: Do not be so free flowing that you loose your family.

10. **IF IT SOUNDS TOO GOOD TO BE TRUE - IT PROBABLY IS!** Unless you descend directly from someone very famous, your genealogy will not be found in a bound book in the shopping mall. The "History of My Name" may include lists of addresses for people with the same last name which is neither family history nor genealogy. Coat of arms or "ancestral arms" certificates may be pretty and even interesting, but you may rightfully use British coat of arms only if you can trace your ancestry through the male line directly to the man who was first granted that coat of arms.
11. **DON'T GIVE UP.** New sources of information are being printed daily. Also, you are learning as you search. Try a new and/or different approach to your problem ancestor. Look at cousins, uncles and aunts, neighbors. Try different spellings of the surname and given name. Many immigrants changed or simplified a foreign sounding name. In a time when most people could neither read nor write, spelling was optional. Be creative.
12. **GENEALOGICAL ETIQUETTE IS TOO OFTEN OVERLOOKED.** When writing for information always send a business-sized self-address, stamped envelope. If uncertain what data is available, make your first request for information about your specific subject of interest. Asking for "all you have" will probably not get a response. Be as brief as possible. A busy clerk is not really interested in how your great -grandfather met his second wife. A smile (if in person), a "Thank you!", and patience will go a long way.
13. **PENCIL VERSUS PEN.** You need both. Keep unproved records in pencil so they can be changed. Don't make a permanent record until you are very, very sure, and even then you may have changes.
14. **IT IS A FAMILY PROJECT.** Enlist the help of relatives. If they're nearby, visit them. If they are far away, write. Get re-acquainted with distant cousins; learn their family traditions. Ask questions.
18. **DATES ARE VITAL!** Exact dates of birth, death, marriage may be found in family Bibles, on tombstones, in state, federal, or local records. Approximate ages appear in the federal census. Try every source.
19. **"THEY WENT THAT-A-WAY" ...WHICH-A-WAY?** Census records since 1850 show state of birth, family migration. Newspaper obituaries, county histories, some land and probate records also give clues to residence. The early Federal census records, i.e. 1790-1840, place the head of the household in a specific place at a specific time based on the date the census was taken.
20. **WHERE THERE IS A WILL.** Probate records can be proof positive of a relationship. Even when there is no will, records of estate settlements may show heirs and relationships.
21. **NAMES ON THE LAND.** Land transactions have been recorded with great care through most of our history. Records of deeds may show not only owners but heirs and relationships on both sides. Tax lists help, too.
22. **PENSION PAPERS PAY DIVIDENDS.** They are full of dates and places. If an ancestor served in any war, it is on record; you can get a copy.
23. **CHECK THE CHURCHES.** Some denominations kept baptismal, marriage, burial records; others didn't. But some who didn't may have adjacent cemeteries with the data you need carved in stone.
24. **LEARN TO LOVE LIBRARIES.** It may be that much of the research you need has already been done and is waiting for you right in your local library. It might be in printed books or on microfilm. Learn to use Inter-library loan for material not in your local library.

- 25. USE THE INTERNET WITH CAUTION.** Not everything is on the Internet, and much of what is isn't true. In the world today, many of us depend on the Internet for our genealogy related information. Beware of those online family trees. Most of them are copied from someone else's work and they often contain errors. Verify everything you take from the Internet.

For more detailed information on all topics relating genealogy see the FamilySearch.org Wiki at: https://familysearch.org/learn/wiki/en/Main_Page.

BEGINNING GENEALOGY DEFINITIONS

ABSTRACT: a brief statement of the essential thoughts of a book, article, speech, court record, etc.; summary. (see transcript)

AHNENTAFEL (CHART): Ahnentafel is the German word for ancestor chart. An Ahnentafel is a list-style version of a pedigree chart. On an Ahnentafel, the father's number is two times the child's number. The mother's number is two times the child's number plus one. This is also true for the numbers on a regular pedigree chart.

ALLIED LINES: relatives by marriage such as mother-in-law, brother-in-law, spouses of collateral marriages, step-relatives.

ANCESTOR: any person from whom one is descended, esp. one earlier in a family line than a grandparent; a forefather; a forebear.

BOUNTY LAND: land awarded by the federal government as an inducement to service in the military, to remain longer in service, or as a reward for service.

CITIZENSHIP: the status or condition of a citizen, the duties, rights, and privileges of this status.

COLLATERAL LINES: relatives who descend from a common ancestor but not in a direct line such as brothers, sisters, aunts, uncles, cousins.

DESCENDANCY CHART: a chart that lists individuals' descendants.

EMIGRATION: the act of exiting one country or region to settle another. (See immigration)

FAMILY GROUP SHEET: a printed report that lists a father, mother, and their children, including birth, christening, marriages, and death and burial information for each. Other information may also be included.

GENEALOGY: a chart or recorded history of the descent of a person or family from an ancestor.

GEDCOM: Genealogical Data Communications. A standard data format used for exchanging genealogical information between different computer programs. All options in the Genealogical Information Exchange program create GEDCOM files.

GRANTEE: the buyer; a person to whom a grant (to transfer property by deed) is made (receives/buys).

GRANTOR: the seller; person who transfers (gives/sells) property (tract of land).

IMMIGRATION: the act of coming into a new country or region to settle there. (See emigration)

INTESTATE: having made no will.

LINEAGE: direct descent from an ancestor. (Same as line)

MIRACODE: for the 1910 census uses the same sound system as Soundex, but arranges the date by visitation number rather than census page numbers.

NATURALIZATION: granting citizenship to people from other countries.

PEDIGREE: (from the French for crane's foot) a list of ancestors.

PEDIGREE CHART: a printed report showing four, five, or six generations (an individual plus parents, grandparents, and great-grandparents, etc.) for an individual. Birth, marriage, and death information is also listed on the pedigree charts.

PROBATE: the process of legally establishing the validity of a will.

PROGENITOR: the earliest known ancestor of a family bearing the family name. The dictionary definition is "a forefather; ancestor in direct line."

QUERY: (genealogy) to place a question or inquiry about family in a publication or online.

RESEARCH: as a noun; a careful, systematic, patient study and investigation in some field of knowledge, undertaken to discover or establish facts or principles. as a verb; to do research on or in; investigate thoroughly.

SOUNDEX: an indexing system based on the phonetic sound of the consonants in the surname. Each name is assigned a letter and three numbers. The letter is always the first letter of the surname.

SURNAME: the family name, or last name, as distinguished from a given name, Christian name, or first name.

TESTATE: having made and left a legally valid will.

TRANSCRIPT: a word-for-word exact copy of the text in a document. Nothing is changed; everything is written just as it appears; errors, punctuation, misspellings, and all, while an abstract is a summary of the text of a document, retaining all its essential details.

10 HABITS OF HIGHLY EFFECTIVE GENEALOGISTS

1. **KNOW YOUR GOALS:** Which lines do you want to research? Do you want to focus on your immigrant ancestors? Set your goals and develop a plan to get you there. It's okay to change as you progress. Develop a research plan that you can follow easily without unnecessary stress. Know your limitations and pace yourself
2. **BE ORGANIZED:** This is an absolute must. Never before have there been so many tools at our disposal to help us, ranging from published self-help books to various genealogy software programs to the Internet. Being organized helps you manage your time better and get things done more efficiently. Don't feel that you have to keep up with the Joneses. Use a system that works for you - there is no perfect system. Being organized is especially important for those just starting out, since it's much easier to set up systems from the beginning.

Documentation: Take documentation seriously. It helps you know what you have so you don't have to plough over the same ground a second time, it helps resolve discrepancies, and it helps when working with others who are researching the same families.

Research Logs: Use tools like a research log to keep track of what you've done. How many of us have wasted time and money getting a document that we already had?

Focus: Sometimes the amount of information we genealogists amass can be overwhelming. Focus on one or two family lines at a time and record your information on those ancestors. Work in manageable chunks.

3. **ADOPT THE "NEVER" HABITS:** *Never Say Never* - Keep asking (yourself and others) the same question until you get an answer. *Never Assume* - Take a piece of information and run it through a test to determine its validity; how reliable is the data; how close to the original was the source; did the information come directly from the individual or was it second-hand? We do ourselves a disservice when we accept information without questioning.
4. **SHARE, SHARE, SHARE:** Share your research results with other family members and researchers. Help other people when possible; it will pay you dividends in the future. There are benefits of finding genealogists in other branches of the family with whom you can share the work, the joys of discovery and breakthrough, the inspirations for new research directions and the satisfaction of achievement. No one appreciates successes like a fellow genealogist! The encouragement will offset all the ho-hums from family and friends, who are at best amused by our fascination with family history.
5. **SEEK FIRST TO UNDERSTAND AND THEN TO BE UNDERSTOOD:** This is an excellent rule of thumb when dealing with resistant family members. Don't give up when you call someone and they don't want to know you. Give them some time to think about it, and then find a way to approach them that isn't intrusive. Try to make a connection that will appeal to them. A photo can be effective.
6. **IF YOU CAN'T GO BACK, GO SIDWAYS:** Make sure you look carefully at records for all siblings. Look for neighbors, spouses, other family members - all people who had some sort of contact. This is mandatory when researching a woman. Going sideways can also mean exploring other record types. Take advantage of all existing sources, you can miss opportunities and overlook important information. Look beyond the vital records to probate and land records and more. Try to get a little story - why and how did a family do what they did. Genealogy is more than a basic framework of names, places, and dates. Talking with family and collecting oral history adds to your knowledge and to the fun.

7. **TAKE CLUES FROM THE INTERNET:** Even if you don't consider yourself to be web-savvy, new information and surname databases on the web can guide you to new sources quickly and easily. Remember, just because information is online doesn't mean it's all valid and true. As you would with any source, question and validate your finding. There is no substitute for research with original documents at archives, libraries, and other repositories. Get as close to the original source as you can and get a copy of the original document if at all possible. Use Internet-based information as a clue. If you miss any type of record, you become less effective.
8. **AN OPEN MIND CASTS A WIDE NET:** New clues can pop up at any time and an open mind will catch them. Look at all the records for a specific town on microfilm or in an archive. Don't just rely on an index. You may find patterns and information you never expected to find. At a minimum, you will get a sense of the historical undercurrents in that town, for example, deaths from a cholera epidemic. Take the blinders off and go beyond the pedigree. Consider new sources and possibilities.
9. **RENEW YOUR SKILLS:** Make a commitment to continuous learning, to keep on top of the latest research techniques and information sources. Attend conferences and read the major journals and magazines. Learn more about the localities you research and read social histories to give you an idea of what life was like for your ancestors. Local history can be a tremendous boon to the researcher. Look for dates of county formations, migration patterns, dates of church establishments, among other things. Tackle new areas - learn the different record types, the difference between naturalization before or after 1906, the difference between researching families in New England, New York, and Kentucky. Many genealogist experience burnout after intense periods of research. It's okay to put active sleuthing aside for awhile. Take the time to renew your contacts with family and other researchers. Also remember to pat yourself on the back for all your hard work!
10. **BECOME AN ACTIVIST:** Use your skills to be proactive and give back to the genealogy field; start up research teams, lecture at conferences, and/or become known for a particular area of expertise, like a research techniques or geographic area. It's a great way to network, learn, and help others.

Ground yourself in these ten habits and become the most effective genealogists you can be!

Extracted and summarized data from "10 Habits of Highly Effective Genealogists" by Barbara Krasner-Khait in Family Chronicle, July/August 2000.

ANCESTRY CHART

Chart No: _____

Date _____
Compiler _____
Address _____
City _____ State _____ Zip _____

No. 1 Is the Same Person as No. _____ on Chart No. _____

		Name Continued On Chart
Father		<input type="text"/>
Born Where Married Where Died Where	Born Where Married Where Died Where	<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Married Where Died Where	Born Where Married Where Died Where	<input type="text"/>
Born Where Died Where		<input type="text"/>
Name of Husband or Wife Chart No. _____	Born Where Married Where Died Where	<input type="text"/>
Mother		<input type="text"/>
Born Where Died Where	Born Where Married Where Died Where	<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Died Where		<input type="text"/>
Born Where Died Where		<input type="text"/>

Source of Information:

FAMILY GROUP CHART

SURNAME _____

HUSBAND _____
 BORN _____ WHERE _____
 MARRIED _____ WHERE _____
 DIED _____ WHERE _____

HUSBAND'S FATHER _____ MOTHER _____

HUSBAND'S OTHER WIVES _____

WIFE MAIDEN NAME _____
 BORN _____ WHERE _____
 DIED _____ WHERE _____

WIFE'S FATHER _____ MOTHER _____

WIFE'S OTHER HUSBAND'S _____

CHILD	SEX	CHILDREN OF THIS MARRIAGE	BORN		DIED		MARRIED TO	
			DATE	PLACE	DATE	PLACE	DATE	PLACE
1		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
2		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
3		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
4		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
5		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
6		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
7		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
8		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
9		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
10		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
11		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
12		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
13		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
14		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

SOURCE OF INFORMATION or documentation, use back of page for additional sources.

DATE _____
 COMPILER _____
 ADDRESS _____
 CITY STATE ZIP _____

SOURCES OF SEARCHING

After checking out all sources from your closer relatives and near-by areas, begin reaching out away from your locality. One cannot always visit in person, but correspondence can achieve many new findings. Suggestions are to always make your letter of inquiry brief and to the point. Do NOT become carried away with detail. Ask only one or two questions, or you will defeat your purpose. A loaded letter can overwhelm the recipient and there will be no desire to reply

Try a genealogical society in the county you are searching, or a historical society. These are most cooperative, unless it becomes a detailed search and then you are usually directed to a professional genealogist. Always ask about fees and if you get any free help, send a donation. Most of these libraries are manned by volunteers. DO NOT FORGET YOUR SASE! (Self-Addressed Stamped Envelope)

Making a study of the historical background of the area may open a whole new avenue of approach. Often we overlook many areas of possible searching because we have not done our home-work - and reviewed it, again, and again.

Administrations of estates	Maps
Bills of sale	Marriage and divorce records
Biographies and autobiographies	Merchant seamen records and rolls
Books, especially on local history and records	Military service documents
Burials, cemetery records, funeral home records	Missing person lists
tombstone inscriptions	Mortality schedules (1850-1880)
Census schedules State and Federal	Naturalization records
Church records	Newspaper and magazines, old ones
City/town and County records	Obituaries
City directories; telephone directories	Organizational membership, journals,
Civil Service records	applications, proceedings (OAR. etc.)
Court order books	Orphanage records
Criminal law proceedings	Passenger lists ... ship, train, plane, etc.
Death records	Passport applications
Deeds	Patent records
Draft records	Peerage and heraldry
Employment lists	Pension applications and vouchers
Family Bibles, diaries, records	Photographs
Family histories	Probate records
Family organizations	Professional and trade directories
Guardianship and adoption records	Prison records
Hospital and medical reports	Records of American deaths abroad
Immigration and emigration records	Relatives. friends, neighbors of the family
Indian (Native American) records	School records
Insurance applications. policies. awards	Social Security records
Inventories of estates	Tax lists
Land records	Telephone books
Legal case records	Vital records (birth and death)
Legislative records	War records
Letters of Power of Attorney	Welfare.
Letters, scrapbooks. journals. announcements,	WPA, CCC, etc. records
etc.	Wills. will indexes, will abstracts

Courtesy of Clark County Genealogical Society, Vancouver, WA

RECORDS SELECTION TABLE

IF YOU NEED	LOOK FIRST IN	THEN SEARCH
Age	Census, Vital Records, Cemeteries	Military Records, Taxation
Birth date	Vital / Church / Bible Records	Cemeteries, Obituaries, Census
Birthplace	Vital /Church Records / Census	Newspapers, Obituaries
City or Parish	Church Records, Genealogy, Biography, Naturalization / Citizenship	Vital Records, Obituaries, History, Emigration / Immigration
Country of foreign birth	Emigration / Immigration, Census, Naturalization / Citizenship, Church Records	Military Records, Vital Records, Newspapers, Obituaries
County origins / boundaries	History, Maps	Gazetteers
Death	Vital / Probate / Church Records, Cemeteries, Obituaries	Newspapers, Bible / Military Records
Divorce	Court / Vital Records	Newspapers
Ethnicity	Minorities, Native Races / Societies	Church Records, Emigration / Immigration, Naturalization / Citizenship
Historical background	History, Periodicals	Minorities Histories
Immigration date	Emigration / Immigration, Naturalization / Citizenship, Genealogy	Census, Newspapers, Biography
Living relatives (& adoptions)	Genealogy, Directories, Court Records, Obituaries	Census, Biography, Societies, Church / Probate Records
Maiden name	Vital / Church / Bible Records, Newspapers	Cemeteries, Obituaries, Military, Probate Records
Marriage	Vital / Church / Bible Records, Census, Newspapers	Cemeteries, Military, Probate Records, Land / Property, Naturalization / Citizenship
Occupation	Census, Directories, Emigration / Immigration Records	Newspapers, Court Records
Parent, children, others	Vital / Church, Probate Records, Census, Obituaries	Bible Records, Newspapers, Emigration / Immigration
Physical description	Military Records, Biography	Naturalization / Citizenship, Emigration / Immigration, Vital Records, Genealogy
Place-finding aids	Gazetteers, Maps	History, Periodicals
Place of residence when state only known	Census (index), Genealogy, Military, Vital Records and other records with state wide index	Biography, Probate Records, History
Place family has lived	Census, Land / Property, History	Military Records, Tax Records, Obituaries
Previous research (compiled)	Genealogy, Periodicals, Societies	History, Biography
Record-finding aids	Archives, Libraries, Societies	Periodicals
Religion	Church Records, History, Biography	Bible Records, Cemeteries, Genealogy
Society activities	History, Biography, Newspapers, Societies	Town / Court Records, Cemeteries, Directories, Obituaries

LEARNING THE WRITWAY

With keyboards replacing face-to-face chitchat for everything from "Hi, Mom" to "Attention, staff," we're writing more than ever. Credit (or blame) technology for the writing boom: Experts predict that by 2005 we'll send 35 billion e-mails world-wide a day - triple the current output.

Sadly, just because we're writing more doesn't mean we're writing better. The informal approach to e-mail often reveals sloppiness when it comes to the fundamentals. Jun Bellows in his new book, *The Last Editor*, and in a documentary of his career running on PBS in April 2002, gives this advice.

BE CONCISE: Remember the old complaint, "I wrote it long because I didn't have the time to write it short" Take the time; don't overwrite. Length is not equivalent to importance. Lean prose packs a punch.

REVEAL DETAILS: Whether in a newspaper story or an office memo, nothing captures attention like details. The good writer is a sorcerer at commanding details to serve him.

USE PLAIN WORDS: Writing with clarity isn't as easy as it looks, but it is worth aiming for. Use ordinary language - familiar, everyday words. Remember, you're serving the reader, not yourself. And most important: Make sure it makes sense.

PERSONALIZE: Write with flavor. Not everyone can write with the excitement of author Tom Wolfe, but don't be afraid to convey your personality. Don't hide under a wave of jargon and passive verbs. Without style, writing is lifeless.

CORRESPONDING EFFECTIVELY

Clearly state what you want to achieve with the letter, send it to the right place, and make a good impression so it will be taken seriously .

- ✓ Use full-size (8.5 x 11) paper.
- ✓ Eye appeal (wide margins, space between paragraphs, not smudges).
- ✓ Include your name and address on the letter.
- ✓ Be concise.
- ✓ Enclose a long self-addressed stamped envelope (SASE) .
- ✓ Address the right facility.
- ✓ Know dates of state vital statistics .
- ✓ Know the holdings of the repository.
- ✓ Offer to pay.
- ✓ Offer variant spellings for the family name.

The Complete Idiot's Guide to Genealogy
by Christine Rose and Kay Germain Ingalls

DOCUMENTING MATERIALS

PUBLISHED MATERIALS

Books - format for footnotes or endnotes

1. Name of author, compiler, editor or translator
2. Name of book in *italics* or underlined
3. Place of publication: followed by publisher, year, volume, page number

Article in a journal or chapter in a book

1. Name of author, compiler, editor or translator
2. "Title of Article", Name of Publication
3. Volume and issue number, or month/year of publication,

Microforms - microfilm and microfiche

1. If film of a publication, cite as you would the publication page number
2. If film of manuscript material, cite accordingly
 - A. Is this film of a transcript or of the original?
 - B. Location of original material
 - C. Note the information on the first frame
 - D. Note who created the microfilm
 - E. Microforms call number

Newspapers

1. *Italicize* or underline title as appears in masthead
2. If city not listed in masthead, add in parentheses; if an obscure place, add county, state, country as appropriate
3. Date of issue, page number, column number

UNPUBLISHED MATERIALS

Manuscripts

1. Type of material
2. Name of compiler
3. Location of repository

Court records

1. Vital records
 - A. Location of courthouse
 - B. Custodial office (Register of Deeds, Clerk of Court)
 - C. Type of record
 - D. Volume and page or document number
2. Other court records
 - A. Location of courthouse
 - B. Type of court (Circuit, Traffic, Probate, etc.)
 - C. Type of record
 - D. Volume and page or document number

Church records

1. Name of church, location, and denomination
2. Type of record
3. Volume and page number

Tombstone inscriptions

1. Location of cemetery
2. Type of cemetery, i.e. church, community, private

Personal information

1. Name of person interviewed and date
2. Letter writer and current possessor of letter

A FAMILY TREE CAN WITHER IF NOBODY TENDS IT'S ROOTS!

Immerse yourself in the lives your ancestors led. Don't be satisfied with mere names, dates, and places, for these are as dry as the dust they have become. We can best know those who paved our way if we research their lives and time broadly instead of through the narrow focus of a genealogical microscope.

Leslie Smith Collier - lecturer, teacher, community college instructor, Director in GENTEC

GOALS: _____

GETTING STARTED: _____

WRITING LETTERS: _____

PEDIGREE CHART: _____

FAMILY GROUP SHEET: _____

CCGS Seminar, Clark College at Tower Mall, Friday, 26 Sep 2003

MAKING SENSE OF THE CENSUS

By Maryalice Gordon

Whenever I have a question, I want to learn something - something that I don't know enough about to feel comfortable and often I don't even know what questions to ask. Most times what I'm learning creates more even more questions. So I listen, read, taste, smell, and feel, both emotionally and literally. So let me layout some perimeters and let's answer some basic questions.

Census: Webster's first definition is "in ancient Rome, the act of counting the people and evaluating their property for taxation." Sound familiar? Definition two is "an official, usually periodic, count of population and recording of economic status, age, sex, etc." We celebrate that first definition annually in December, well not exactly the census, but the repercussion of that "decree from Caesar Augustus". Let's discuss the second definition - the count of population.

Now I'm sure you realize that the census was NOT established to help family researchers locate their ancestors. Sorry 'bout that. But the census is usually one of the first places to find out about your grandparents and their neighbors. Were they farmers in South Dakota? How many children did they have at that particular time? Did they come to the United States in 1775 or 1890 or 1920? In order to protect the privacy of the living, the census is not released to the public for 72 years after it origin, so the 1940 census was released April 2012. I'm sure that there are people still in line as we speak! But we're interested in the older generations anyway.

The first United States Census was taken in 1790 as a result of a Constitutional provision that stated:

"Representatives and direct Taxes shall be apportioned among the several states which may be included with this Union, according to their respective Numbers ... The actual Enumeration shall be made within three Years after the first Meeting of the Congress of the United States, and within every subsequent Term often Years, in such Manner as they shall by Law direct." [US Constitution, Article 1, Section 2.]

The first census in 1790 required 12 rolls of microfilm; the 1940 census consists of 4,643 rolls. As researchers we must begin with what we know and work backwards. Anybody watch one of those crime scene investigative shows on TV? They start with the body, establish time and cause of death, look for those who were possibly involved, and tie the evidence to the perpetrator. That's how we need to proceed, but usually we're using the evidence to locate the body.

I highly recommend getting a photocopy of the census page where your ancestors appeared. Trust me, you will want to look at it again, and again. One professional genealogist suggests getting the three pages before and after. Yes, you can abstract; there are lots of forms available. If you do, at least look at the pages before and after your ancestors' page. You may just find some interesting neighbors. My husband Bob located a great grandfather as a young immigrant farm hand from Ireland. A few families down the page and down the road was a 12 year old girl, who 5 years later, became Bob's great grandfather's first wife. Bob had her family quickly identified.

The 1850 census was the first to name each individual living in the residence. However, it doesn't tells the relationship to the head of household. The 1900 census is probably the most informative of the lot with much personal data and this census is fully indexed. The 1940 census show where the person lived in 1935, which may be different from where they lived in 1940.

The 1890 census, for the most part, burned in Washington D.C. in 1921. You can recognize dedicated genealogists - when the magic genie offers one wish, they ask that the 1890 census be restored! This loss causes a 20 year gap in family research.

1870 through 1850 have lots of genealogical information: relationship, sex, color, occupation, place of birth, value of property and there are printed books indexed by the "head of the house" in many locations. Keep in mind that while the information may be 100% accurate, there is also a great possibility of at least some of it being incorrect.

First of all, spelling was optional prior to World War I, and if you had to read any of my brother's notes, you'd know that in some instances, it still is optional. Also, the person giving the information may truly not have known the correct answer, or may have had something to hide. How many of you, particularly men, can give the complete name and date and place of birth of all your children? How about the grandchildren? How about if you had 8 or 10 or 15 kids? Imagine the teenager in your family answering the questions! Putting birth dates on these people sometimes gets interesting. Can you image the lady of the house outright lying about her age?

Another thing to keep in mind is "incompleteness". People were missed for many reasons. The census taker didn't realize there were multiple families living in a single family dwelling. There were those families who were away from their home, or even hiding, at the time of the census.

To take some of the earlier census, up to nine months was allowed. After all, the enumerator walked or rode a horse up the hills and down the hollows. Anything involving a horse or walking takes extra time and while the report was to be as of a certain date, few can remember exactly who was where for even a few days, let alone a few months!

And, perish the thought, some of the enumerators and/or their assistants may not have been as dedicated to their mission as hoped for. In Val Greenwood's book, *Researcher's Guide to American Genealogy*, the text book for the researcher, three pages are dedicated to explanations of why people were missed or, in a few cases, counted twice.

From 1840 back to the first census in 1790 the information is - shall I say "challenging"! There are "head of the house" index books for these censuses. While the head of the house, usually male, is listed by name, the rest of the data consists of tic marks in age and other categories. This is not to say that they are useless. If nothing else the census tells you where your ancestor was living and how many were in the household. One note of interest on the 1820 census; there are two categories that overlap. Under "free white males" one section is "16 through 18" and the next is "16 through 25", Anyone want to guess why? The government wanted to know how many and when young men would be available for military service. Just remember not to count these 16 to 18 year old young men twice.

Oh, and another thing to know, the "insane" column was, more or less, a catch all for senility, retardation, and misunderstood behavior, and "colored" does not necessarily mean "black".

And occasionally you may find that your ancestors lived in alphabetical order! I know the census taker was trying to be helpful, but—NOT! Questions?

MAKING SENSE OF THE CENSUS PART 2

Below are some of the most common nicknames in use in the late 18th and early 19th centuries; some carried into the 20th century. A few of these nicknames have evolved as given names in modern times.

Alexander - Alex, Sandy	Helen - Nell, Nelly, Ellen Henry - Hal, Hank
Anne - Nancy, Nan, Any	Katherine - Kate, Kathy, Katie, Kitty
Catharine - Kate, Katie, Cathy, Kitty, Cat, Caty	Magdalena - Molly
Diana - Anna, Amy	Margaret - Peggy, Peg, Meg, Mag, Maggie, Madge, Midge
Dorothea - Dolly, Dorothy	Martha - Patsy, Patty, Mattie, Marty
Edward - Ed, Ned, Ted, Teddy	Mary - Molly, Polly
Eleanor - Nell, Nelly, Ellen, Ellie	Richard - Rich, Rick, Dick, Dicky
Elizabeth - Betsy, Beth, Betty, Bitsy, Lizzie, Liz, Eliza	Robert - Rob, Bob, Bobby, Robby
Frances - Fannie, Fanny, Franny	Sarah - Sally, Sal
Francis - Frank	William - Will, Bill, Willy, Billy

Junior, Senior, and Tertiary (III) were used to distinguish between or among men of the same name in the same location, and may not constitute proof of father and son as used today. It may indicate grandfather and grandson, uncle and nephew, or even older and younger of unrelated families.

Check the formation dates and parent counties of the counties of interest. (*Handybook for Genealogist* is available in many libraries.) Be especially aware of all boundary changes of each county and state. Look at maps to see what other county, state, town, etc. may be near by.

Watch for the enumerator who spelled names phonetically. Sound out names; it can make the difference between recognizing a name and finding an ancestor, or ignoring something that is there for you. Our ancestors didn't know that we would be tracing them, so they rarely left obvious clues to help. Some may have even omitted or embellished information. Remember that few people were literate in those days, and sometimes the enumerator was barely so.

Approach the census with patience and a receptive mind. Be open to any clue that may point the way to your ancestor. Your family usually was involved with others through marriage, by church membership, by witnessing deeds and wills, and in court matters, and these people usually lived near-by. See who the neighbors are, then use these other record groups to find more about your ancestor.

Remember, the information in the census is not always accurate. Use as a clue, not a fact. The enumerator asked the questions of whomever answered the door - or maybe the next door neighbor.

US CENSUS DATA, 1790 - 1940

CENSUS OF 1790

1st Monday in August 1790

Name of head of family; number of free white males of 16 years and up, including heads; number of free white males under 16; number of free white females of any age, including heads; all other free persons; number of slaves.

CENSUS OF 1800

1st Monday in August 1800

Name of head of family; number of free white males and females under 10 years of age, 10 and under 16, 16 and under 26, 26 and under 45, and 45 years and upward; all other free persons, except Indians not taxed; number of slaves.

CENSUS OF 1810

1st Monday in August 1810

Name of head of family; numbers of free white males and females under 10 years of age, 10 and under 16, 16 and under 26, 26 and under 45, and 45+; all other free persons, except Indians not taxed; number of slaves.

CENSUS OF 1820

1st Monday in August 1820

Name of head of family; numbers of free white males and females under 10, 10 and under 16, 16 and under 26, 26 and under 45, and 45+; number of free white males between 16 and 18; foreigners not naturalized; numbers of male and female slaves and free colored persons under 14, 14 and under 26, 26 and under 45, and 45+; all other free persons, except Indians not taxed; number (including slaves) in agriculture, commerce, and manufacturing.

CENSUS OF 1830

1 June 1830

Name of head of family; numbers of free white males and females in 5-year age groups to 20, 10-year age groups from 20 to 100, and 100+; number of slaves and free colored persons in six broad age groups; number of deaf and dumb under 14, 14 to 24, and 25+; number of blind; foreigners not naturalized.

CENSUS OF 1840

1 June 1840

Name of head of family; numbers of free white males and females in 5-year age groups to 20, 10-year age groups from 20 to 100+; number of slaves and free colored persons in six broad age groups; number of deaf and dumb; number of blind; number of insane and idiotic; number of persons employed in each of seven occupations; number of scholars; number of white persons over 20 who could not read and write; name of military pensioners.

CENSUS OF 1850

1 June 1850

Address (usually dwelling number and visitation number); name; age; sex; color (white, black, or mulatto); whether deaf and dumb, blind, insane, or idiotic; value of real estate owned; profession of each free male over 16; place of birth; whether married within the year; whether attended school within the year, whether unable to read and write for persons over 20; whether a pauper or convict.

CENSUS OF 1860

1 June 1860

Address; name; age; color (white, black, or mulatto); whether deaf and dumb, blind, insane, or idiotic; value of real estate and of personal estate owned; profession of each male and female over 15; place of birth (state, territory, or country); whether married within the year, whether attended school within the year, reading and writing for persons over 20; whether a pauper or convict.

CENSUS OF 1870

1 June 1870

Address; name; age; sex; color (including Chinese and Indian); citizenship for males over 21;

profession; value of real estate and of personal estate; place of birth; whether father and mother were foreign-born; born within the year, married within the year, attended school within the year, for person 10 years old and over whether able to read and write; whether deaf and dumb, blind, insane, or idiotic.

CENSUS OF 1880

1 June 1880

Address; name; relationship to head of family; sex; race; age; marital status; born within the year, married within the year, profession; number of months unemployed; whether sick or temporarily disabled; if so, what sickness or disability; whether blind, deaf and dumb, idiotic, insane, maimed, crippled or bedridden; attended school; ability to read and write; place of birth of person, father, and mother (usually state or country).

CENSUS OF 1890

[More than 99% destroyed]

The original 1890 population schedules were destroyed by a fire in Washington in 1921. Less than 1 percent of the schedules are extant. They are microfilmed on M407, 3 rolls. A card index to the 6,160 names on the surviving schedules is microfilmed on *Index to the Eleventh Census of the United States, 1890*, M496, 2 rolls.

CENSUS OF 1900

1 June 1900

Address; name; relationship to head of the family; color, sex; month and year of birth; age; marital status; number of years married; mother of how many children; number of children living; place of birth of person, father, and mother, if foreign-born, year of immigration, number of years in U.S., whether naturalized; profession of each person age 10+; months not employed during year, months attended school; ability to read, write, and speak English; dwelling rented or owned; if owned, whether or not free of mortgage; whether a farm or home; number of farm schedule.

CENSUS OF 1910

15 April 1910

Address; name; relationship to head of the family; sex; color or race; age; number of years married; mother of how many children; number of children living; place of birth of person, father, and mother, if-foreign-born, year of immigration, whether naturalized or alien; whether able to speak English (or language spoken); profession; industry or particular work done; whether employer or employee; if employee, whether out of work 15 April 1910 and weeks out of work 1909; ability to read or write and whether attended school since 1 September 1909; whether dwelling is owned or rented; if owned, whether or not free of mortgage; whether a farm or home; number of farm schedule; whether a survivor of Union or Confederate Army or Navy; whether blind or deaf and dumb.

CENSUS OF 1920

1 January 1920

Street name, house number, number of dwelling in order of visitation, number of family visited; name; relationship to head of family; whether home owned or rented; if owned, whether or not free of mortgage; sex; color or race; age; sex; year of immigration to U.S.; naturalized or alien; if naturalized, year of naturalization; whether attended school since 1 September 1919; able to read or write; place of birth and mother tongue of person, person's father and mother, whether able to speak English; profession; industry; whether employer, salary, or wage earner, farm schedule.

CENSUS OF 1930

1 April 1930

Street name, house number, number of dwelling in order of visitation, number of family visited; name; relationship to head of family; whether home owned or rented; value of home or monthly payment; radio set; live on farm; sex; color or race; age; marital condition; age 1st marriage; education; place of birth, birth place of person's father and mother; mother tongue of foreign born; year of immigration to U.S.; naturalized or alien; speaks English.

CENSUS OF 1940

1 April 1940

Street name, house number, number of dwelling in order of visitation; whether owned or rented, value of home, family yes-no; name; relationship to head of family; sex; color or race; age; marital status; attended school, highest grade; place of birth, citizenship if foreign born; farm; at work, not at work, seeking work, hours at government work; work, home/school; occupation, industry, income.

People on lines 4 and 40 answered more questions.

IN DEED, INDEED! DEFINITIONS

BOUNDS: used in land measurement, this term refers to natural objects (such as "two trees" and artificial objects (e.g. a mound of rocks or names of persons whose land adjoins that which is being surveyed).

CHAINS: 60 feet - 10 square chains equal 1 acre.

CHATTEL: moveable personal property.

DEED: the written legal document that transfers the ownership of property. The most common deed is a deed in fee, which gives a fee simple title to property. The name is usually shortened to deed. Also made for slave sales.

DEED IN FEE SIMPLE: a conveyance of the absolute ownership of land. **FEE:** heritable land held in return for service to a lord. **FEE SIMPLE:** ownership of land that can be inherited by any heirs.

DOWER: a provision of law which entitles a married woman to receive a portion of her husband's estate for her and her children's support upon death, if he dies without leaving a will. Usually a life estate in her husband's estate.

FEDERAL LAND PATENT: the initial transfer of land titles from the Federal government to individuals.

HOMESTEAD: allowed settlers to apply for up to 160 acres of public land if they lived on it for five years and proof of cultivation. This land is not cost anything per acre, but the settler did pay a filing fee.

INDENTURE: a written agreement. Originally, the document was written in duplicate, and the two copies placed side by side and "indented", or cut, with a wavy line so they fit together perfectly.

METES: water courses, distances, etc. given in a land survey. The term is used in land measurements and refers to the direction and distance of a line.

METES AND BOUNDS: a combination of terms used to describe a type of survey. Also known as an indiscriminate survey and sometimes called courses and distances.

MORTGAGE (Deed of Mortgage): a deed which promises property as security for a debt of money.

PATENT OR GRANT: the first deed to a piece of land from the government.

PUBLIC LAND SURVEY: public domain land was granted by foreign treaties and gifts to, and purchases by the federal government after 1776, and does not apply to states using state land methods.

PUBLIC LAND SURVEY LEGAL LAND DESCRIPTIONS: land as described in numbered townships in tiers north and south of the base line and ranges east and west of the principal meridians.

PUBLIC LAND SURVEY SYSTEM: actually consists of a series of separate surveys. Most PLSS surveys begin at an initial point, and townships are surveyed north, south, east, and west from that point. The north-south line that runs through the initial point is a true meridian and is called the Principal Meridian. There are 37 Principal Meridians, each is named, and these names are used to distinguish the various surveys. The east-west line that runs through the initial point is called a base line. This line is perpendicular to the Principal Meridian.

ROD, POLE, PERCH: 16½ feet

http://nationalatlas.gov/articles/boundaries/a_plss.html

AMERICA'S WARS

COLONIAL WARS:

KING PHILIP'S WAR (1675-1676) Philip was chief of the Wampanoag (a tribe of the Algonquin) from 1662 until his death in 1676. The Wampanoags lived in southeast Massachusetts near the Pilgrims.

KING WILLIAM'S WAR (1689-1697) King William III (and wife, Mary II) of England, Scotland, and Ireland took the throne in 1689 after James II was deposed.

QUEEN ANNE'S WAR (1701- 1713) After William died in 1701 the younger sister of Mary II became Queen and "inherited" the war.

KING GEORGE'S WAR (1744-1748) George II's war pitted British and colonials against the French. The colonials captured Louisburg, Cape Breton Island, 7 June 1745, which was returned to France in 1748 by the Treaty of Aix-la-Chapelle. (Remember - no United States, no Canada - yet!)

FRENCH & INDIAN WAR(S) (1754-1763) This series of skirmishes began when French occupied Ft. Duquesne (Pittsburg). British moved Acadian French from Nova Scotia to Louisiana (Cajuns). British captured Quebec. 10 Feb 1763, peace pact signed and the French lost Canada and Midwest areas.

REVOLUTIONARY WAR (1774-1783) Boston "tea party"; Patrick Henry's "Give me liberty or give me death!"; Paul Revere's ride; Minutemen at Concord and Lexington; Ethan Allen and the Green Mountain Boys at Ft. Ticonderoga, NY; Bunker Hill; George Washington named "commander in chief"; France and Spain agree to provide arms; Declaration of Independence approved 4 July 1776; Washington recrossed the Delaware River after a previous defeat; Articles of Confederation adopted by Continental Congress 1777; Lord Cornwallis surrendered 19 Oct 1781; Britain and U.S. signed peace treaty 3 Sep 1783; Washington ordered army disbanded 3 Nov 1783.

WAR OF 1812 (1812-1815) Britain seized U.S. ships trading with France and 4,000 naturalized U.S. sailors by 1810; Britain armed Indians who raided western borders; Congress declared war 18 June 1812; British burned the Capitol and White House 24 Aug 1814; Francis Scott Key wrote the words to "Star Spangled Banner" 14 Sep 1814. Even though the peace treaty had been signed at Ghent 24 Dec 1815; 5,300 British, unaware of the treaty, attacked U.S. entrenchments near New Orleans 8 Jan 1815; British had more than 2,000 casualties, Americans lost 71.

INDIAN WARS (1817-1858) Over 40 years of Indian uprisings including (but not limited to) the Black Hawk War in 1832 with the Sank (Algonquian Tribe) of Michigan, Wisconsin, and Illinois (later merged with the Fox of WI) and all were pushed west across the Mississippi. A Seminole (FL, AL, GA) eight year uprising resulted in the Indians being sent to Oklahoma. Gold was discovered on Cherokee land in Georgia; Indians were forced to cede their lands 20 Dec 1835 and to cross the Mississippi to Oklahoma via "Trail of Tears" in 1838.

MEXICAN WAR (1846-1848) President James K. Polk ordered Gen. Zachary Taylor to seize disputed Texan land settled by Mexican. After the border clash. U.S. declared war 13 May; Mexico declared war, 23 May. Treaty signed 2 Feb 1848, war ended; Mexico ceded claims to Texas, California, and other territory.

CIVIL WAR (1861-1865) Seven southern states set up Confederate States of America, 8 Feb 1861; war began as Confederates fired on Ft. Sumter in Charleston, SC, 12 Apr 1861. President Lincoln called for 75,000 volunteers, 15 Apr 1861; Battle of Bull Run, 21 July 1861; Gettysburg, PA, 1-2 Jul 1863; Gettysburg Address, 19 Nov 1863; General Sherman marched through Georgia; Sand Creek massacre of Cheyenne and Arapaho Indians awaiting surrender terms, 29 Nov 1864. General Robert E. Lee surrendered 27,800 Confederate troops to General Grant at Appomattox Court House, VA, 9 Apr 1865; last rebel troops surrendered, 26 May 1865.

SPANISH-AMERICAN WAR (1898) U.S. Maine battleship blown up, 15 Feb 1898 in Havana, 260 killed. U.S. declared war on Spain, 24 Apr 1898; destroyed Spanish fleet in the Philippines, 1 May; took Guam, 20 June; Puerto Rico taken, 25 Jul- 12 Aug. Spain agreed 10 Dec to cede the Philippines, Puerto Rico, and Guam, and approve independence for Cuba. The Spanish-American War made Theodore Roosevelt a nationally known figure. He organized the 1st U.S. Volunteer Cavalry (Rough Riders) and, as lieutenant colonel, led the charge up Kettle Hill in San Juan, Cuba.

WORLD WAR I (1914-1918) President Woodrow Wilson proclaimed U.S. neutrality in the European war, 4 Aug 1914. Germany, suffering from British blockade, declared almost unrestricted submarine warfare, 31 Jan 1917; U.S. cut diplomatic ties with Germany, 3 Feb and formally declared war, 6 April 1917. More than 1 million troops were in Europe by July 1918; War ended with signing of armistice, 11 Nov 1918.

WORLD WAR II (1939-1945) U.S. declared neutrality in European war, 5 Sep 1939; Roosevelt proclaimed a limited national emergency, 8 Sep 1939; an unlimited emergency, 27 May 1941. Lend-Lease Act, 11 Mar 1941 provided \$7 billion in military credits for Britain. Japan attacked Pearl Harbor, Hawaii, 7 Dec 1941; U.S. declared war on Japan, 8 Dec, on Germany and Italy, 11 Dec 1941, after those countries declared war. Germany surrendered, 7 May 1945; Japan surrendered, 2 Sep 1945.

KOREAN WAR (1950-1953) North Korea forces invaded South Korea, 25 June 1950; UN asked for troops to restore peace; Truman ordered Air Force and Navy to Korea, 27 June, approved ground forces and air strikes, 30 June. Korean War armistice signed 27 July 1953.

VIETNAM WAR (1954-1975) U.S. agreed 12 Feb 1955 to help train South Vietnamese army. U.S. evacuated Americans and some S. Vietnamese from Saigon 29 Apr 1975; S Vietnamese government officially surrendered, 30 Apr 1975.

PERSIAN GULF WAR, DESERT SHIELD/DESERT STORM (7 August 1990 - 27 Feb 1991) The U.S. and its allies defeated Iraq and liberated Kuwait, which Iraq had overrun in Aug 1990. On 17 Jan 1991, the allies launched a devastating attack on Iraq from the air. In a ground war starting 24 Feb, that lasted just 100 hours, the U.S.-led attackers killed or captured many thousands of Iraqi soldiers and sent the rest into retreat before Pres. Bush ordered a cease-fire, 27 Feb 1991.

IRAQ WAR (20 March 2003 - 19 August 2010) The U.S. and the United Kingdom asserted that the possibility of Iraq employing weapons of mass destruction threatened their security and that of their coalition/regional allies. Following the invasions, the U.S. -led Iraq Survey Group concluded that Iraq had ended its nuclear, chemical, and biological programs in 1991 and had no active programs at the time of the invasion but that Iraq intended to resume production once Iraq sanctions were lifted. The invasion of Iraq led to an occupation and the eventual capture of President Hussein, who was later tried in an Iraqi court of law and executed by the new Iraq government.

AFGHANISTAN WAR (7 October 2001 - present) The U.S. military's Operation Enduring Freedom was launched, along with the British military, in response to the 11 September 2001 attacks on the U.S. in New York, Washington and Pennsylvania. The UK has since 2002, led its own military operation Herrick, as part of the same war in Afghanistan. The character of the war evolved from the violent struggle against Al-Qaeda and its Taliban supporters to a complex counterinsurgency effort.

YOUR DAY IN COURT

Though you'll find many courthouse and town records on microfilm, not all records have been preserved this way. Sooner or later, you'll likely have to go to the courthouse yourself. And there's nothing like the smell of musty records, the feel of heavy deed books or the look on the clerk's face when you say you're a genealogist looking for your ancestors.

In some courthouses, you'll be allowed to search the indexes and records yourself; in others, a clerk will do it for you. Some will let you view only microfilmed records because the originals have been transferred to the state archives or an off-site storage facility. If the courthouse or town hall has off-site storage, you might have to wait a day or two for the records to be delivered.

It's always a good idea to write or call the courthouse prior to your visit to see what hours it's open and whether it will be closed for any special reason, such as a state holiday. Other questions to ask:

- Do you have a photocopier for public use? How much do copies cost?
- Can I make change there, or should I bring coins?
- How much does it cost to get a certified and non-certified copy of a record?
- Where's the nearest place to eat? To park?
- Is the building handicapped-accessible?
- Can researchers take in briefcases?
- Are laptop computers allowed?
- Do I need to see a particular person about looking at a certain record?
- Does the office close for lunch?
- Are any records stored elsewhere, and how can I get access to them?
- Do you have a pamphlet outlining the repository's holdings?

When you get to the courthouse, don't expect clerks to act as your personal research assistants. They usually don't share your enthusiasm for family history, and assisting genealogists isn't their primary duty. When asking for help, it's best not to go into detail about your research. Give them only enough information to help you find what you're looking for. Be as pleasant and friendly as possible, even though the person behind the counter might not be. Remember: The clerk has what you want—the records.

Some researchers go the extra mile for a particularly helpful clerk. They'll send a thank you note, candy and even flowers, and mention their visit in some way so the clerk will remember them—and be even more helpful the next time they visit the courthouse.

COUNTY BOUNDARIES

County names and boundaries have changed over the years, so knowing a county's "genealogy," including its "birth date" and "parent" counties, is crucial. *The Family Tree Resource Book for Genealogists* helps you sort out US counties' lineages—it tells—you which counties have which records for which areas. You'll also find county, parish or town hall contacts, as well as historical background, research tips, record highlights and lists of repositories for each state.

YOUR GENEALOGY DOCKET

These records represent just a sampling of what you might find at your ancestors' county courthouses:

- adoptions
- apprenticeships and indentures
- bastardy cases
- business and professional licenses
- coroner's files and inquests
- court proceedings
- guardianship papers
- homestead files

- insanity and commitment hearings
- jury lists
- justice of the peace records
- land deeds, surveys and plat maps
- livestock brands and marks
- mortgages and leases
- name changes
- naturalizations
- orphans records
- poorhouse/ county farm records
- prenuptial agreements
- property foreclosures
- tax rolls
- vital records
- voter registrations
- wills and probates
- wolf-scalp bounties

SAMPLE LETTER TO COUNTY CLERK FOR INFORMATION

Orange County Clerk
P.O. Box 230
Orange, VA 22960

To Whom It May Concern:

I am looking for the will of William Shough, who died in your county in 1878. Could you please check your index for this (as well as under the spelling Show), and let me know if you have a will recorded for him and what the cost would be to obtain a copy of the full record?

Thank you for your assistance. I am enclosing a self-addressed, stamped envelope for your reply.

Sincerely,

(Your Name Here)

Some people prefer to include a check for, say, \$5 with the self-addressed, stamped envelope, and then mention in the letter that they will send any additional fee. (Even if you include a check, always include that self addressed, stamped envelope for the clerk's convenience.) In my experience, either way works fine.

Keep in mind that most clerks will search only for what you specifically ask. Although William Shough died in 1878, his will might have been recorded several years later. To be safe, you might want to give a five- to 10-year search span. Likewise, the clerk probably won't check under different spellings, so include a couple of variations.

You can make the clerk's job easier if you've already done some of the legwork. Say you've viewed microfilmed courthouse record indexes at your FHC, but you don't have access to the records themselves. Don't force the clerk to duplicate your efforts include the volume and page number from the index in your written request.

SILENCED STORIES CAN BECOME LOST TREASURES

© Connie Lenzen, "Genealogy Today"
(Neighbors section of The Columbian) 22 Jan 2004

The stories of our ancestors are stories that need to be told. It is by telling the stories that our ancestors' lives are preserved.

In addition, future historians will use these stories when they gather information about the past.

Some of the stories are not told. They are silenced. One that almost was silenced is that of a man who was recruited to help bury the victims of the 1918 influenza epidemic. He told his wife, "Don't tell anyone where I go each day, cuz' we will be forced out of this apartment if it is known." She didn't tell, and he didn't tell. Fortunately, his son remembered and, many years later, told his son.

Another story was about a woman who was murdered by the hired man in 1880. He cut her throat from ear to ear - a gruesome way to die. However, by the time the story was manicured, she had committed suicide. Yes, the hired man's family was influential in the community.

Stories are silenced for six reasons:

- (1) Someone breaks the code of society;
- (2) The family underestimates the worth of the story;
- (3) People do not understand the experience;
- (4) The shame is so great that the event is sealed to protect the family;
- (5) The family would rather keep the peace, and;
- (6) It is easier to avoid the anger.

I just finished a book about a silenced story, Bold Spirit, Helga Estby's "Forgotten Walk Across Victorian America." Linda Lawrence Hunt writes about Helga Estby and her daughter, Clara, who walked from Spokane to New York in 1896. They would win \$10,000 if they successfully made the trip in six months. The two women started with \$5. They were supposed to earn money to pay for food and lodging.

Helga accepted the challenge because her family needed money to payoff the mortgage on their farm. However, it was not seen as appropriated for women to do this type of thing. The shame was so great that her family refused to talk about what she had done.

Her grandchildren accidentally found out the story and treasured it.

I challenge each of you to write the stories of your families. Those stories that fit into one of the silenced categories are ones that also need to be written.

If the story is too embarrassing or hurtful to tell, you may want to tuck it away for future generations to find. Attitudes may change in 25 or 50 or 100 years.

Connie Lenzen can be reached in care of The Columbian, P. O. Box 190, Vancouver, WA 98666. Include a self-addressed, stamped envelope for a personal reply. Or e-mail her at gencolumn@yahoo.com.

ERRORS DO HAPPEN SO DON'T BE SHY ABOUT CORRECTIONS

by Connie Lenzen, "Genealogy Today"
(Neighbors section of The Columbian) 16 Jan 2003

Several Columbian readers have found incorrect information about their family on the Internet and in books.

One woman found a Web site where her grandmother was given a set of twins that the family never knew about. Plus, the grandmother was given a different death date, death place, and place of burial.

Our reader attended the funeral, and she decorates the grave on Memorial Day, so she know the facts.

Another person found a book where the author connected the wrong people to her grandparents' family. They added two sons who were not born to her grandmother. Their names "fit" in the family naming pattern, but they belonged to her grandfather's brother.

Unfortunately, most genealogists will run across at least one of these situations. Errors creep into genealogies when two people with the same name live in the same area, when reliance is made upon aged relatives' memories, and when people download pedigree charts that "look like" they should fit into their line.

How does a genealogist correct errors? Contact the author and explain why your information is correct. Ask to have the material corrected. Most genealogist are happy to make the corrections.

If the author is dead, or if they can't be located, the job becomes more difficult. The "wrong" information is not going to be corrected.

If it is on the Internet, it will be downloaded by unsuspecting genealogists who will pass it on to other unsuspecting genealogists. It is up to you to write up the correct information, with documentation, and publish it in a book, in a periodical, or on the Internet.

When you write up your argument telling why your information is correct, you should include documentation. That means censuses, obituaries, vital records, and other documents. Readers will see the validity of your version of the family history.

If the genealogical society in the area where the ancestor lived produces a periodical, you can submit an article to them. Most genealogical periodicals are indexed by title in the Periodical Source Index "PERSI" that is produced by the Allen County Public Library. This helps other researchers find your corrections. You can also write up a monograph about your family and send it to a library or genealogical society in the area where the family lived.

If you are Internet savvy, you can put your family information on Ancestry.com, or one of the mailing list, or on a Web page.

CHECK DOCUMENTS' ACCURACY WITH ANALYSIS

© Connie Lenze, "Genealogy Today"
(Neighbors section of *The Columbian*) 15 Jan 2004

I received one of those telephone calls where a sweet-voiced person asked if I would answer a few questions for a survey. The first thought that entered my mind as, "It's none of your business." After I told the telephone interviewer that I don't answer telephone surveys, I paused to wonder what my ancestors thought when the census enumerator called on them. Did they give hurried answers in an attempt to get ride of the questioner? Did they accurately remember dates and places?

I tried an experiment with my 12-year old grandson and asked him the questions that were on the 1880 census. He was fairly accurate about his parents' names and ages but failed on the questions about their birth states.

This gave me new insight into what is on censuses. For all I know, it could have been the 12-year-old who provided the information about my ancestors. Even worse, it could have been the next-door neighbors.

Looks like I'll be a bit more skeptical about censuses. I'm also skeptical about the information on death certificates.

I received a death certificate for a relative. There were the initials of his father's name, "D.K." I was ready to write down D. K. Johnson in my genealogy database when it dawned on me: The "D.K." stood for "Don't Know." That isn't as serious as the death date on this death certificate. It's wrong.

At least, I assume it is. I have a newspaper obituary for the man, and it is dated two days before the death date on the death certificate.

The information on documents is as reliable as the person who provided the information. If the person had first hand knowledge, if his mind was clear, if he was having a good day, then the information may be correct.

We need to remember to analyze everything that we find. Does it make sense? Did a woman give birth to a child when she was 11 years old? Maybe there is a mistake there.

Does the information match that on other documents? Is Grandpa Johnson's birth state given as Missouri on two censuses and Mississippi on a third? Maybe someone wrote down "Miss." for Missouri and someone else thought it was Mississippi.

The National Genealogical Society Quarterly contains excellent articles that demonstrate analysis skills. When the new issue arrives in my mailbox, whatever work I am supposed to be doing gets put aside as I read the articles. For those who do not subscribe, back issues are available at the Vancouver Public Library.

Connie Lenzen can be reached in care of *The Columbian*, P.O. Box 190, Vancouver, WA 98666. Include a self addressed, stamped envelope for a personal reply. Or email her at [<gencolumn@yahoo.com>](mailto:gencolumn@yahoo.com).

AFTER EXHAUSTING INTERNET, CHECK ACCURACY

by Connie Lenzen, "Genealogy Today"
(Neighbors Section of *The Columbian*) 23 Jan 2003

A reader writes: "I found a good amount of information about my family tree from the LDS site, [www familysearch org](http://www.familysearch.org) and from Ancestry.com. However, I've learned all that I can about my family from these two sites. Do you have suggestions about other Internet sites for further research?"

Many researchers find themselves in the same situation. They have compiled a family tree based on information gleaned from Internet sites.

There are "steps" that we follow when we do genealogical research. After collecting home sources and information from the relatives, the next step is to see if someone else has published information on our family. This is called "literature research," and we do it by looking at published books and lists of pedigrees in libraries and on the Internet.

If you are lucky, the information you find is correct. However, "a good amount of information" is not the same as "an amount of good information." Quantity is not the same as quality.

Few of the family groups on the Internet have been checked for accuracy. Unless dates and relationships are accompanied by a source, assume they are guidelines for further research.

That takes you to the next step; find the documents to prove the line. These include censuses, birth, marriage, and death records, land records, military records, passenger lists, etc.

The records were created on or about the time of the occurrence of an event and are often called primary documents. A few are on the Internet, but most are not.

Cyndi's List.com, an Internet site, [www cyndislist com](http://www.cyndislist.com) has links for records. Another Internet site to search is the USGenWeb, [www usgenweb com](http://www.usgenweb.com). Volunteers have posted information and records for all of the counties in the United States.

Most of the records you find on free Internet sites are not the originals; they are copies that someone typed and submitted for uploading. Naturally, there are errors when people make transcriptions. Numbers become reversed, words are misread or misspelled, sentences get left out, and so on.

The best place to find primary records, for almost free, is at one of the local Family History Centers.

Family History Centers are branch libraries of the largest genealogical library in the world, the Family History Library in Salt Lake City. Millions of documents in courthouses historical societies, vital records offices churches, and other repositories have been microfilmed. The catalog for this library is online at [www Familysearch org](http://www.Familysearch.org), and the microfilm can be requested for loan at Family History Centers throughout the United States.

USING QUERIES AS A RESEARCH AID

Most obviously, the greatest reward is getting a response from a query by a person who has your particular line back several generations. And occasionally that does happen. But just writing a query can be helpful. It will cause you to focus in on missing information and compare it to what you have on hand. A well written query will contain a focal question of missing (desired) information and be backed up with supporting information (details) to help others determine if they have helpful information.

When submitting a query, make sure names and dates are easy to read. If possible, look over queries from several sources to see how you can write yours. Try writing a few queries and submitting them to Ancestry.com or Genforum.

TIPS FOR WRITING QUERIES

1. Be brief, but give pertinent information.
2. Things to include:
 - a. Name of family or person you are looking for
 - b. Locality (county and state)
 - c. Time period
3. Examples of the types of queries and the responses they will probably elicit.
 - a. Very general type:

“Will exchange info on McCampbell, Rankin, Galbraith, and Hoskin.”

This is so general that if you do receive responses, they may not even deal with families in your geographic area.
 - b. General type:

“Need info on McCampbell family, Rockbridge Co., VA 1780's.”

Unlikely to receive information on your direct line.
 - c. Specific type:

“Need parents of David McCampbell, d. Rockbridge Co., VA 1840.”

More detailed and will get fewer responses. However, responses will probably deal with your own family.
4. Narrow your focus. Ask for specific information on only one family.

Example of one which needs narrower focus:

“CARLILE-HAMILTON. Will exchange information with others doing research on Carlile (Carlisle or Carlyle) families in Augusta, Bath and Highland Cos., VA., in the 18th Century. Seeking parents of Margaret Davis Hamilton, born Nov 1800, married Robert Carlile, 1825, Bath County.”

This could have been divided into 2 queries on either the CARLILE or HAMILTON families!
5. Watch your modifiers. Make sure your query makes sense to the reader.

“Dennis B.M. JOURDAIN, born VT, married Erie Co., PA, 1816, Mary FORCE, died Medina Co. OH 1851.” Who died in 1851?
6. Target you market. Place your query in a publication which serves the area of research. For national circulation, The Genealogical Helper takes paid queries. The NGS Newsletter publishes queries for its members. For your specific area, it is best to place one in either the state or local publication where the family lived.

- from the 1993 NGS Conference in the States

RECOMMENDED READING

The Researcher's Guide to American Genealogy, Val D. Greenwood (available at most libraries)

The Handybook for Genealogists (USA) Everton Publishers (available at most libraries)

Ancestry's Red Book: American State, County and Town Sources, Alice Eicholz, ed. (available in most libraries)

Evidence Explained: Citing History Sources from Artifacts to Cyberspace, Elizabeth Shown Mills, Genealogical Publishing Co., Baltimore, MD 2007

The Complete Idiot's Guide to Genealogy, Christine Rose and Kay Germain Ingalls, Alpha Books (available at Barnes & Noble, etc.)

First Steps in Genealogy, Desmond Walls Allen, F & W Publications, Inc., 1507 Dana Ave., Cincinnati, OR 45207. (800) 289-0963

Introduction to Genealogy (Family Chronicle), Moorshead Magazine Ltd., PO Box 1201, Lewiston, NY, 14092-9934

Your Genealogy Today (formerly Family Chronicle), The Magazine for Families Researching their Roots PO Box 1201, Lewiston, NY 14092-9923 (or 10 Gateway Blvd, Suite 490, North York, Ontario, M3C 3T4 CANADA)

GENEALOGY WEBSITES WORTH SURFING

www.cyndislist.com - Cyndi Howell's website, always recommended

www.familysearch.org - LDS free website with access to some original documents.

www.usgenweb.com - links together the websites for all 50 states

www.rootsweb.com - multiple surname lists

www.ancestry.com - access to many original documents some part are free, however, to view documents there is a fee \$\$\$.

www.nara.gov/nail/cgi-bin/starfinder/ - American National Archives and Records Administration online. "NAIL" is an interactive database indexing some of NARA's holdings.

www.findagrave.com - information concerning gravesites across the country.

ELLIS ISLAND - YEARS OF IMMIGRATION

Clark County Genealogical Society
by Maryalice Gordon

The New York harbor area has been a processing center for immigrants since 1855, Ellis Island being the most well known. But the actual time that the receiving station was on Ellis Island is relatively short, a total of 29½ years. As the immigration records from Ellis Island are now so readily available, it is easy to become discouraged when an ancestor is not listed. So where did these immigrants leave their first footprints on American soil?

Prior to August 1855, immigrants disembarked on the Manhattan wharves with only some ships' manifests to attest to their arrival. New Yorkers were concerned (and rightfully so!) that people with contagious diseases and other "unwanted" persons were walking right into New York City. Also, some of the immigrants were being subjected to fraud, robbery, and deceit because they had no advocate to speak up for them, so New York state established Castle Garden on the southwest tip of Manhattan Island to monitor these foreigners.

When the United State Secretary of the Treasury terminated the contract with the New York Commissioners of Emigration in 1890 and assumed control of immigration in the harbor, New York state and city officials objected and closed Castle Garden to immigrations. Amid the confusion the federal government in 1891 opened a temporary processing center at the Old Barge Office near the U. S. Customs House in southeast Manhattan. A 27½ acre swampy piece of federally owned property was transferred to the Treasury Department for a federal immigrant receiving station - Ellis Island. The new facility, a three story, all wood structure in which as many as 5,000 people were processed daily, opened 1 Jan 1892. The federal government also assumed jurisdiction over all ports, not just New York, so other processing centers were located at other ports of entry.

Then just before midnight on 14 June 1897, a fire consumed the wooden building on Ellis Island. Fortunately no ship records were lost as they were kept elsewhere, but all the Castle Garden administrative records for 1855 through 1890 were burned. So—back to the Old Barge Office for another 3½ years while a new steel, brick, and stone building was constructed on Ellis Island. It opened mid-December 1900, and was expanded many times until 1924 when immigration laws tightened. Ellis Island was the gateway to America for more that 12 million immigrants between 1892 and 1924.

During WW II Ellis Island was used as a detention center for enemy aliens then was closed and put on the market in 1954 as surplus federal property. Apparently no one wanted the property and in 1965 the National Park Service took official possession. By 1974 the buildings had deteriorated and the federal government allocated a million dollars for a Bicentennial cleanup. Then under the leadership of Lee Iacocca, restoration of the main building began and in 1990 the Ellis Island Immigration Museum opened after a \$170 million (mostly public donations) restoration. I've been there - it's worth the trip!

Prior to Aug 1855 - wharves of Manhattan (look for ship records)

1 Aug 1855 ~ 18 Apr 1890 – Castle Garden
19 Apr 1890 ~ 31 Dec 1891 – Old Barge Office
1 Jan 1892 ~ 13 Jun 1897 – Ellis Island
14 Jun 1897 ~ 16 Dec 1900 – Old Barge Office
17 Dec 1900 ~ 1924 – Ellis Island

A FEW MAJOR LIBRARIES AROUND THE STATES!

Allen County Public Library Historical
Genealogy Department 900 Webster Street
Fort Wayne, IN 46802
acpl.lib.in.us/
[PERiodical Source Index \(PERSI\)](http://www.acpl.lib.in.us/databasegraphics_orderJorm.html)
www.acpl.lib.in.us/databasegraphics_orderJorm.html

Boston Public Library
666 Boylston St
PO Box 286
Boston, MA 02117 www.bpi.org/
www.NewEnglandAncestors.org

Clayton Library
Houston Public Library
5300 Caroline Street
Houston, TX 77004
www.houstonlibrary.org/clayton

Dallas Public Library
Genealogy Section
515 Young Street
Dallas, TX 75201
<http://dallaslibrary.org/>

Daughters of the American Revolution Library
(National Society)
1776 D Street, N.W.
Washington, D.C. 10006-5392
<http://dar.library.net/>

Family History Library of
The Church of Jesus Christ of
Latter-day Saints
5 North West Temple
Salt Lake City, UT 84150
www.familysearch.org

Library of Congress
History and Genealogy Reading Room

Thomas Jefferson Annex
10 First Street, S.E.
Washington, D.C. 20540
www.loc.gov

Mid-Continent Public Library
(24 Hwy and Spring, location)
630 West Fifth Street (mail)
Independence, MO 64050
www.mcpl.lib.mo.us/

The National Archives
700 Pennsylvania Ave.
Washington, D.C. 20408
www.archives.gov
www.glorerecords.blm.gov
www.nara.gov/genealogy/genindex
www.itd.nps.gov/cwss/ (Civil War)

National Genealogical Society
4527 17th Street North
Arlington, VA 22204
www.ngsgenealogy.org

The New England Historic Genealogical Society
99-101 Newbury Street
Boston, MA 02116
www.newEnglandancestors.org
Massachusetts Vital Records
www.NewEnglandAncestors.org

The New York Public Library
Fifth Avenue & 42nd Street
New York, NY 10018
www.nypi.org/research/chss/lhg/genea/html

Newberry Library
60 West Walton Street
Chicago, IL 60610
www.newberry.org/

Check for more leading public libraries
www.familytreemagazine.com/articles/librarylinks.html

TOP 100 GENEALOGY WEBSITES FOR 2014

from Genealogy In Time Magazine - www.genealogyintime.com. This list is updated every year.

RANK	WEBSITE	CATEGORY	COUNTRY	FEE PAY	2013 RANK	ADDRESS
1	Ancestry.com	records	USA	pay	1	http://www.ancestry.com/
2	Find A Grave	cemetery	USA	free	3	http://www.findagrave.com/
3	FamilySearch	records	USA	free	4	http://www.familysearch.org/
4	MyHeritage.com	family tree	USA	pay	2	http://www.myheritage.com/
5	Geni.com	family tree	USA	pay	5	http://www.geni.com/
6	Ancestry.co.uk	records	UK	pay	6	http://www.ancestry.co.uk/
7	GeneaNet	family tree	France	free	8	http://www.geneanet.org/
8	Archives.com	records	USA	pay	7	http://www.archives.com/
9	Genealogy.com	records	USA	pay	9	http://genealogy.com/
10	Genealogy Bank	newspapers	USA	pay	11	http://www.genealogybank.com/gbnk/
11	Eastman's Online Genealogy Newsletter	blog	USA	free	22	http://blog.eogn.com/
12	Ancient Faces	forum	USA	free	12	http://www.ancientfaces.com/
13	Arkivverket Digitalarkivet	records	Norway	free	13	http://arkivverket.no/eng/content/view/full/629
14	Family Tree DNA	DNA testing	USA	pay	17	http://www.familytreedna.com
15	Ancestry.ca	records	Canada	pay	19	http://www.ancestry.ca/
16	Genealogy In Time Magazine	magazine	Canada	free	21	http://www.genealogyintime.com/
17	Ancestry.com.au	records	Australia	pay	16	http://www.ancestry.com.au/
18	Find My Past UK	records	UK	pay	14	http://www.findmypast.co.uk/
19	Fold3	records	USA	pay	20	http://www.fold3.com/
20	MyHeritage.no	family tree	Norway	pay	18	http://www.myheritage.no/
21	Wiki Tree	family tree	USA	free	31	http://www.wikitree.com/
22	Newspapers Archive	newspapers	USA	pay	13	http://www.newspapersarchive.com/
23	Roots Chat	forum	UK	free	42	http://rootschat.com/
24	Mundia	family tree	USA	pay	39	http://www.mundia.com/

25	Genealogie.com	family tree	France	pay	23	http://www.genealogie.com/
26	Newspapers.com	newspapers	USA	pay	78	http://www.newspapers.com/
27	Genealogy.About.com	articles	USA	free	28	http://genealogy.about.com/
28	Mocavo	search engine	USA	pay	25	http://www.mocavo.com/
RANK	WEBSITE	CATEGORY	COUNTRY	FEE PAY	2013 RANK	ADDRESS
29	MyFamily	forum	USA	pay	10	http://www.myfamily.com/
30	Genes Reunited	records	UK	pay	24	http://www.genesreunited.co.uk/
31	JTA Jewish News Archives	newspapers	USA	free	32	http://archives.ita.org/
32	USGenweb Archives	records	USA	free	26	http://usgwarchives.net/
33	JewishGen	ethnic heritage	USA	free	34	http://www.jewishgen.org/
34	DIS-Norway	society	Norway	free	n/a	http://www.disnorge.no/
35	Steve Morse	search engine	USA	free	56	http://stevemorse.org/
36	MyHeritage.es	family tree	Spain	pay	37	http://www.myheritage.es/
37	Cyndis liat	links	USA	free	35	http://cyndislist.com/
38	Ellisland.org	records	USA	free	30	http://www.ellisland.org/
39	World Vital Records	records	USA	free	29	http://www.worldvitalrecords.com/
40	Genealogy Trails	records	USA	free	50	http://genealogytrails.com/
41	Family Tree Magazine	magazine	USA	pay	43	http://www.familytreemagazine.com/
42	Free BMD	records	UK	free	36	http://www.freebmd.org.uk/
43	American Ancestors	society	USA	pay	38	http://www.americanancestors.org/
44	ProGenealogists	services	USA	pay	81	http://www.progenealogists.com/
45	Tribal Pages	family tree	USA	pay	44	http://tribalpages.com/
46	Billion Graves	cemetery	USA	free	110	http://billiongraves.com/
47	British History Online	records	UK	free	59	http://www.british-history.ac.uk/
48	ScotlandsPeople	records	Scotland	pay	53	http://www.scotlandspeople.gov.uk/
49	Legacy Family Tree	software	USA	pay	51	http://www.legacyfamilytree.com/
50	Fulton History	newspapers	USA	free	45	http://fultonhistory.com/
51	MyHeritage.fr	family tree	France	pay	49	http://www.myheritage.fr/
52	Daughters of the American Revolution	society	USA	pay	57	http://dar.org/

53	Ahnenforschung.net	forum	Germany	free	65	http://ahnenforschung.net/
54	Genealogie Online	family tree	Netherlands	pay	85	http://www.genealogieonline.nl/
55	MyHeritage.de	family tree	Germany	pay	40	http://www.myheritage.de/
RANK	WEBSITE	CATEGORY	COUNTRY	FEE PAY	2013 RANK	ADDRESS
56	Genoom	family tree	Spain	free	70	http://www.genoom.com/
57	British Newspaper Archive	newspapers	UK	pay	66	http://www.britishnewspaperarchives.co.uk/
58	Genealogy Today	records	USA	pay	67	http://genealogytoday.com/
59	FindMyPast.com	records	USA	pay	48	http://www.findmypast.com/
60	Roots Ireland	records	Ireland	pay	83	http://www.rootsireland.ie/
61	RootsMagic	software	USA	pay	63	http://www.rootemagic.com/
62	thePeerage	records	UK	free	60	http://thepeerage.com/
63	Canada's Anglo-Celtic Connections	blog	Canada	free	95	http://anglo-celtic-connections.blogspot.com/
64	WieWasWiie	records	Netherlands	free	104	http://www.wiewaswie.nl/
65	MyHeritage.pl	family tree	Poland	pay	69	http://www.myheritage.pl/
66	Interment	cemetery	USA	free	55	http://interment.net/
67	My Trees	family tree	USA	pay	52	http://www.mytrees.com/
68	FamilyLink	records	USA	pay	41	http://www.familylink.com/
69	Family Tree Webinars	magazine	USA	pay	n/a	http://www.familytreewebinars.com/
70	Genuki	records	UK	free	58	http://genuki.org.uk/
71	MyHeritage.com.br	family tree	Brazil	pay	64	http://www.myheritage.com.br/
72	Forces War Records	records	UK	pay	72	http://www.forces-war-records.co.uk/
73	MyHeritage.nl	family tree	Netherlands	pay	61	http://www.myheritage.nl/
74	The Genealogist	records	UK	pay	92	http://www.thegenealogist.co.uk/
75	Ancestry.se	records	Sewden	pay	109	http://www.ancestry.se/
76	Family Tree Maker	software	USA	pay	62	http://familytreemaker.com/
77	Commonwealth War Graves Commission	records	UK	free	93	http://www.cwgc.org/
78	Dansk Demografisk Database	records	Denmark	free	144	http://ddd.dda.dk/ddd.en.htm
79	Irish Genealogical Research Society	society	Ireland	pay	n/a	http://www.irishancestirs.ie/
80	FindMyPast Ireland	records	Ireland	pay	116	http://www.findmypast.ie/
81	Genealbloggers	blog	USA	free	89	http://www.genealbloggers.com/
82	Heritage Quest Online	records	USA	pay	74	http://www.heritagequestonline.com/
83	Ancestry.de	Records	Germany	pay	68	http://www.ancestry.de/

84	sysoon	cemetery	USA	free	46	http://www.sysoon.com/
85	Death Indexes	links	USA	free	76	http://www.deathindexes.com/
86	We Relate	wiki	USA	free	54	http://www.werelate.org/
87	Gould Genealogy	services	Australia	pay	157	http://www.gouldgenealogy.com/
RANK	WEBSITE	CATEGORY	COUNTRY	FEE PAY	2013 RANK	ADDRESS
88	Geneawiki	wiki	France	free	86	http://www.geneawiki.com/
89	Genea-Musings	blog	USA	free	80	http://www.geneamusings.com/
90	MyHeritage.se	family tree	Sweden	pay	n/a	http://www.myheritage.se/
91	Volksbund	records	Germany	free	134	http://www.volksbund.de/
92	ObituariesHelp.org	links	USA	free	47	http://www.obituariesHelp.org/
93	MyHeritage.it	family tree	Italy	pay	100	http://www.myheritage.it/
94	Access Genealogy	search engine	USA	free	71	http://www.accessgenealogy.com/
95	Ontario Genealogical Society	society	Canada	free	77	http://www.ogs.on.ca/
96	Automated Genealogy	records	Canada	free	73	http://www.sutomatedgenealogy.com/
97	Ancstry.fr	records	France	pay	n/a	http://www.ancestry.fr/
98	USGenweb Project	records	USA	free	113	http://www.usgenweb.org/
99	Familiaridade	family tree	Brazil	free	142	http://www.familiaridade.com.br/
100	Irish Genealogy	records	Ireland	free	117	http://www.irishgenealogy.ie/

GENEALOGY QUIPS

My family coat of arms ties at the back. . . is that normal?
My family tree is a few branches short! All help appreciated.
My ancestors must be in a witness protection program!
Shake your family tree and watch the nuts fall!
My hobby is genealogy. I raise dust bunnies as pets.
How can one ancestor cause so much TROUBLE?!
I looked into my family tree and found out I was 'a sap
I'm not stuck; I'm ancestrally challenged.
I'm searching for myself. Have you seen me?
If only people came with pull-down menus and on-line help
Isn't genealogy fun? The answer to one problem leads to two more!
It's 2014.. . Do you know where your G-G-Grandparents are?
A family reunion is an effective form of birth control.
A family tree can wither if nobody tends it's roots.
A new cousin a day keeps the boredom away.
After 30 days unclaimed ancestors will be adopted.
Am I the only person up my tree. . . sure seems like it.
Any family tree produces some lemons, some nuts, and a few bad apples.
Ever find an ancestor HANGING from the family tree?
Floor: The place for storing your priceless genealogy records.
Gene-Allergy: It's a contagious disease, but I love it.
Genealogists are time unravelers.
Genealogy is like playing hide and seek: They hide ... I seek!
Genealogy: Tracing yourself back to better people.
"Crazy" is a relative term in my family.
A pack rat is hard to live with but makes a fine ancestor.
I want to Find ALL of them! So far I only have a few thousand.
I should have asked them BEFORE they died!
I think my ancestors had several bad "heir" days.
I'm always late. My ancestors arrived on the JUNE-flower.
Only a genealogist regards a step backwards as progress.
Share your knowledge; it is a way to achieve immortality.
Heredity: Everyone believes in it until their children act like fools!
It's an unusual family that hath neither a lady of the evening or a thief.
Many a family tree need pruning.
Shh! Be very, very quiet. . . I'm hunting forebears.
Snobs talk as if they had begotten their own ancestors!
That's strange; half my ancestors are WOMEN!
I'm not sick; I've just got fading genes.
Genealogists live in the past lane.
Cousins marrying cousins: Very tangled roots!
Cousins marrying cousins: A non-branching family tree.
All right! Everybody out of the gene pool!

Always willing to share my ignorance ...
Documentation ... the hardest part of genealogy.
Genealogy: chasing your own tale!
Genealogy will I ever find time to mow the lawn again?
That's the problem with the gene pool: No lifeguards.
I researched my family tree ... and apparently I don't exist!
My family tree is full of nuts!