

*Discover FamilySearch.org.*

- 1) **To get to the main page, enter <http://www.familysearch.org>.**
  - a. What you will see will depend on your browser:
    - i. If you get the mobile version, click on the three bars on the upper right-hand corner to begin your work.
      1. You can choose family tree, memories, search, indexing, volunteer.
      2. There are additional options if you can continue down.
    - ii. The “traditional” version has the menu along the top.
      1. The main menu has five options: Family Tree, Memories, Search, Indexing and Activities.
      2. In the far-right corner notice “help” with a question mark. You’ll want to be aware of the link. If you get stuck or need to find a Family Search location, this is where you will want to go.
  - b. To proceed further, you must be logged in.
    - i. If you need to create an account:
      1. Click on “Free Account.”
      2. Fill out the form with the requested information.
      3. A link will be sent to your email. Click on it to confirm.
    - ii. If you already have an account:
      1. Click on “Sign In.”
      2. Provide your username and password and click submit.

Sharing Options

- 2) Click on “Family Tree,” and you’ll be able to build your own family tree or to search through trees others have created.
  - a. Clicking on the main family tree page will bring you to your own tree. If you choose to make the tree private, you can do so. But remember that the default setting is public. Others will have the opportunity to edit your tree, add information, and make corrections.
    - i. Want to learn more? Here is the link to training resources:  
<https://www.familysearch.org/ask/learningViewer/483>.
    - ii. If you have used an *Ancestry* tree, know that *FamilySearch* works in much the same way – but everyone’s tree is combined together. This means that someone can add or change dates. The goal is to have a more accurate tree.
  - b. “Person,” “Recents,” and “Lists” will help you to navigate your tree.
  - c. Click on “Find” to search the trees created by others.
- 3) Click on “Memories,” and you will be able to add individual photos of your ancestors, tag images (add names), and create albums of your ancestors. Why? The goal is to be able to share your ancestors’ photos with the rest of the world. You can also add stories and audio files and search through other’s postings.
  - a. To search for a specific person in others’ memories, click on “Find.”
  - b. To work with your uploaded material, click on “Gallery.”
  - c. To add, go to the overview page, click on the type of item you would like to add and click on the box to agree to the submission agreement.

### Non-sharing options

- 4) Click on "Search" on the main page. If you are on the mobile version, you'll have to click on the three bars in the upper right corner to access the menu: "Records," "Images," "Family Tree," "Genealogies," "Catalog," "Books," and "Wiki."
  - a. "Records" allows you to access digitized records.
    - i. Use the search boxes to search all indexed records. *Be aware – the search function does not include all of the records available on the site. Don't stop with it.*
      1. When you search, fill in as many details as you know. If you get no results, remove some of the details.
      - ii. Click on "Browse all published collections" to review the rest of the records.
        1. You can continue to limit your search by clicking on information on the left side of the page. For example, click on "United States" twice (in two screens) to just view US collections.
    - b. "Images" allows you to search indexed images by location. Most of what is returned is images of records. This function is of limited use at this point but check back later.
    - c. "Family Tree" will bring you back to the family tree function.
    - d. "Genealogies" allows users to search through material submitted to the Church of Latter-Day Saints.
      - i. Fill in as much of the search page as you can.
      - ii. Consider these results guides. They tend to be error prone!
      - iii. If you would like to offer them a copy of your tree, click submit on the bottom of the page.
    - e. **"Catalog" is the new must visit location on the *FamilySearch* website. It includes records not accessible through the "Records" section.**
      - i. To search, first choose your search type. The default is "place name." You can also use subject, title, author, last name.
      - ii. You can also limit the search to records available online or at a Family History Center. If there is a key over the camera image, click on it to find out where you need to go to access the material.
      - iii. Once you enter a search, you can limit the material. If you just want to look at cemetery records, you will have that option.
      - iv. If records have not yet been digitized (you are seeing a microfilm wheel image), you will need to work with a local genealogist to access them in Salt Lake.
    - f. "Books" will allow you to search through the collections of several major libraries. Enter a name or place to search for an item.
      - i. These books are digital "copies" of print books, so this can be a valuable resource if you are doing an extended family history – and not just looking for a birth/death date.
      - ii. The search results list book titles. Read the titles carefully before clicking. The indexing is not great.
    - g. "Wiki" will bring you to the "Research Wiki" (think *Wikipedia*). The research wiki is a great place to start searching for how-to information. To search for something specific – such as the place where your ancestors were born – enter the keyword (item name or similar) in the search box. If you just want to browse, scroll down to the bottom of the page.

- i. A results listing will tell you if the Research Wiki has what you want. Click on the name to see the page.
- ii. Do you want to add to or change the Wiki? Look at the introductory page.

#### Volunteer options

- 5) Click on “indexing,” and you will be given the option to join an indexing project.
  - a. These projects allow you to read images and make them searchable by typing the content into a database.

#### Activities

- 6) Looking for something fun to do with kids or grandkids? Click on “Activities” to find basic family history activities, such as recording family stories, and more tech savvy options, like facial recognition comparison to compare your face to an ancestor. Activities are added regularly.