

Organizing Your Family History Records

Why would you want to do all this work?

Why Do Family History?

- Find ancestors who need temple ordinances performed.
- Get acquainted with ancestors.
- Fulfill the promises you made to your Fathers in the Council in Heaven.
- Feel the Spirit of Elijah in your heart.
- Share temple experiences with your family
- Pass on a heritage to your family

What can I do to keep my family history work organized?

- Printed history of ancestors
- Pedigree chart of ancestors
- File boxes to store records discovered
- Folders for each ancestor couple
- Folders for locations researched
- Folders for possible relatives

Printed History of Ancestors

- Preserve and Distribute the history of your ancestors
- Use PAF to print book for ancestors or descendents of an ancestor
- Create your own history book – biography, pictures, family group sheets, pedigree charts
- Submit to Pedigree Resource File
- Post to WorldConnect Project on RootsWeb

Printed History of Ancestors

- Use PAF to create a Web Page
- Google will index the names on this page

Pedigree Chart of Ancestors

- Mary Hill scheme
- Four colors for each of four major family lines – father's father, father's mother, mother's father, mother's mother
- Recommend red, blue, yellow and green
- Complete a 9 generation chart

File Box to Store Records

- Plastic box with a lid to hold hanging folders
- Manila folders, 4 colors
- Pedigree chart with color code
- Surname folders – alphabetical
- Couples folders, one for each family
- Location folders – maps, information about city, county, state, country where ancestors lived

File Box to Store Records

- Folders for Research Helps – language, religion, handwriting, etc.

Three Ring Binder

- Color to match the line you are working on
- Take binder to Library for research
- Pedigree Chart for contents of binder
- Several couples folders
- Plastic pocket for pencil, pen, coins, etc.

Couples Folder

Outline of Contents

- Pedigree chart for a child of this couple
- Family Group sheet for this family
- Map to show the location of major events in the lives of this family
- Research Log
- Research Findings
- Slash Pocket or Packet Binder for documents and certificates

Couples Folder Outline of Contents

- To do list
- Any other items that relate to this family

Couples Folder

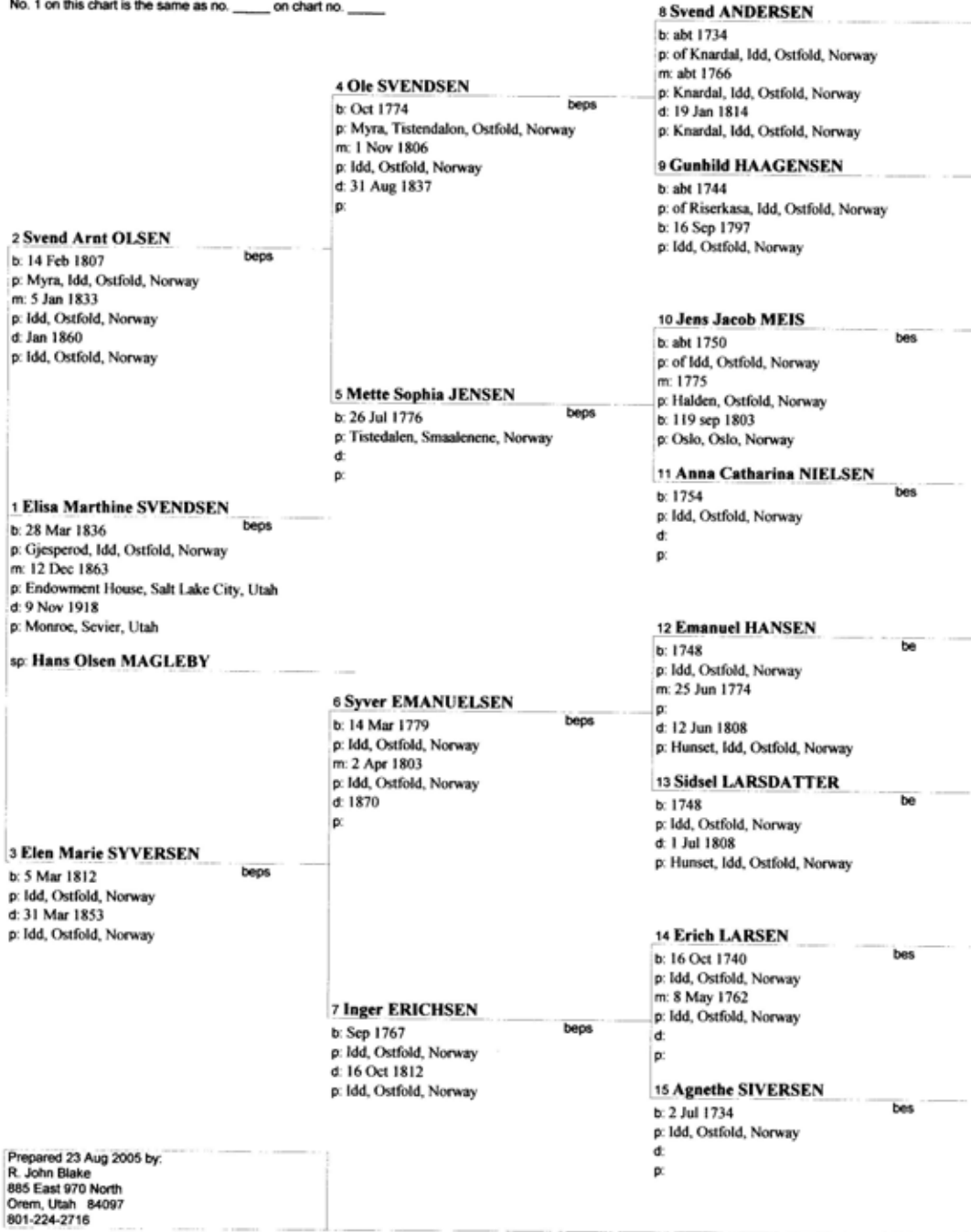
Examples of Items in each Folder

Pedigree Chart

Pedigree Chart

23 Aug 2005

Chart no. _____
 No. 1 on this chart is the same as no. _____ on chart no. _____



Prepared 23 Aug 2005 by:
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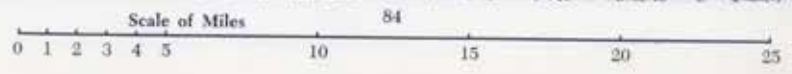
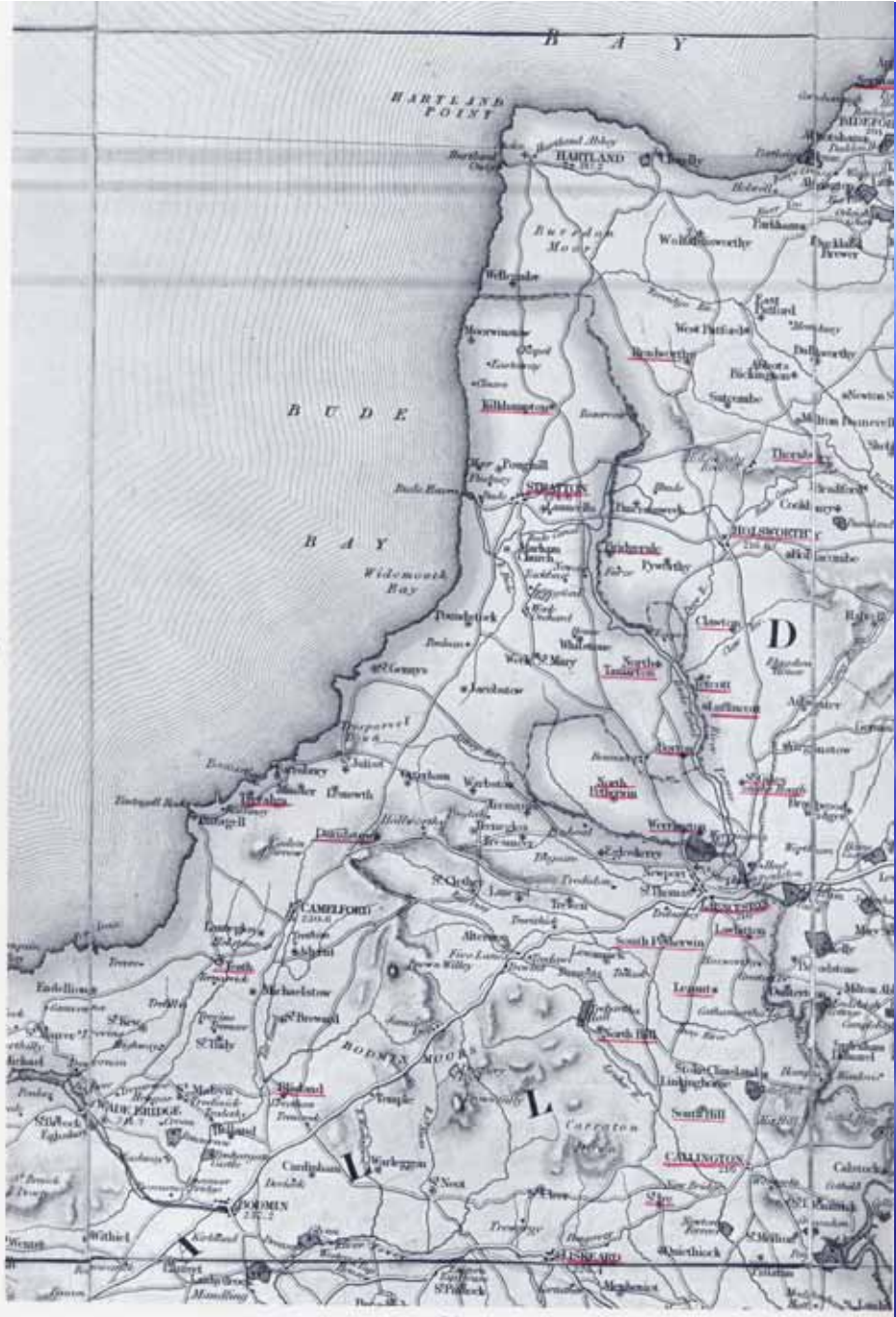
Family Group Sheet

Family Group Sheet

23 Aug 2005

Husband Svend Arnt OLSEN ¹			LDS Ordinances	Temple
Birth	14 Feb 1807	Myra, Idd, Ostfold, Norway ^{2,3}	B:	27 May 1890 MANTI
Chr	22 Mar 1807	Idd, Ostfold, Norway ²	E:	30 May 1890 MANTI
Death	Jan 1860	Idd, Ostfold, Norway ^{3,4}	SP:	27 Apr 1959 SLAKE
Ref #		1B2Z-S2		
Marriage	5 Jan 1833	Idd, Ostfold, Norway ^{3,5}	SS:	4 Apr 1933 SLAKE
Father	Ole SVENDSEN (1774-1837)			
Mother	Mette Sophia JENSEN (1776-)			
Wife Elen Marie SYVERSEN ¹			LDS Ordinances	Temple
Birth	5 Mar 1812	Idd, Ostfold, Norway ^{3,4}	B:	21 May 1890 MANTI
Chr	5 Mar 1812	Maistubben, Idd, Ostfold, Norway ²	E:	21 May 1890 MANTI
Alt. Name	1836	SYVERSDR ⁶	SP:	18 Feb 1955 MANTI
Death	31 Mar 1853	Idd, Ostfold, Norway ^{3,4}		
Burial	10 Apr 1854	Idd, Ostfold, Norway		
Ref #		1B2Z-T7		
Father	Syver EMANUELSEN (1779-1870)			
Mother	Inger ERICHSEN (1767-1812)			
Children			LDS Ordinances	Temple
M Olaus Severin SVENDSEN¹				
Birth	11 Sep 1833	Tistedalen, Idd, Ostfold, Norway ^{2,3}	B:	1 Apr 1936 SLAKE
Chr	17 Nov 1833	Idd, Ostfold, Norway ²	E:	2 Apr 1936 SLAKE
Ref #		1B31-Z5	SP:	20 Oct 1949 IFALL
Spouse	Stine Marie MARTINSEN (1835-)			
Marriage	abt 1853	Idd, Ostfold, Norway ⁴	SS:	29 Jul 1949 IFALL
M Emanuel SVENDSEN¹				
Birth	16 Mar 1835	Tistedalen, Idd, Ostfold, Norway ^{2,3}	B:	1 Apr 1936 SLAKE
Chr	26 Apr 1835	Idd, Ostfold, Norway ^{2,4}	E:	7 Apr 1936 SLAKE
Alt. Name	1840	Emanuel of Hjerperod ⁴	SP:	20 Oct 1949 IFALL
Death	8 Jan 1919	Norway ⁴		
Ref #		1B32-09		
Spouse	Maren Gurine OLSEN (1837-)			
Marriage	7 Sep 1856	Id-Hjerperod, Smaalene,,, Norway ⁴	SS:	29 Jul 1949 IFALL
F Elisa Marthine SVENDSEN¹				
Birth	28 Mar 1836	Gjesperod, Idd, Ostfold, Norway ^{3,6-8}	B:	17 May 1857
Alt. Name	1836	SVENDSDR ⁶	E:	12 Dec 1863 EHOUS
Chr	31 Jul 1836	Idd, Ostfold, Norway ^{2,6}	SP:	11 Jan 1967
Emigration	15 Apr 1862	Oslo, Oslo, Norway ⁹		
Emigration	21 Apr 1862	Hamburg, Germany ⁹		
Emigration	21 Apr 1862	Athenia from Hamburg ⁹		
Immigration	7 Jun 1862	New York City, New York ⁹		
Immigration	19 Jun 1862	Florence, Douglas, Nebraska ⁹		
Immigration	24 Sep 1862	Salt Lake City, Salt Lake, Utah ⁹		
Occupation	1880	Keeping House; Monroe, Sevier, Utah ¹⁰		
Death	9 Nov 1918	Monroe, Sevier, Utah		
Burial	11 Nov 1918	Monroe, Sevier, Utah		
Ref #		1MT4-NW		
Alt. Name		Eliza		
Spouse	Hans Olsen MAGLEBY (1835-1903)			
Marriage	12 Dec 1863	Endowment House, Salt Lake City, Utah	SS:	12 Dec 1863 EHOUS
M Hans Peter SVENDSEN¹				
Birth	16 Nov 1837	Gjerperod, Idd, Ostfold, Norway ^{2,3}	B:	Child
Chr	25 Dec 1837	Idd, Ostfold, Norway ²	E:	Child
Death	28 Jul 1838	Idd, Ostfold, Norway ²	SP:	20 Oct 1949 IFALL
Ref #		1B32-2M		
F Hanne Emelie SVENDSEN¹				
Birth	10 May 1839	Gjerperod, Idd, Ostfold, Norway ^{2,3}	B:	17 Mar 1931 LOGAN
Chr	1 Sep 1839	Idd, Ostfold, Norway ^{2,4}	E:	8 Jul 1932 LOGAN
Death	12 Jun 1885	²	SP:	20 Oct 1949 IFALL
Ref #		1B32-3S		
Spouse	Petter PETERSEN (1835-)			
Marriage	7 May 1871	Idd, Ostfold, Norway ⁴	SS:	27 Aug 1953 IFALL

Map of Family Locations



Research Log



Research Findings



Slash Pocket or Packet Binders

Avery Advantages



Holds over 70 pages



Durable poly material



Acid free - Archival safe -
Won't lift print

Assorted
Binder Pockets



75254



Assorted Binder Pockets

5
Pack

Made in China

Copies of Documents

Examples of how these forms are
used to keep your research
organized

Purpose of Research Log

- Record the research you have performed
- List – Date of Search, Research Location, Description of Source and Event, Person Researching, Document Link, Research Findings Link

Example of Research Log

Research Log

Ancestor's name

Hans (John) KLINGBIEL

Objective(s)

Locality

Milwaukee

Date of search	Location/ call number	Description of source (Author, title, year, pages)	Comments (Purpose of search, results, years and names searched)	Doc. number
		Ancestry File	Descendancy chart Family Group Record I	14
7-21-99		Wisconsin Vital Records Alphabetical Index	Find Birth Dates EFGH	15
		Ancestry File	Family Group Record J	16
		Wisconsin Marriage Record	Shows name as John K	17
7-21-99	840	1880 U.S. Census Wisconsin	KLINGBIEL family	18
7-21-99		Ancestral File	Descendancy chart L	19
9-17-99	840	1860 U.S. Census Wisconsin Index	Hans Klingbiel Family	20
7-26-00	South Lake	Hamburg Passenger List	Hans Klingbiel	21
10-27-00	South Lake	Klutz Parish Birth, Baptism	Hans Christoph Friedrich M	22
9-17-01	Uhh South FAC	1880 US Census	John and Sophia Klingbeil N	23
3-20-03		Internet IGI	Ordinances O	
	South Lake	Church Archives JSM Bldg	Hans Klingbiel Family P	

Purpose of Research Findings

- For each search, fill out a Research Findings Sheet
- Record the results of only one search on each Finding Sheet
- Record the results of your search, positive or negative
- Record all source information, film number, search objective, findings

Example of Research Findings

RESEARCH FINDINGS

22

FNTH

SOURCE OF DATA:	Klutz Parish	CALL NO.:	0069268	FAMILY OR SURNAME:	Klingbiel
LIMITS (EXTENT) OF THE SEARCH:		SEARCH DATE:	10-27-00	FILE NO.:	
OBJECTIVE OF THE SEARCH:	Baptism	SEARCHER:		PAGE OF	

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Hans Christoph Friedrich

born June 20, 1825

baptized June 26, 1825

born in Bolton Oregon

Father: Johann Friedrich Klingbiel

Servant

Working in Christian field

Mother: Catharina Maria Henrietta Westphal

Daughter of born of Joachim Christoph Westphal

Servant in Christian field

born in Bolton Oregon

~~Christina Elisabeth~~~~Elisabeth Hecht~~

Godparents: Hans Friedrich Schwarz

Hans Christoph Freithe Freitag

born in Bolton Oregon

Hans Karl Klingbiel

Dinkelb

Pastor Duhring

Niack klutz

Document M

Use this form to copy, from sources consulted, that data which may bear on the research. Be sure to copy the data faithfully, using exact quotes where practical, carefully maintaining the integrity of the source. Label all your explanatory notes so they cannot be mistaken as having originated with the source being reported.

Example of Documents

- Make a copy of the record you have found
- Label with an alphabetical letter to link it to the entry in the Research Log and in the Research Findings

Example of Documents

1825

Jahr Monat u. Tag	Gebörne Namen			Namen der Gevattern	Name des Taufenden Prediger
	des Vaters	der Mutter	des Kindes		
Jun 20. Jun 26	angelt. Johann Frink wif. Klingbiel Wahl auf dem Loh in Spitzmannfeld x zu Bollau Garten	Lassanna Maria Lassanna Westphal. Lassanna d. Lassanna Joachim Spilberg, Westphal, in Lassanna Loh zu Spitz. Kunigalger Loh und nun zu Bollausagen Feld	Stari Christoph Friederich	Paul (Kreuz) Spilberg, Paul Spilberg Freitag, Büch. Lassanna in Bollausagen, Jani Loh Klingbiel, Brauchung in Kirchlich	Kaplan Düring
Jul: 1. Jul: 3.	Joachim Gründling Luchmann, Arbeitsmann zu Spitzmannfeld.	Christina Klipa. Bart Glonow zu Hecht	Johann Joachim Friederich F. 1830 Julij 26.	Johann Ludwig Buss, Kreuzlaust, Paul Gründling Dienow, Arbeitsmann, Joachim Gründling Dabel, Arbeitsmann Lassanna Lassanna Arbeitsmann alle zu Spitzmannfeld	
Jul: 3. Jul: 10.	Paul Gründling Dierr Polnowitz zu Spitzli.	Lassanna Maria Dorothea geb. Büsch.	Johann Carl Heinrich donal Mai 29 1826	Johann Ludwig Lassanna, Arbeitsmann zu Spitzmannfeld, Paul Joachim Kligger, Paul Carl Dabel, Arbeitsmann, Lassanna Lassanna - Quast, Lassanna Lassanna	

W

Return Home from the Library

- Be sure to enter the new information you have found into your PAF data base.
- Always list the source for each piece of data in your database
- Make notes for interesting facts you found during your research
- Check the Internet IGI for each member of this family for needed temple work

Summary

This is how you can keep your family history work organized !!

- Print the history of your family – biography, pictures, pedigree chart, family group sheet
- Post your family file in the Pedigree Resource File and WorldConnect Project
- Create a Web Page
- Use plastic file box to store records you have researched
- Maintain a folder for each couple