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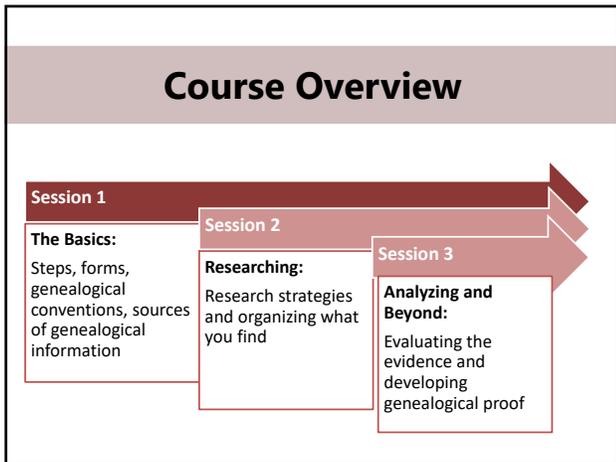
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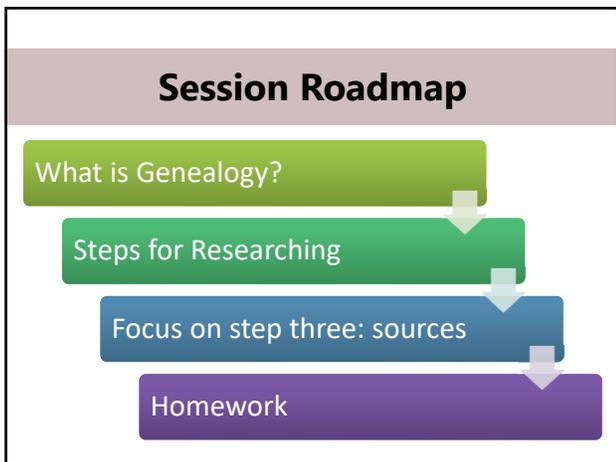
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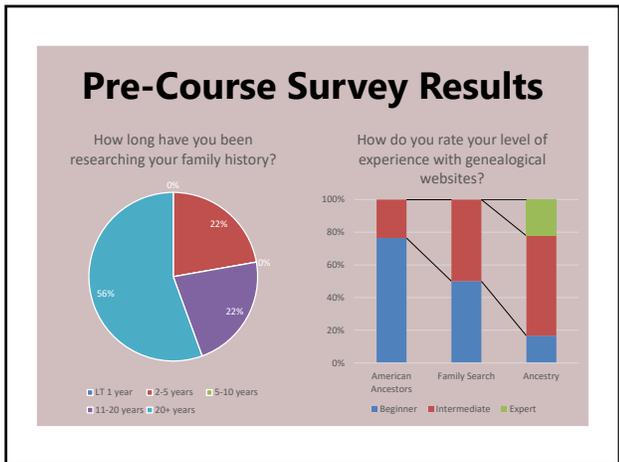
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- ### Pre-Course Survey Goals
- Develop research skills
  - How to become a better (more efficient) searcher
  - Learn how to cite/document sources
  - Learn to develop and use a research plan
  - How to verify ancestors
  - How to scale brick walls

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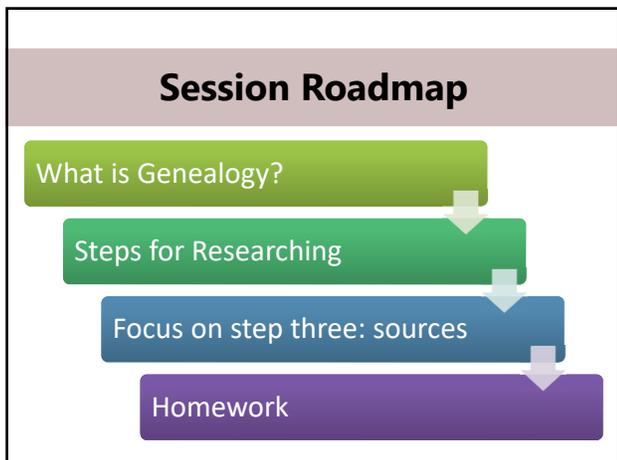
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**What is Genealogy?**

ge-ne-al-o-gy (jēnē'äləjē)

- Study of a line of descent from an ancestor
- Study of families and their history
- An account of origins
- Stems from ancient Greek
  - *Genea* meaning generation
  - *Logia* meaning telling or discourse or study of

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Why should we study our Family history?

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### Connect to History

- Window into the past – learn about new people and new places
- Connect your family story to notable events in history



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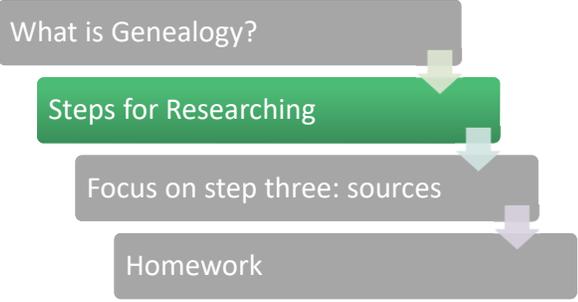
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### Session Roadmap



```
graph TD; A[What is Genealogy?] --> B[Steps for Researching]; B --> C[Focus on step three: sources]; C --> D[Homework];
```

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# Genealogical Research Method

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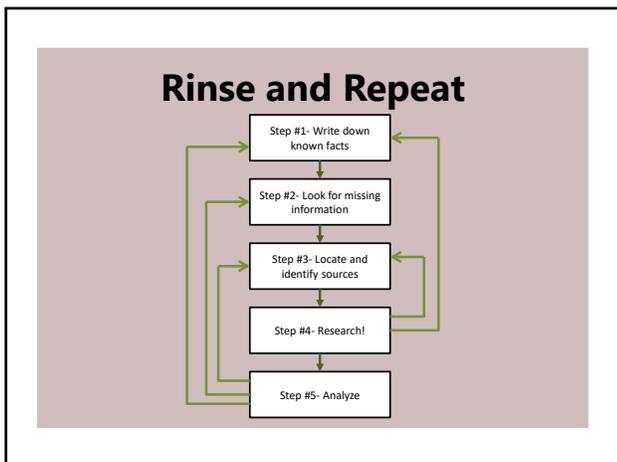
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**Rule # 1:**  
**Work from the known to the unknown**

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### Step 1: Identify What You Know

- Interview yourself
- Talk to relatives—What do they know? What family stories were they told?
- Record data using a family group sheet, chart, or genealogical software

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### Example: Family Interview Questions

- Where did you live when you were growing up?
- How did your family come to live there?
- Were there other family members in the area? What were their name?
- What was your family religion?
- What family stories have you heard about your parents? Your grandparents? More distant relatives?
- What stories have you heard about the European (or other) origins of your family members and their immigration to America?

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### Rule # 2: Write It Down

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## The Essential Toolkit

- Notebook – paper or Evernote or One Note
- Pedigree chart
- Family Group Sheet
- Research Plan
- Research Log
- Genealogical software program (optional)

**Tip**  
Always Use Pencil!!

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### THE BRUE FAMILY LEARNING CENTER Find out more

#### Download Templates and Charts

Free Resources from NEHGS

**Education**

**Learning Resources**

Watch

Read

Download

**Online Programs**

**Research Tours & Programs**

**Events and Programs**

Register for a FREE Guest account to access forms, templates and other tools to help organize and present your family history research. [More about Guest benefits.](#)

Already have an account? [Log in](#) for access to more resources or join to enjoy full member benefits, including:

- Access to all 1+ billion records on AmericanAncestors.org
- Quarterly delivery of the member magazine, American Ancestors
- Delivery of NEHGS's scholarly journal, The Register
- Discounts on research-for-hire, consultations and publications
- Free admission to NEHGS's library including special collections and manuscripts
- Member-only online courses
- NEHGS's weekly e-newsletter The Weekly Genealogist

<https://www.americanancestors.org/education/learning>

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### AmericanAncestors

By New England Historic Genealogical Society

www.AmericanAncestors.org

Toolkit Item #1: Pedigree Chart

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**Record the Information As You Go**

- Keep a “working draft”
- Use the forms
  - Tree/pedigree chart
    - Pen/paper
    - Online (Ancestry.com, FamilySearch.org)
    - Software (FamilyTreeMaker, RootsMagic, Legacy Family Tree)
  - Family group sheet
  - Interview form/family questionnaire
  - Save original images/Documents



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**Genealogical Recording Conventions: Names**

- Write surnames in all CAPITAL LETTERS
- Record a woman with her maiden name
- When the maiden name is unknown use:
  - [--?--] can be used
  - MNU
  - Just the given name

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**Genealogical Recording Conventions: Dates**

- Records dates as DD-MMM-YYYY (e.g. 23 MAR 1823)
- Note: Some journals use the date written out in letter form – March 23, 1823
- DON'T:
  - Use slash marks: 3/12/1823
  - Use a two-digit year: 3/12/23

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### Genealogical Recording Conventions: Places

- Note smallest to largest geographic division (e.g. Orleans, Orange County, Indiana)
- For outside the U.S.:  
townland/parish, county, country
- Be sure to identify counties
- Use a consistent style

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### Step 2: Decide What You Want to Learn

- Examine the information you have
- What is missing?
- What individuals or families intrigue you the most?
- Create a list of questions or objectives to research

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The screenshot shows the AmericanAncestors website interface. On the left, there is a genealogical chart with several entries. Handwritten notes in blue ink are present, including names like 'Robert J. LAWRENCE', 'Robert LAWRENCE', 'Virginia GARDNER', and 'Catherine CAMP'. Blue circles are drawn around specific entries in the chart. On the right side of the screen, there is a list of search results or records, each with a small checkbox next to it. The website logo and URL 'www.AmericanAncestors.org' are visible at the top.

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### Typical Genealogical Questions

- Genealogical Data
  - Identity
  - Events
  - Relationships
- For example:
  - Who are the parents?
  - What is the date or place of birth?
  - What is the date or place of marriage?
  - What is the date or place of death?
  - What is the spouse's name, or maiden name?
  - Who are the siblings?

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## Tip

**Start slowly.** Don't rush to answer all your questions at once.

**Don't skip generations** in planning your research; it only leads to misattributed people.

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### Toolkit Item #3: Research Plan

- Research Plan: A roadmap for research
- Basic Components:
  - Good research question
  - What is already known about the question
  - List of potential records
  - List of repositories



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**Tip**  
Anchor your research to a *Xmø i*, a *Tpøgi* and a *Req i*

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**Step 3: Identify and Locate Your Sources**

- Educate yourself – what types of records will supply the information you need?
- Make a list of records that will aid in your specific research
- Find resources in brick-and-mortar repositories and online repositories
- Map out your plan of action
- Don't forget the "Family Archives!"

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**Records**

Information Needed	Search These Records First	Then Search These Records
Age	Census, Vital Records, Church Records, Cemeteries	Military Records, Taxation, Bible Records, Town Records, Emigration and Immigration
Birth date and place	Vital Records, Church Records, Census (for place), Town Records	Cemeteries, Bible Records, Newspapers
Marriage date and place	Vital Records, Church Records, Census, Newspapers, Bible Records	Military Records, Probate Records, Naturalization
Death date and place	Vital Records, Church Records, Cemeteries, Probate Records	Newspapers, Bible Records, Military Records, City Directories
Parents' names	Vital Records, Census, Probate Records, Newspapers, Published Genealogies, Local Histories	Emigration and Immigration, Bible Records
Maiden name	Vital Records, Church Records, Newspapers, Bible Records	Cemeteries, Military Records, Probate Records, Town Records

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### More Records

Information Needed	Search These Records First	Then Search These Records
Immigration date	Census (year only), Immigration, Naturalization Naturalization Records, Census, Church Records, Vital Records, Emigration and Immigration	Newspapers, Biographies
Country of foreign birth	Vital Records, Emigration and Immigration, Census, Published Genealogies, Local Histories, Naturalization	Cemeteries, Military Records, Newspapers, Local Histories
Foreign birth location	Census, Land, Local Histories, City Directories, Vital Records	Newspapers, Church Records, Military Records
Places family has lived		Newspapers, Taxation, Military Records, Probate Records

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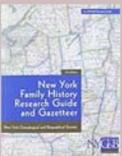
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### Use Finding Aids/ Research Guides

- Determine when record-keeping began
- Determine what repositories hold records
- Understand unique record types





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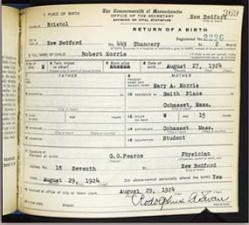
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### Step 4: Research!

- Begin answering your questions
- General principles
  - Consult multiple sources
  - Gather as many records about a family or individual that you can find
  - Track your work!



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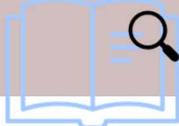
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### Step 5: Analyze

- Don't just read, examine
  - Does the record bring up new questions?
  - How accurate is the record?
  - How accurate is the source?
- Record the information you have
- Record the sources you use



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### Principles of Analysis

- Are you looking at a original or derivative source?
- When was the record created, i.e. how soon after the event it is capturing?
- Who created the record? A participant? Someone else?
- Who provided the information?
- Which information is primary (firsthand knowledge) and which is secondary (secondhand knowledge)
- What information do I need to capture for a citation?

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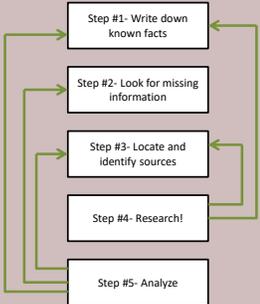
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### Rinse and Repeat



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**Genealogical Proof Standard**

- Reasonably exhaustive research
- Complete, accurate citations to the source or sources of each information item
- Tests—through processes of analysis and correlation—of all sources, information items, and evidence
- Resolution of conflicts among evidence items
- A soundly reasoned, coherently written conclusion.

<http://www.bgc certification.org/resources/standard.html>

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**Why Bother With A Proof Standard?**

- Guides your evaluation of evidence
- Provides a framework for putting together a credible argument for a genealogical fact, e.g. who are the parents of Jacob Homer?
- Helps you feel secure with your conclusions, especially when your only evidence is indirect.

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**Let's Review**

1. Rule #1 – Start with what you know and work backwards
2. Rule #2 – Write it down
3. Use the tools: Pedigree Chart, Family Group Sheet, Research Log
4. Be systematic
  - a) Identify what you know
  - b) Decide what you want to learn
  - c) Identify sources
  - d) Research
  - e) Analyze

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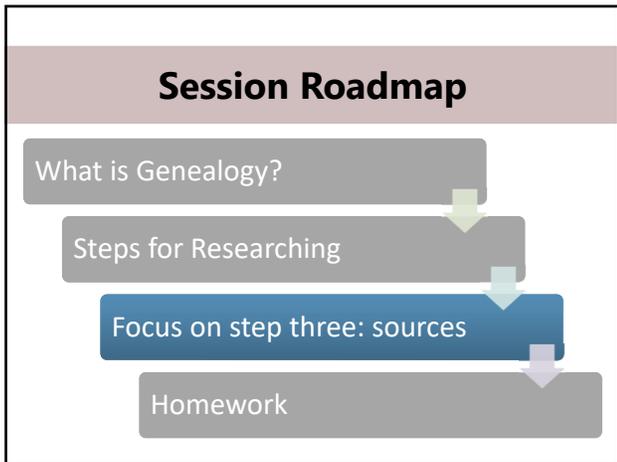
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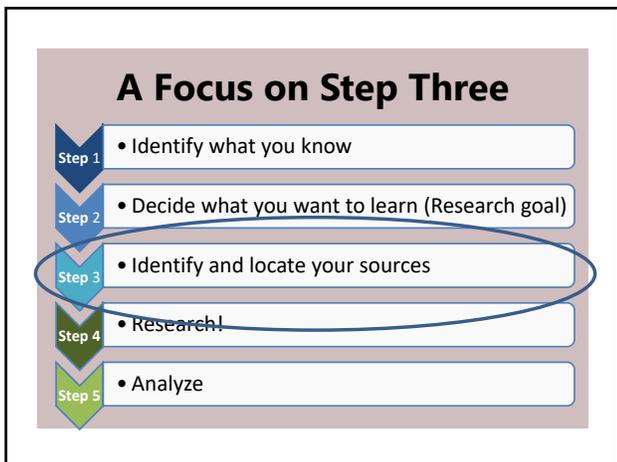
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How can we locate missing information?

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Tip  
Educate Yourself About Records and Sources

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**Definitions: Sources and Records**

- A **source** is a coherent collection of **records** created by a single jurisdiction or a single author for a defined purpose.
- A **record** is that portion of a **source** which pertains to a single event.

Robert Charles Anderson, *Elements of Genealogical Analysis* (Boston: NEHGS, 2014) p. 1

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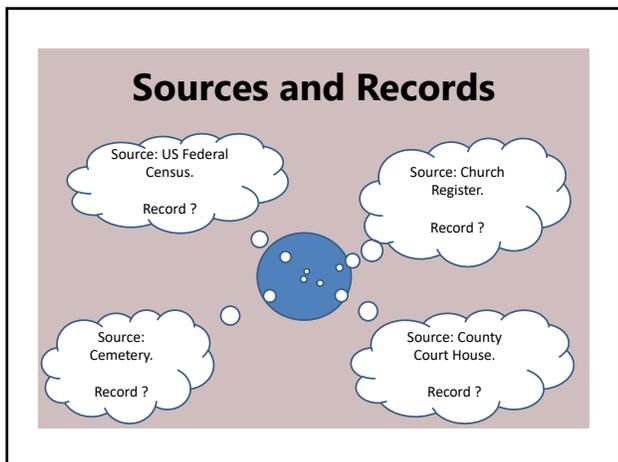
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## Vital Records Caveats

- Birth, marriage, and death records
- Often provide the names of the individual's parents and/or spouse
- Depending on the state, records may be held on the state, county, and/or town/city level
- Privacy restrictions may limit access

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## Vital record substitutes

- VRs are not widely available until late-19<sup>th</sup>/20<sup>th</sup> century records
  - Exceptions: New England, NYC, New Orleans
- Use substitute records when VRs don't exist
  - Church records (baptism, marriage, burial)
  - Cemetery transcriptions and records (birth, death/burial)
  - Newspapers (birth and marriage announcements, obituaries)
  - Probate records (death)

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194 RECORDS OF THE OLD SOUTH CHURCH IN BOSTON

June 10 Sarah, of David & Mary Holden  
Abigail, of Nathan & Mary Foster  
Jenneth, of Joseph & Sarah Redding  
Abigail, of Joseph & Abigail Warren  
Ann, of James & Ann, Negroes  
Sept 17 Thomas, of Thomas & Elizabeth Davenport  
July 9 William, of Cary & Mehitable Davis  
15 John, of John & Mary Donald  
22 Benjamin-Belcher, of Isaac & Hannah Cason  
Nicholas, of Joseph & Sarah Hastings  
James & Benjamin, of John & Hannah Allen  
29 Mary, of Joseph & Ann Tenney  
Aug 5 Eleazer, of Reuben & Hannah Higgins  
George, of John & Ruth Rowland  
19 Children, of Joseph & Susanna Jackson  
Aug 26 Mary, of William & Mary Pinnon  
Sept 7 Ann, of John & Isaac Cross  
Mary, of Sime & Hannah Peery  
Ann, of Bartholomew & Elizabeth Kenney  
23 John, of John & Dorcas Brewster  
Julia, of Peter & Mary Withers  
30 Henry, of John & Ann Crumpton  
Oct 7 Charles, of Benjamin & Margaret Green  
Baker, Negro-Servant to M<sup>r</sup> Joseph Jackson  
21 Abigail, of Moses & Elizabeth Trick  
28 Mary, of Robert & Lydia Price  
Nov 4 Peter, of Isaac & Elizabeth Vengose  
Mary, of Peter & Hannah Robinson  
Susanna, of William & Susanna Ewell  
Dec 2 Benjamin, of Isaac & Sarah Walker  
Robert, of William & Rebecca Haines  
9 Sarah, of Michael & Mary Kew  
16 Daniel, of George & Abigail Hewes  
20 Moses & Benjamin, of Moses & Mary Keyes  
1749  
Jan 7 6 William, of Abraham & Mehitable Toddman  
13 Mary, of Luke & Mary Roberts  
17 Jonathan-Childer, of Richard & Jane Lewis  
Feb 10 John, of David & Sarah Jeffrey  
Feb 10 Sarah, of John & Sarah Hase  
John Hase Jun<sup>r</sup>  
Mary, of Samuel & Mary Halliwell  
John, of Thomas & Sarah Foster

Church Records

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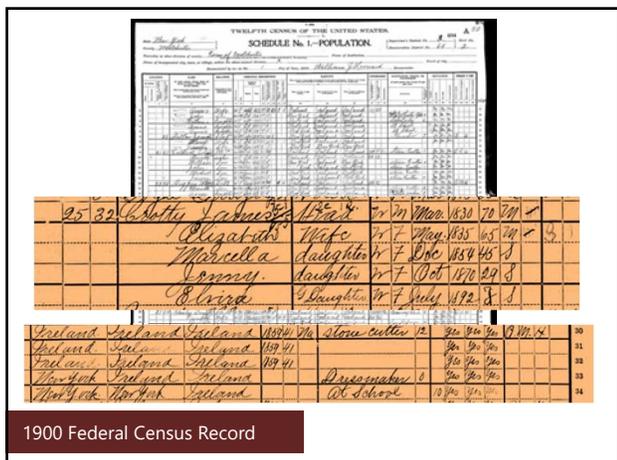
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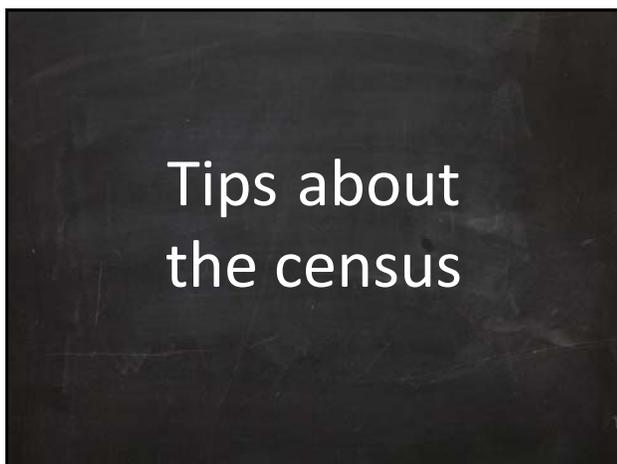
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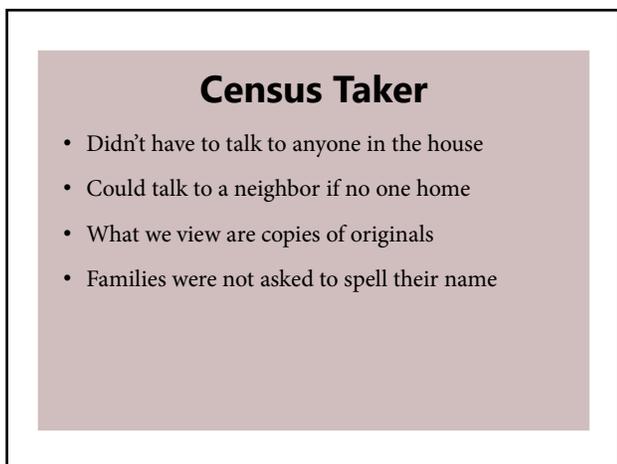
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## Knowing the Family

- 1790–1840: lists only the name of the head of the household
- 1850–1870: lists everyone in household, but not how they are related  
*Generally, can assume people in same household are family*
- 1880–1940: relationships listed

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## Using Census Records

- Try and locate the family in each census record, working backwards in to (1940 to 1930 to 1920, etc.)
- Mistakes/errors are relatively common
  - Give leeway when it comes to ages and spellings
- Use occupation to help confirm the identity
- Look at surrounding families as possible relatives and associates
- Blank census forms available from NARA at <https://www.archives.gov/research/genealogy/charts-forms>

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## Immigration Records

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# Military Records

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Military Records – Draft Card

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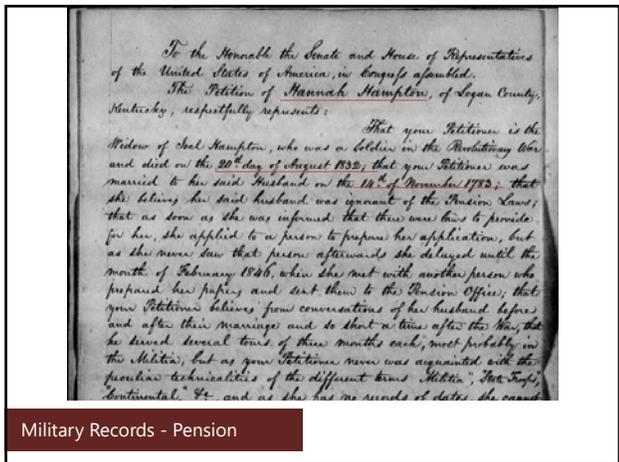
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Military Records - Pension

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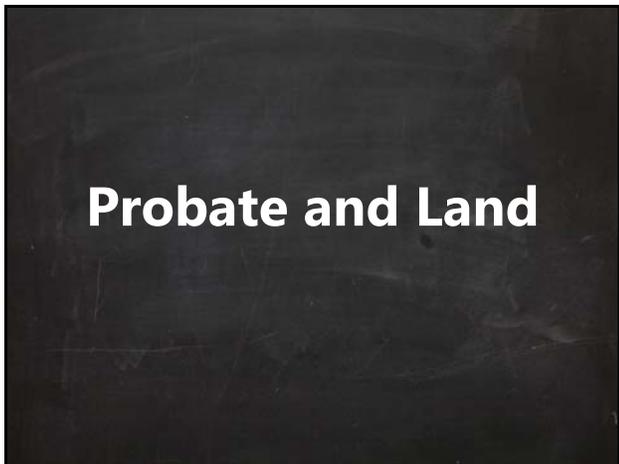
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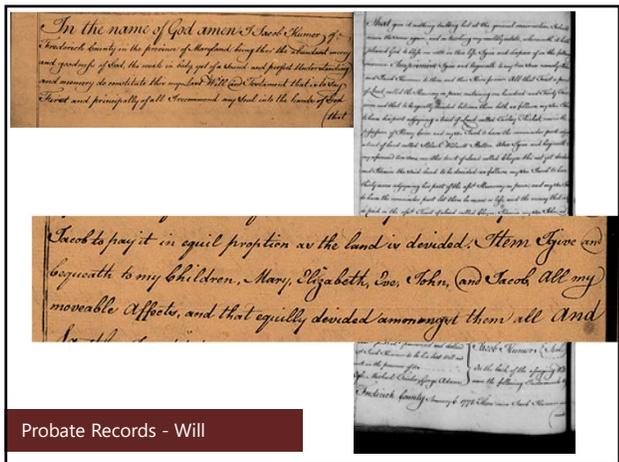
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**Probate Boilerplate**

- “In the name of God, Amen I [name] of [County] in [State/Province] being thro’ the abundant mercy and goodness of God, tho weak in body, yet of a sound and perfect understanding and memory do constitute this my Last Will and Testament...”
- “Then came [name 1] and [name 2] the subscribing witnesses to the Last Will and Testament of [name] late of [place name] deceased and made under oath on the Holy Evangels of God that they did see the testor therein named sign and seal this will.....”

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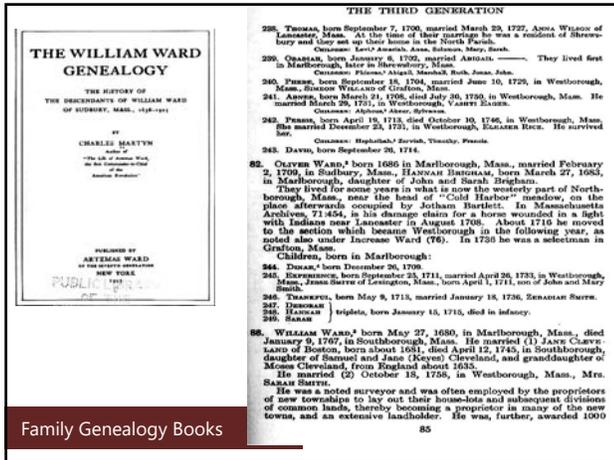
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**THE THIRD GENERATION**

238. **THOMAS**, born September 7, 1700, married March 20, 1727, ANNA WILSON of Lancaster, Mass. At the time of their marriage he was a resident of Shrewsbury and they set up their home in the North Parish. Children: Sarah, Hannah, Anna, Elizabeth, Mary, Sarah.

239. **CHARLES**, born January 6, 1702, married Abigail ———. They lived first in Marlborough, Mass., and later in Westborough, Mass. Children: Thomas, Abigail, Deborah, Ruth, Anna, John.

240. **FRANK**, born September 18, 1708, married June 10, 1729, in Westborough, Mass., ANNE WILSON of Groton, Mass. They lived for some years in what is now the westerly part of Northborough, Mass., near the head of "Cold Harbor" meadow, on the place afterwards occupied by Joshua Bartlett. In Massachusetts Archives, 71,454, is his damage claim for a horse wounded in a fight with Indians near Lancaster in August 1708. About 1710 he moved to the section which became Westborough in the following year, as noticed above under Increase Ward (76). In 1730 he was a selectman in Groton, Mass.

241. **ANNE**, born March 21, 1708, and July 26, 1709, in Westborough, Mass. She married March 20, 1727, in Westborough, VASHTI ELLER. Children: Abigail, Abner, Sylvia.

242. **PERCIVAL**, born April 15, 1713, died October 10, 1746, in Westborough, Mass. He married December 20, 1712, in Westborough, ELIZABETH BURN. He survived 333. Children: Nathaniel, Ezekiel, Timothy, Francis.

243. **DAVID**, born September 26, 1714.

244. **OLIVER WARD**, born 1686 in Marlborough, Mass., married February 2, 1708, in Sudbury, Mass., ELIZABETH BURNING, born March 27, 1683, in Marlborough, daughter of John and Sarah Brigham. They lived for some years in what is now the westerly part of Northborough, Mass., near the head of "Cold Harbor" meadow, on the place afterwards occupied by Joshua Bartlett. In Massachusetts Archives, 71,454, is his damage claim for a horse wounded in a fight with Indians near Lancaster in August 1708. About 1710 he moved to the section which became Westborough in the following year, as noticed above under Increase Ward (76). In 1730 he was a selectman in Groton, Mass.

Children, born in Marlborough:

244. **THOMAS**, born December 26, 1706.

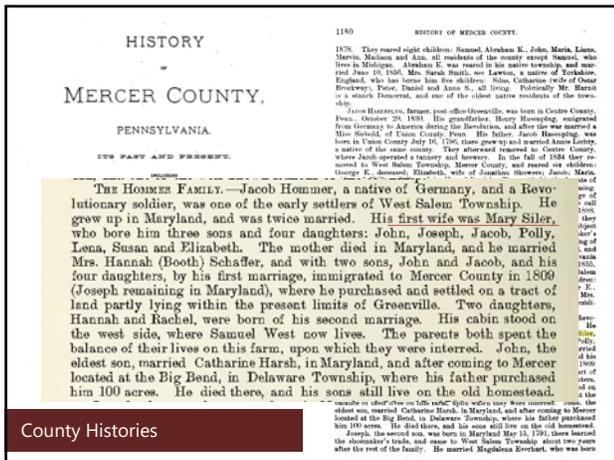
245. **PERCIVAL**, born September 25, 1711, married April 20, 1733, in Westborough, Mass., ANNA BURN of Lexington, Mass., born April 1, 1711, son of John and Mary Burtin.

246. **FRANKLIN**, born May 9, 1713, married January 18, 1736, ZERUBBABEL BURN.

247. **THOMAS** 248. **ELIZABETH**, born January 15, 1715, died in infancy.

249. **WILLIAM WARD**, born May 27, 1680, in Marlborough, Mass., died January 9, 1767, in Southborough, Mass. He married (1) JANE CLAVES, daughter of Boston, born about 1681, died April 12, 1745, in Southborough, daughter of Samuel and Jane (Keyes) Cleveland, and granddaughter of James Cleveland, from England about 1633. He married (2) October 18, 1758, in Westborough, Mass., Mrs. SARAH BURNING. He was a noted surveyor and was often employed by the proprietors of new townships to lay out their homesteads and subsequent divisions of common lands, thereby becoming a proprietor in many of the new towns, and an extensive landholder. He was, further, awarded 1000

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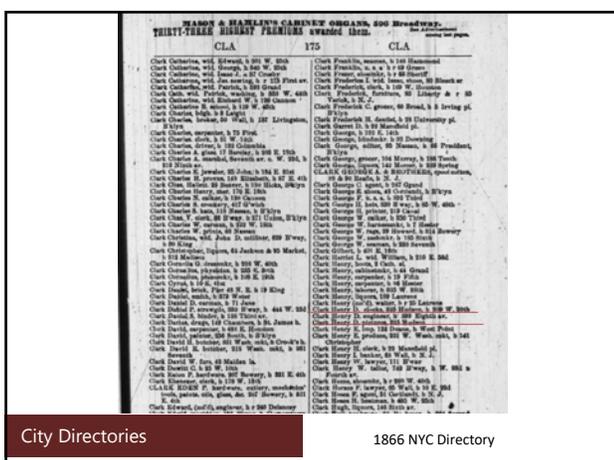


1578. They reared eight children: Samuel, Abraham E., John, Maria, Isaac, Maria, Melissa, and Ann, all residents of the county except Samuel, who lives in Michigan. Abraham E. was reared in his native township, and married here in 1760, Mrs. Sarah Smith, nee Lawton, a native of Yorkshire, England, who has borne him five children: Silas, Catherine, wife of Oscar Brockway, Peter, David and Ann S., all living. Politically Mr. Harris is a staunch Democrat, and one of the oldest native residents of the township.

John HARRISON, born in Ohio Township, was born in Centre County, Penn., October 21, 1831, a graduate of Henry University, graduated from the University of America during the Revolution, and left for sea married a Miss Marshall of Cass County, Penn. His father, Jacob Harrington, was born in York County July 10, 1795, three years in an earlier birth date, a native of the same county. They afterward removed to Centre County, where Jacob operated a nursery and nursery. In the fall of 1824 they removed to West Salem Township, Mercer County, and reared six children: George, John, William, Elizabeth, and Josephine. Joseph, Maria, and

**THE HOMMER FAMILY**—Jacob Hommer, a native of Germany, and a Revolutionary soldier, was one of the early settlers of West Salem Township. He grew up in Maryland, and was twice married. His first wife was Mary Siler, who bore him three sons and four daughters: John, Joseph, Jacob, Polly, Lena, Susan and Elizabeth. The mother died in Maryland, and he married Mrs. Hannah (Booth) Schaffer, and with two sons, John and Jacob, and his four daughters, by his first marriage, immigrated to Mercer County in 1809 (Joseph remaining in Maryland), where he purchased and settled on a tract of land partly lying within the present limits of Greenville. Two daughters, Hannah and Rachel, were born of his second marriage. His cabin stood on the west side, where Samuel West now lives. The parents both spent the balance of their lives on this farm, upon which they were interred. John, the oldest son, married Catharine Harsh, in Maryland, and after coming to Mercer located at the Big Bond, in Delaware Township, where his father purchased him 100 acres. He died there, and his sons still live on the old homestead. Joseph, the second son, was born in Maryland May 13, 1791; there learned the shoemaker's trade, and came to West Salem Township about two years after the rest of the family. He married Magdalena Everhart, who was born

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### Next Time: How To Organize?

- Organize your research
- Organize your findings
- Organize your files
- Genealogical numbering systems

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### Session Roadmap

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graph TD; A[What is Genealogy?] --> B[Steps for Researching]; B --> C[Focus on step three: sources]; C --> D[Homework];
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### Homework

1. Fill out a 5-generation pedigree chart for your family.
2. Identify three things you would like to know about your family based on your chart.
3. Create three research questions, keeping in mind that good questions are about identity, relationships, or events. Anchor each question to a time and a place and include that information in the question.
4. Complete the table below for the three questions.

Research Question	List FIVE records that may help answer the question	Where will you find the record? (What repository?)
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