

How to “DO” Family History Research

Follow four simple steps:

Step 1: *Identify what you know about your family.*

Step 2: *Decide what you want to learn about your family.*

Step 3: *ABC’s of Research.*

A - Decide which record to search.

Original Records
Secondary Records

B - Obtain the record

C - Searching the record

Step 4: *Use the Information.*

Organize.

What Next?

The *Research Process* advocated by the Family History Library suggests the following eight steps to research:

1. Gather information on your family.
2. Verify the information (especially inconsistencies).
3. Look for previous research.
4. Seek to contact others with common interests.
5. Review what you have and decide what you want to learn.
6. Select a record to search to obtain that information.
7. Find and search that record.
8. Use (evaluate) the information.

Steps 3 and 4 in the above process is what is called the *survey phase* in the research process.

Filling out Pedigree & Family Group Forms:

- When recording a woman’s name, use her maiden name.
 - Format of dates: day, month, year (dd,mmm,yyyy)
 - Format of places: smallest to largest jurisdiction (town, county, state, nation). No hospital information in place field.
 - How to continue onto pedigree charts.
 - On Family Group Sheets, record the children in their birth order.
 - Demonstrate how the PAF software can identify when ordinances need to be processed.
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