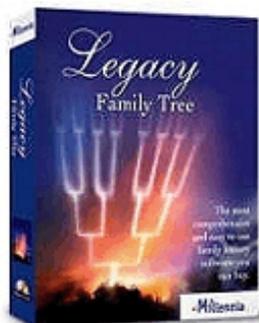


# BOUSE GENIES



## LEGACY FAMILY TREE VIDEO TRAINING SERIES

by Carolyn H. Brown

Just before we suspended our meetings for the summer we voted to purchase the *Legacy Family Tree Video Training Series* of CD's. I ordered the set which has arrived, and is ready for use by our members.

Legacy has recently announced that Legacy 7 is available for purchase. If you purchased Legacy 6 since November 2007 you should be eligible for the free upgrade to Legacy 7. If you have been using the free version, now may be the time to pay for the upgrade. The one big omission from the CD's in relationship to Legacy 7 is the new charting capability. Though the CD's are for Legacy 6, the basics are applicable to Legacy 7 as well.

I know that some of you are using other genealogy software, but I don't know of any other genealogy software that offers training CD's and has the full featured functionality of Legacy. If you are thinking about converting, now may be a good time to do so.

In April two of our meetings were directed at using Legacy. Because not all of our members are using this program it was requested that we not take our regular meeting time for any specific genealogy software program. Therefore, we will be scheduling additional times throughout next season when we can get those of us using Legacy together to view the CD's at the Bouse Community Building (i.e. old cafeteria). We should to decide on this at one of our first meetings.

**The CD topics are:**

**Legacy for Beginners Video** (on the Legacy 6 & 7 Installation CD)

**12-Step Checklist to Using Legacy Family Tree**

**Mastering Legacy Family Tree: Names Dates and Places**

**Ultimate Guide to Sources**

**Mastering Events and Chronologies**

**Creating and Sharing Perfect Reports**

**Insider's Guide to Legacy: Tips & Tricks**

**Picturing Your Legacy: a Video Guide to Working with Digital Pictures in Legacy**

**Tagging and Searching Made Easy**



Vol 2, No. 4  
Jul/Aug 2008

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## Bouse Genies Electronic Newsletter

Published 6 times a year for the members of the Bouse Genealogy Group

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The Bouse Genies meet every other Friday from October thru May at the Bouse Community Building next to the Library. The schedule of meeting is posted in this newsletter.

The Bouse Genies Website is  
<http://bousegenies.weebly.com>

## ***SAVING FAMILY RECIPES***

by Carolyn H. Brown

[from the SKP Genies Newsletter  
May/June 2006]



Most of us have several recipes from our grandmother's or grandfather's kitchen. Many of us have aunts, uncles and cousins with more and different recipes from these same family lines. Have you ever wanted to make a cookbook of all of the wonderful tasty treats, but have never gotten around to it? Well, now may be the time to record those recipes for all of the family to enjoy.

After you decide on the family line for your cookbook, contact as many members of this family as you can find. Don't forget the men, because they just might have grandpa's barbeque or smoking recipes. Ask each of them to send you a copy of the recipes they have that are from any member(s) of that family and to include several of their own favorites. Also ask them to include a short story if they have one about the recipe(s) they are sending, or the individual who passed on the recipe. Set a deadline for when you want to receive their submissions.

While you are waiting for replies, set up the organization and look of your cookbook. You may use a recipe program, or create your own format in your word processor. You can create a half page fold format easily in MSWord© or WordPerfect©. Decide on your chapter topic names: meats, poultry, vegetables, cakes, pies, cookies, salads, sauces, casseroles, and miscellaneous are only a few ideas to start with. Gather graphics from any place you can find it. A search of the Internet will give you a lot to choose from or you can copy the graphics from one of your card creating programs. Make sure the graphics you choose are not copyrighted.

If you have some particular information you would like to include about the person who created the recipe (or who is the sponsor of the recipe) then start now to record that data. Keep it short and to the point for this type of book.

Once your deadline for submitting recipes has passed, sort them into groups. That will help you make the final decision on chapter topics. Then sort the recipes in each topic into smaller groups, ie: under Meats divide your entries into pork, beef, fowl, game, etc. When you have all of your information together and sorted, input the recipes into your program of choice. Include the name, city and state of the submitter. If the recipe is

that of someone deceased, include their name and the last known city and state where they lived. Add the appropriate graphics, and stories (as a footnote) with each chapter and/or recipe. You could create an appendix for this information. Decide on the final format based on what you have gathered. Make a table of contents in the front, and an index in the back. Use page numbers in a header or footer for the book. To expand your book, include a table of equivalents for terms of measure you have used. If a measure term needs explanation, do it here.

When you have completed the book, print it and take it to a copy shop for double sided printing to ensure the page numbers are set correctly. Make corrections as required. Create a cover for your book. Make one full copy of the completed book and have it bound to suit your needs. The best binding for distributing this small type of book is comb binding, which is available at most copy centers. Since you will probably be selling the copies, get a sample of the envelope you will use and take the completed book in the envelope to the post office to determine the cost of postage. You now know how much it will cost to make copies and mail them.

You are ready to advertise your new creation to your family. Make a flyer you can send to everyone who may be interested, especially those who submitted input. Keep the cost to about \$2 or \$3 over your actual cost per copy to help make up for your time, effort and postage. Don't make the cost too high as you want to be sure others will buy it. Mail your flyers and wait for the orders to come in. You will know very shortly about how many copies you will need. That number will generally not be more than 20 or so. Now that you have saved all of those great treats for generations to come

## ***BOUSE GENIES 2008-9 MEETING SCHEDULE***

Meetings are held every other Friday from October thru May at 10:00 a.m. in the Bouse Community Building next to the library.

The meetings in the fall will begin again on:

**October 3, 2008**

October 17 & 31, 2008

November 14 & 28, 2008

# FROM THE COMPUTER DESK

## CREATING A BOOKLET IN A WORD PROCESSOR

By Carolyn H. Brown

[from the SKP Genies Newsletter Jul/Aug 2006]



In the article on creating a family cookbook I listed one of the options as using your word processor to create the cookbook in booklet format. That is, two pages per sheet of paper (in landscape format). Since this requires some slightly advanced use of your wordprocessor I thought I should explain how to do this in both MSWord® and WordPerfect®.

Before you start to create your cookbook you should try out the Table of Contents (TOC) and Index options in your wordprocessor. Use a test/dummy document and try to create these two tables. Use the *Help* option of your wordprocessor to accomplish these tasks. You will need to mark each TOC and Index entry individually, define the TOC and Index formats, and then generate the TOC and Index. This is important as you will want to mark these entries as you are inputting your data.

In both MSWord2003® & WordPerfect® [note this is different with MSWord2007© as it has been re-designed to work with Windows Vista - use the *help* option *booklet*] you must setup your document before you start entering your data. In both programs - open the **File** drop down menu on the upper left side of your screen. Open **Page Setup** and set the **Orientation** to **Landscape**. Set the **Margins** to **1"** top, bottom and sides. Follow the directions appropriate for the wordprocessor you are using.

### MSWord2003®

On the **Page Setup** screen under **Pages - Multiple pages** - change the option **Normal** to **Book Fold**. You are now ready to setup the rest of the booklet.

### WordPerfect®

On the **Page Setup** screen select the **Layout** tab at the top of the page. Under **Two-sided printing** select **Book** (side to side). You are now ready to setup the rest of the booklet.

Page 1 - Create your cookbook cover.

Page 2 - Create the copyright page - make it simple - author, publisher, publication date and disclaimer.

Page 3 - Table of Contents or graphic (this page and the following few pages will depend on the pages you wish to have in the front of your document).

You will need to set up your **header** and/or **footer** for your book and make sure you include the **page numbering** option in your header/footer. It is important to do this at the beginning as you will need to see just how the pages appear when printed.

Change the start page number to page 1 at the top of your **TOC** (table of contents) page. This is the new page 1 (it's actually page 4 of the book - the exact page within the book will depend on what other pages you have included in the front of your document).

Page 2 - TOC continued, preface, other information or graphic.

Page 3 or an odd page number. This should start your first chapter of the cookbook. You may want an introductory page for each section.

You are now ready to start your recipes. As you are creating the chapters mark them for the TOC. As you are inputting the recipes mark the title for the index. You do not want to have to come back and do this after they are all input into the document. As you are creating your cookbook, you may wish to have each new chapter start on an odd page number, so that they appear on the right hand side of the book when opened.

Once all of your recipes are in the book, the next to the last chapter should be the cooking and measurement Terms.

The last chapter will be the Index. If you have tagged all of the recipe titles and TOC items this will be fast.

The last page of the cookbook **must be an even** numbered page and divisible by 4. You may have to include blank or **Notes** pages to make this come out right.

You can leave the last page blank, or input any information or graphic you want to appear on the back page (outside) of the booklet.

Take the original to Staples, Office Depot or other office supply store and have them print the copies. Make sure the cover is on cover stock paper. You can have them make the booklets for you or you can use their paper cutter and binder and do it yourself to save money.



## Internet Sites that Work for You

*Web sites come, move, and go on a regular basis. These URLs were current at the time of publication and are subject to unannounced changes.*

Ever want the internet to work for you while you sleep. Here are a few site that will search the internet and notify you when new information is posted.

Ancestry Obituary Hunters <http://www.ancestry.com/> Create a 24-hour "Obituary Hunter" by clicking the link provided, once you are in the obituary collection. Enter the name for the Obituary Hunter and either a last name or location. Click save.

GenealogyAgent <http://www.genealogyagent.com> Monitors websites and conducts multiple genealogy site searches for any new information on your ancestors

Google Alerts <http://www.google.com/alerts> Set up the type of sites you want alerted to and how often.

Message Boards and Mailing Lists - Available through Ancestry.com, and <http://lists.rootsweb.com/> find a list that suites your research and join.

# ABCs

## THE A-B-Cs OF GENEALOGY

### I - J - K - L

by Maryalice Gordon

[from the SKP Genies Newsletter May/June 2006]

**I** is for **INTERVIEW**. Talk to the older generation. These are wonderful opportunities to find more about your ancestors. A grandmother may recall facts about her parents and maybe even her grandparents. Those stories will transform your ancestors. I was very surprised to find that I am the "older generation" so now I talk to my children and grandchildren. While they are not interested now they know that all of my family research is to go to a local genealogical society. When the younger generation becomes more "mature", they will really appreciate the effort.

**J** is for **Junior**. In early records junior was used to differentiate between two persons with the same name, not necessarily father and son. Junior often referred to uncle and nephew. Often when "senior" died, "junior" became the new "senior" and a younger man became "junior". Junior and Senior also may have been used to tell apart two people with the same name, usually of different generations, but living in the same area. It is best not to take for granted a relationship on the basis of junior and senior only.

**K** is for **Keep** it simple and accurate. This is a hobby, so make it fun, but keep it factual. Add pictures, heirlooms, family stories, but remember that accurate documentation may be the hardest part of genealogy. Some facts will remain hidden or unknown no matter where you look or whom you ask. When new information becomes available, a whole new avenue of research will open.

**L** is for **LOOK AGAIN!** Does it seem that your family tree is lost in the forest? Look again. You may have already found the information, but not noticed it. Perhaps you acquired your records a long time ago and now you have additional information. Maybe you didn't analyze what was missing, so look at your documents and evidence again for that clue.

### YOU KNOW YOU ARE A GENEALOGIST WHEN—

Your kids think picnics in cemeteries are normal or that Everybody does it

You have to watch the credits of a movie to see if any of the surnames are ones you are researching.

"It is only a few miles down the road" means at least 50.

## ON THE ROAD

with Jim & Bonny McDaniel

[from the SKP Genies Newsletter Jul/Aug 2005]



### GETTING LOCAL HELP & WRITING AHEAD

One of the most successful tips I can give to those that are traveling in their rigs or even to those that have to stay at home and do their genealogy is to write to those areas where your family lived.

Where do you write? Who do you write to?

The first place you should write to whether you plan to travel or not is to the genealogy society in the county or region where your ancestor lived. You can usually find this in your "Handy Book For Genealogists" or some of the other printed listings for genealogy societies. It might also be the main branch library in that county if there isn't a separate genealogy society.

You should prepare a cover letter that, basically, describes the kind of information you wish to receive and states that you have enclosed an SASE (self addressed, stamped envelope) and a check or money order (usually for \$5 to \$25 depending upon your budget and how much information you are requesting). Also enclose some group sheets and/or the report form found on your genealogy software program. I find it helpful to also send two recap sheets: one gives the pertinent questions I want answered and the other shows what basic info I do have. The latter can state you have read the 1870 and 1880 Clinton Co MO census films and have the info contained in the book "History of Clinton Co MO" published by Randolph, St. Joseph, MO, etc. Try not to state "give me everything you have on the McDaniel family in your county".

If you have sent for this information and received it before you leave, it can help you decide if a stop in that library is worth your while. If there doesn't seem to be much info in that library on that surname then you might opt for a different stop.

Another great way to glean info from the locals in the area where your people lived is to try a letter to the editor of the local newspaper. This does not work well in areas of high population but has always netted us great results in the rural and mountain communities. You need to make a trip to your local library and get the name of the prominent newspaper in the town. I used to use "Ayers Directory of Publications" but couldn't find it the last time I tried to get an address. The local library had "Bacon's Newspaper Directory" published by

Bacon's Information, Inc., Chicago, IL. which seems to have the same info in it.

Address a cover letter to the Editor of the newspaper and stress that you would like the enclosed letter to be published in a local history or genealogy column if the paper has one. If not, ask that it be published in the Letters to the Editor section.

In the letter, keep it simple but supply enough basic information to attract the attention of readers. For instance, mine usually said something like this:

"We will be in the Mt. Sterling area in July and would like to contact people who descend from or have information on the McDaniel, Carrington, and Smith families who lived in this area in the 1800s.

"Alexander McDaniel b. 1791 in Maryland married Priscilla Carrington in Montgomery County in 1818 and his brother Judson married her sister Sarah Carrington in 1815. Both sisters were daughters of Samuel and Milly (McDonald) Carrington. Alex's son, Richard, born about 1830, married Eliza Jane Smith, daughter of Henry Smith about 1857 and left for Missouri.

"Anyone who has information on these families or any of those surnames that might connect, please contact us before June 1. Thank you."

A letter similar to the above was written before one of our trips and netted a three page, typewritten reply from a man in Anderson, Indiana that subscribed to the Kentucky newspaper because he used to live there and was a genealogist of all the families of Montgomery Co. We advanced several generations and filled in many gaps with that information. Also, after we arrived in Mt. Sterling an elderly lady who was also a great-great-grandchild of Henry Smith contacted us through the local library. Her mother had applied for DAR and she had pages of family research on the Smith family which really sorted out a nest of Smiths in the area.

Other letters have been written on similar formats with good to great results. We never did fail to get at least one response and put us in contact with others who weren't really interested in genealogy but wanted to help. Try it...you might be as successful.

Once you get to an area you can also see if you can find locals to help you. One good place for contacts is the local library either the main branch or a small branch. Quite often they keep lists of locals who are willing to help and they usually don't charge for answering a few questions about the best places to

find the type of information you are seeking. However, always offer to reimburse them for any expenses they encounter on your behalf such as their gas money for taking you to a cemetery.

## **THE GENIE'S LAMP**



by **Bonny McDaniel**  
[from the SKP Genies Newsletter  
Jul/Aug 2005]

### **USING MAPS IN RESEARCH**

Most of your research will involve books, original records, family papers, and other written data. However, maps should never be overlooked for their value in family history research.

How could a map tell you anything about your ancestors, especially if his name isn't on it?

The most frequently used maps in genealogical research are those that are found in such books as "The Handy Book for Genealogists" by Everton Press. The series of maps in that book show all the counties within a state and, also, those counties that border the state you are working in. This is very important because, many times, your ancestor may have lived in a county that was close to the state border and yet he married, did business, shopped, etc. in the state next door. His family may have attended church in the next state and is buried there!

Some of the best genealogical maps are the plat maps that are in the county history books as they show the location of land and the neighbors (many might be kin) and other details you might need.

Battle maps of the Revolutionary and Civil Wars can also be valuable as they often mention farms, homes, taverns, etc. that might pertain to your family. At least they do give you an idea of where they lived.

Migration maps are also important in figuring out how your family got from point A to point B and where they might have lived before arriving at their destinations.

### **MEETING NOTICE**

Please note that when we set the start date for the fall meetings there was a misjudgement for the November meeting and that puts one of our meetings the Friday after Thanksgiving when many of us will be gone. We will have to decide what we want to do about that meeting. We do have three meetings in October, so missing one in November would not be a big item.

## **BEGINNERS PIT FALLS**

by **Carolyn H. Brown**

### **ALL MY ANCESTORS WERE BAPTISTS**

Yes! Your ancestors might have been Baptists, but for how many generations? You need to be open to the fact that people have changed their religious affiliations for a long time. Often you will find that they changed religious affiliations when they married. The husband may have joined the wife's church or the wife may have joined the husband's church. Usually they joined the church of the one that was religiously active.

The family also may have all changed their religious affiliation because there was a church of another faith nearer their home.

Then again, the faith they belonged to may have been chased from the area (as happened to the Quakers in early Virginia), the family did not want to move, so they changed to another church.

In some cases the husband attended one church and the wife and children another. Be open to all possibilities. If you are really having trouble finding the church your ancestors attended, find an old map of the area, identify what churches were closest to where they lived and check them all for records.

## **Bouse Genies News**

Since we are off for the summer there is very little news. However, Nikki Mackey has received two boxes of great genealogy books from a lady who is giving up her research and was trying to give the books to Parker Library. They would not take them, but Nikki was fast to say that the Bouse Library would.

Due to lack of storage facilities and the fact that the library will soon be undergoing renovation, Carol Brown has taken the books to her home. Anyone wishing to use them may call Carol at 928-216-0888 and make arrangements to use them.

Most of the books are on researching in Virginia and North Carolina. A list of the books available is at the end of this newsletter.

See you in October!