# Catalog and Research Wiki

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## Searching records

Sign into familysearch.org.  If you do not have an account, sign up for one.  They are free.

On the top line you will see this:



Click on the word "**Search**" and then on the word "**Records**" that appears in the drop down box.

You can search for historical records by using a name, place, and date.  Just remember that sometimes less information finds more information in the search.  If you are too specific with a location, for example, you narrow down your possibilities for finding your ancestor.  Type the state instead of the city, county, and state.

You can **Find by Collection** by adding the collection name or you can browse and see all of the collections that are indexed in familysearch.org.

You can **Search by Place**.  When you search by place, make sure that you only use a state name, country or province.  Don't go too specific.  Type in the name of state that you are interested in researching.  A page comes up that has the Learning Center, Indexed Historical Records, Current Indexing Projects, Genealogies, Image-only Historical Records, and Catalog Material.  You can have fun looking around these options.  Here are two links that will give you more information:

Beginner

https://www.familysearch.org/en/blog/search-historical-records-update

Advanced

https://www.familysearch.org/en/blog/advanced-strategies-searching-records

# CATALOG

To access the catalog, click on **search** and then within the dropdown box, click on **catalog**.  A new page comes up and you can search by place, surnames, titles, author, subjects, or keywords.  You can also search by call number or film number.

When you are searching by place, spelling is critical.  If it is spelled incorrectly, you will not get any hits.  The catalog is divided into categories.  You can search by city, county, and state.  Try searching at every level.  Most records in the United States fall under the county or state levels.  Once you are into the records for the county you are looking for, the records are broken down into sub categories; for example, bible records, church records, land records, probates, etc.  If you are searching in Europe, for example, a lot of records are at the city or town level.

Here is an example to follow.  Type in Albemarle, Virginia and hit search. The program changes your search to "United States, Virginia, Albemarle."  A list come up that shows all of the general categories for records for that county.  Click on "United States, Virginia, Albemarle-Probate Records."  Another list appears under that heading.  These are all of the records that fall under that category.  When a record is chosen, the page opens up that will show you the details of record.



This particular record is in book format at the Salt Lake Familysearch center.  It is also in digital format and a film.  You can see the red line and click on the word "here" to view the book.  This is what opens up next:
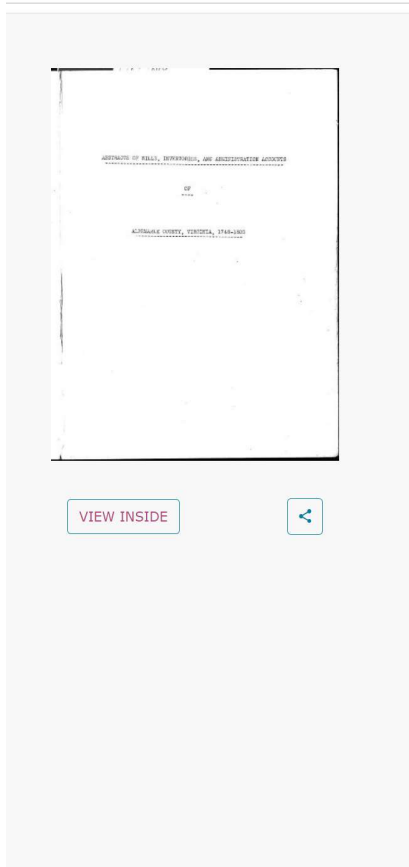
Abstract of wills, inventories, and administration accounts of Albemarle County, Virginia, 1748-1800

| TITLE NO | 99022 |
|---|---|
| CREATOR | King, J. Estelle Stewart (Junie Estelle Stewart) |
| LANGUAGE | English<br>eng<br>en |
| SUBJECT | United States, Virginia, Albemarle - Probate records |
| EXTENT | [i], 57 p. |
| PAGE COUNT | 61 |
| OWNING INSTITUTION | Houston Public Library |
| PUBLISHER DIGITAL | FamilySearch International |
| ACCESS LEVEL | Public |

VIEW INSIDE

If you click on the words "VIEW INSIDE" you can view the book. A new window opens and shows you the book. On this page, you can scroll page by page or by clicking on the square that looks like a nine patch quilt, you can see the thumbnails of each page and scroll quickly and view the page you are looking for. You also have the capability to download the book, search with the book, zoom in or out, and share.
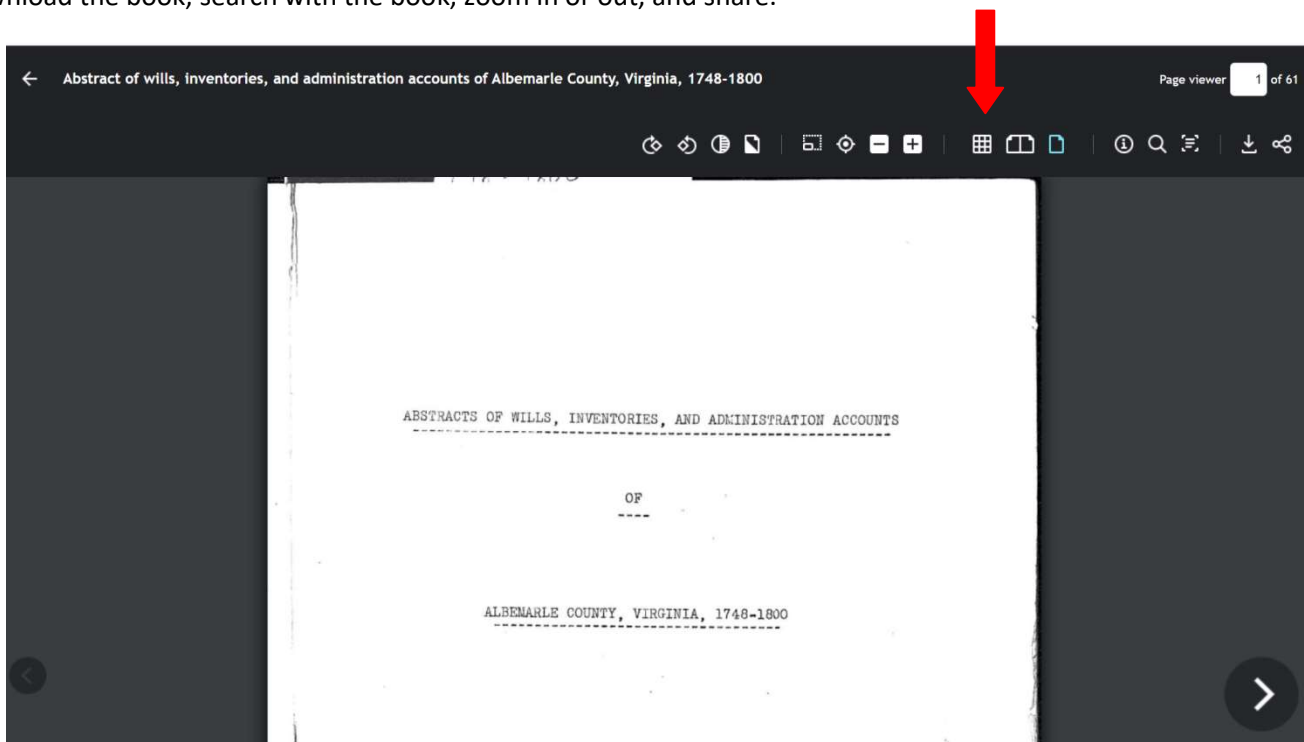
Here is another example.  Under probate records click on "Virginia, Albemarle County, Wills, 1748-1919; general index, 1748-1930.



Under the Film/Digital notes it lists every film and what is contained on that film.  On the right hand side, if you see a little camera, it means you can view that film.  If there is a magnifying glass to the left of the camera that means that that particular item has been indexed and can be searched by clicking on the magnifying glass.  When you click on the camera a new window appears and it looks like the old film pages from a microfilm.  The images have been scanned to the possible viewing of the image.
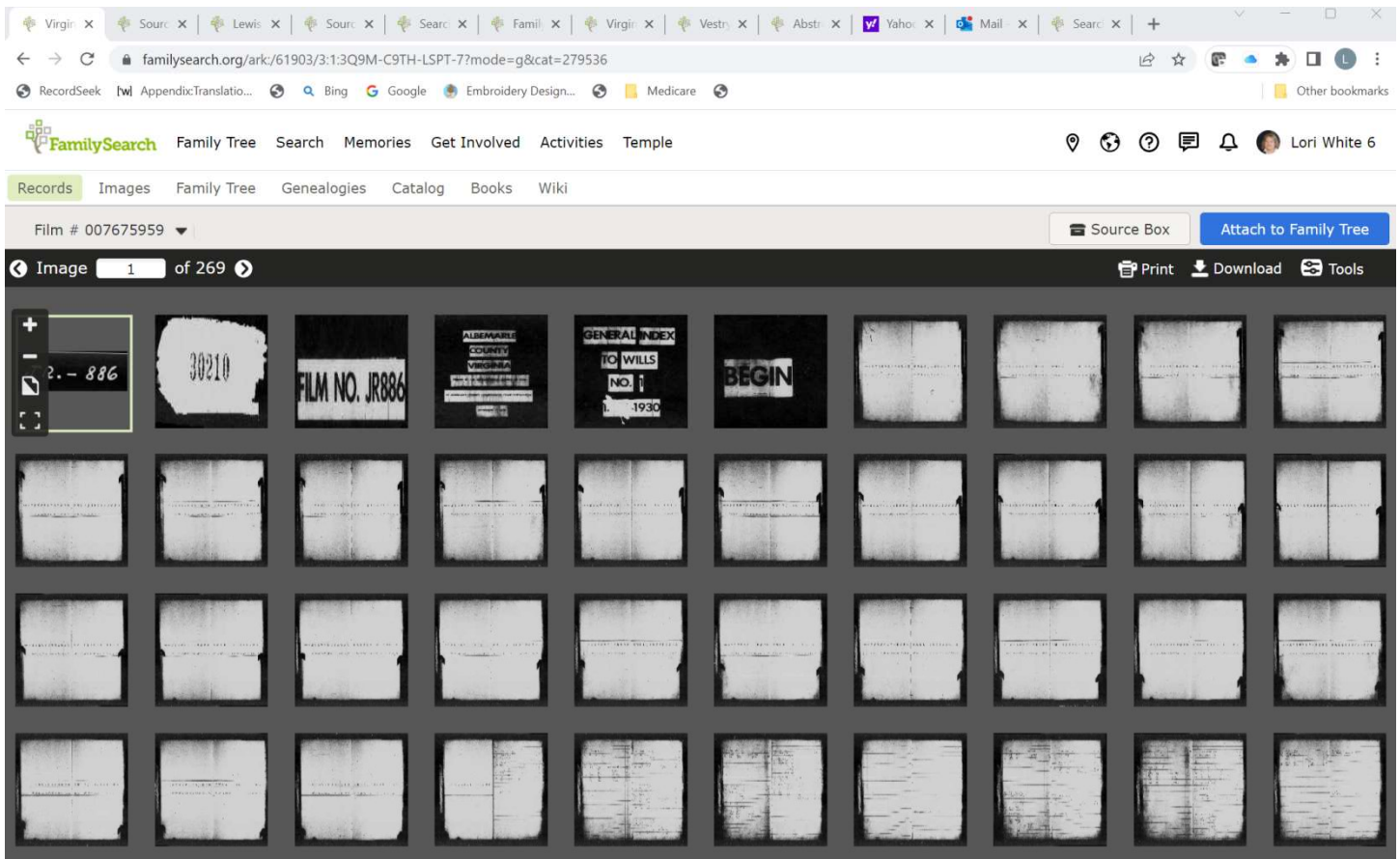
These images are just like they were in the original record so look for the old fashioned indexes which appear usually at the beginning of the record.  By clicking on any of the pages, they will go to full screen so it is easier for viewing.   Under the film number you will see Image 1 of 269.  Image numbers are not page numbers.  Because they film every single page including the title page, that throws off the page numbers.  For example, if you are looking for page number 100 you should probably go to image 50 to start because pages are usually numbered on each side if it is a double page picture.

When you are looking at records on digitized films pay attention to item numbers.  If you are looking at item number 1 but the collection you are interested in viewing is item 17, you will not find it immediately.  Scroll down when you are in the multiple page view (like the example above) until you see black images (like above).  Those dark images indicate an item break.  Click on one and you should see what item you are on and if you need to keep scrolling.

Once you find the page or document you are looking for, it will usually allow you to print or download the image.  When you use the print option it usually prints really small but you get the source information on the page.  If you download the image and save it, you can print the image larger.  If you download it, make sure you name the file with your source information so you can always know where it came from.

Under "Tools" you can rotate the image using "left," or you can change the brightness and contrast using "Adjust Image," and finally you can use "Invert" to change the image from a white background to a black background.

# RESEARCH WIKI

The Wiki is a tool where you don't search for people but you search for information on localities and how to research in an area of the world.  To locate the wiki at the top of the page, you click on "Search" and then in the dropdown box you click on "Research Wiki."

In the Search box type in a locality such as a state or country.  If you type in a state's name, the page for that state will come up.  Every page has links to different types of records.  If you scroll down the page, you will see links to each county within the state.  Anything that is written in blue is a link to more information.  Have fun exploring!  If the link has a dollar sign beside it that means that that site is a paid site that requires a subscription.

- Pennsylvania Archives Volumes from the Pennsylvania Secretary of the Commonwealth, First though Seventh Series. FS Library film 824438 (first of 65)⧉ - images; *also at: Ancestry⧉ ($).*

Another example is for searching is Germany.  When you go to the Germany wiki page you will find "How to" Guides, research tools such as links to Gazetters, Kartenmeister, Word Lists, Handwriting helps, Letter writing helps, Feast day guides and videos, just to name a few.

By scrolling down on the Germany page, under the category of Getting Started there is a link to Germany Online Classes and Tutorials.  When you click on that link you will find a whole page of links to webinars or classes that have been recorded for you to learn more to help in your research.

There are over 100,000 articles to choose from on the Wiki.  Have fun poking around and learning about where your ancestors came from.

# LEARNING CENTER

From the home page of the Research Wiki on the left hand side of the screen there is a column of links that are blue script. Scroll down and click on "Familysearch Library." There are multiple links in green on this page. Click on the word "Learning."
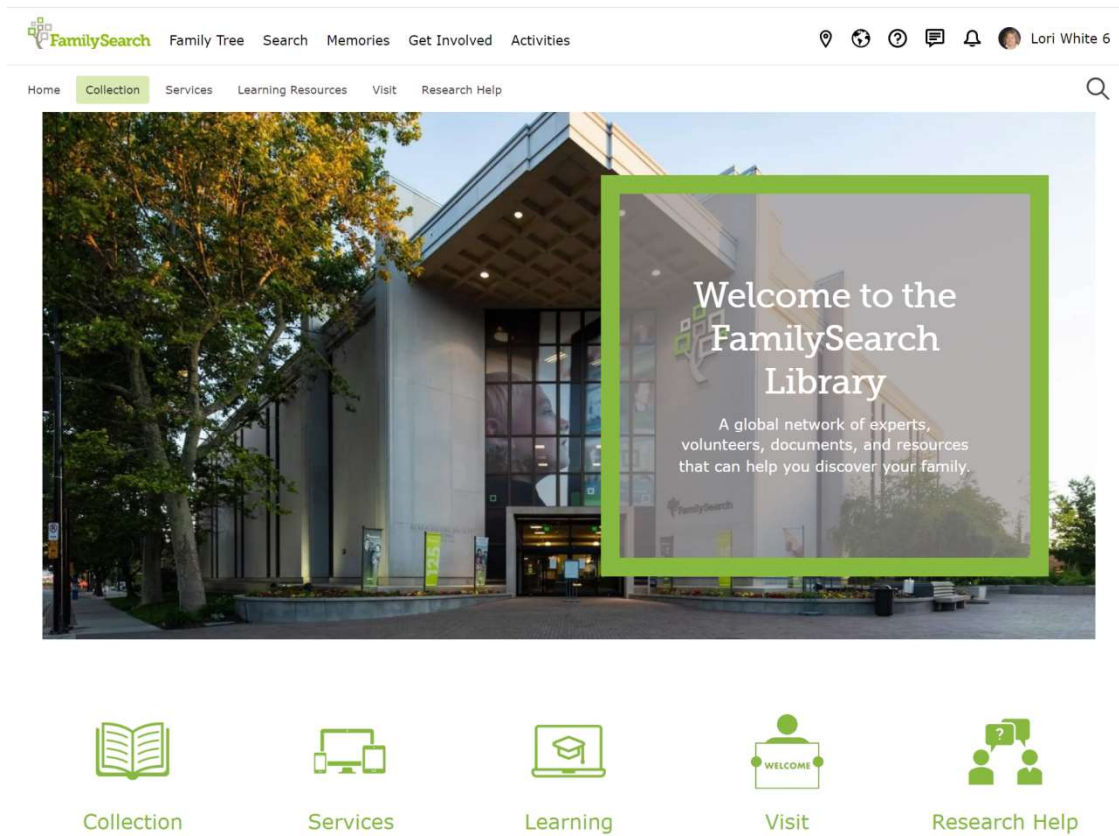


There are over 2,000 recorded classes and over 95,000 articles to help you learn. There is so much information available to help you find your family and be successful in your research.