Behold, the great day of the Lord is at hand…Let us, therefore, as a church and a people, and as Latter-day Saints, offer unto the Lord an offering in righteousness; and let us present in his holy temple, when it is finished, a book containing the records of our dead, which shall be worthy of all acceptation. (D&C 128:24)

One might say that "there is nothing new in history". That certainly isn't the case when it comes to Family History. Over the years, advancements in technology have dramatically changed the way we do genealogy; and will continue to do so for the foreseeable future. We have learned from our mistakes and have developed new tools and processes to help us be successful. Today's search tools are not like they used to be. The church is looking to the, digital savvy, younger generations to lead the charge in today's family history efforts. For years, our goal was to simply find names to take to the temple. This direction, without the necessary checks in place, lead to many names being taken to the temple more than once. (I have a relative that was submitted 208 times). While taking names to the Temple is still important, our primary focus is now to document the work we do. For each ancestor, we want to attach a birth, marriage and death record. This way, we can be sure there is only one record created for each person and we can be sure where they fit in Adam and Eve's Family Tree.

As with all large projects, it is best to be organized and break that project into small, manageable tasks. This can be accomplished be creating a simple checklist and by stepping through the tasks listed on it. With the checklist you will: 1) See frequent successes. 2) Always know what you are working on and what you need to do next. 3) Have small tasks that you can accomplish even when you don't have much time to invest. 4) Be able to delegate tasks to other family members without duplicating work. 5) Pick up right where you left off, even if it has been months or years since you last got to work on Family History.

Here is how it works:

1. If you are LDS, and you don't already have one, go to www.lds.org and setup an LDS Account. You will need your membership ID from your temple recommend or your ward clerk. If you are not LDS, setup a free account at www.familysearch.org.

2. Go to createfan.com and login using your lds.org/familysearch.org account. Print out a 4 and 9 generation pedigree chart and fan chart starting with you.
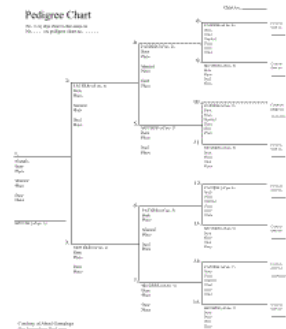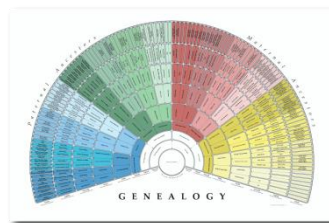
3. Make a copy of the attached checklist, take the name in position 1 on the pedigree chart and enter it on line 1 of the checklist. Repeat for all the names on the pedigree chart. If you have blanks in various positions on your pedigree chart, leave the corresponding position blank on your checklist.

| Names from Pedigree Chart | FamilySearch.org - Add Vital Records | | | FamilySearch.org - Connections/Corrections | | | LDS Ordinances |
|---|---|---|---|---|---|---|---|
| Ancestor's Name | Birth or Christening | Marriage | Death or Burial | Merge Duplicates | Edit Information | Relationships Established | |
| X 1 John Doe | 2/12/2013 | 2/12/2013 | 4/18/2013 | 4/20/2013 | 4/20/2013 | 4/20/2013 | ✔ ✔ ✔ ✔ |
| ☐ 2 Jane Doe | 6/2/2013 | 6/8/2013 | 9/5/2013 | 9/17/2013 | | | B C I E SP SS |
| ☐ 3 | | | | | | | B C I E SP SS |

Researcher: **Bill Doe** / Your Name

**Family History Checklist**

4. Vital Record Documentation: The saying goes: "Genealogy without sources is just hearsay". Find birth, marriage and death documentation for each person on your checklist. If you have a paper copy of your document, you can scan it into a .PDF, .JPG or .PNG format and then upload these records to familysearch.org and attach them to your ancestor's record in Family Tree. Enter the date you completed the task on your checklist.

5. As you search for vital records for your ancestors, you may want to use the attached research log. Add the Research # from the checklist as well as the ancestor's name on the top of the form. As you search websites, books, microfiche from the Family History Center, etc… you can keep track of search locations and results. This will help keep you on track and prevent searching in places you have already been to.

6. Merge Duplicates: In the tree view at www.familysearch.org, click on each person and then click

on person view. Under tools, click on possible duplicates. Compare your original record with other similar records and merge them into one record if there is enough information to determine that they are the same person. For those that are not a match, click "Not a Match". You are done when there are no more possible duplicates. This will combine multiple records into one. Remember my ancestor with 208 records? Combining them creates one good record for him. Enter the date you completed the task on your checklist.

**Possible Duplicates for Levi Jackman**

| Person | Events | Parents | Spouse |
|---|---|---|---|
| ■ Levi Jackman<br>KW94-MCL | birth 28 July 1797, Corinth, Orange, Ver...<br>death 23 July 1876, Salem, Utah, Utah | ● Moses French Jackman<br>● Elizabeth Carr | ● Delia Deliverance Byam |

Matching People (2 results)

| Person | Events | Parents | Spouse | |
|---|---|---|---|---|
| ■ Levi Jackson<br>M1QF-4QJ | birth 1815, Virginia, United States<br>death 1902 | | ● Mary F. Jackson | Review Merge<br>Not a Match |
| ■ Levi Jackson<br>M82N-Y24 | death 1902 | | ● Mary F. Jackson | Review Merge<br>Not a Match |

7. Edit Information: After merging all possible duplicates, go to person view. Using the vital records you have found, make sure the "Vital Information" is accurate. Next go to "other information" and delete information that is not correct such as multiple birth names or incorrect date information. Enter the date you completed the task on your checklist.

8. Relationships Established: In tree view at www.familysearch.org, where connections between husbands and wives, their children, siblings or parents does not exist, click on the add husband or add wife button and search for the correct person and make the connection. Your vital records should help provide information to help you. For living individuals, you will not be able to search for them (privacy) so you will need to enter them yourself. Enter the date you completed the task on your checklist.

| Robert Sickels<br>1715–1749 |
| Sara Van Deursen<br>1721–1789 |

Zacariah Sickels
1753–1831
Margit Van Aasdorf
1754–1844

■ Add Husband
● Add Wife

9. If LDS Ordinances are complete for your ancestor, check-off the "LDS Ordinances" boxes on your checklist. Make sure you do steps 4-8 before continuing.

10. If LDS Ordinances are not complete, click on the "Request Ordinances", link above the ancestor's name in Family Tree and follow the

➜■ Request Ordinances

■ John WATSON Sr.
1648–1706
● Alice R. ROWING
1633–Deceased

instructions to reserve and print the information you need to take the name to the temple.

11. For more information on how to use familysearch.org or Family Tree, while at familysearch.org, go to the top of the screen and click help and browse the text or video tutorials.

12. To upload photos or stories of your ancestors, go familysearch.org/memories and follow the easy instructions.

12. Want another way to do Family History? Try Indexing. In FamilySearch volunteers copy family history information from digital images of documents. The indexing process is simple.

1. Genealogical documents from around the world are converted into digital images and stored on FamilySearch.
2. Each document is divided into small batches of about 20-50 names.
3. You, the indexer download the images to your computer and enters the requested important data from the image.
4. Now this data is available and searchable on familysearch.org. You have just helped someone find their lost Great Grand-Father, and maybe someone else just helped you find yours.

13. No one's genealogy is ever done. There is always more we can do. We can help friends and neighbors. We can preserve our own memories by writing them down in a journal. We can make sure that that our documentation and those of our children are in order. We can also work with living parents and grandparents to collect and record all of their stories before they are lost forever.

You are responsible for contributing to the book offered to the Lord that will contain all the records of our dead, from Adam until the last. This book, when finished, "shall be worthy of all acceptation". Have you done your part?

This Family History Guide, the Checklist, Research log and other resources can be found at www.iwillprepare.com/family_history.htm.

# Family History Checklist

| | Names from Pedigree Chart | FamilySearch.org - Add Vital Records | | | FamilySearch.org - Connections/Corrections | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Ancestor's Name | Birth or Christening | Marriage | Death or Burial | Merge Duplicates | Edit Information | Relationships Established | LDS Ordinances | | | | | |
| ☐ 1 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 2 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 3 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 4 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 5 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 6 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 7 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 8 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 9 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 10 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 11 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 12 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 13 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 14 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 15 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 16 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 17 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 18 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 19 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 20 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 21 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 22 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 23 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 24 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 25 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 26 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 27 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 28 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 29 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 30 | _____ | | | | | | | B | C | I | E | SP | SS |
| ☐ 31 | _____ | | | | | | | B | C | I | E | SP | SS |

# Family History Research Log

Research #
From Checklist

Ancestors Name and Dates ex. John Doe (1776-1835)

Researcher's Name (Your Name)

| Date | Purpose (Seeking What?) | Source (Address, URL, Book Name and Page #, Publication Name, etc…) | Results |
|------|-------------------------|---------------------------------------------------------------------|---------|
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |
|      |                         |                                                                     |         |