

Beginners

Starting your family history and making the most of Ancestry.co.uk



At Who Do You Think You Are? LIVE today

- All the presentations from the Ancestry Academy will be available next week on the Ancestry.co.uk site at www.ancestry.co.uk/wdytya
- At the show we're offering a special 20% discount off all new annual memberships and we have a special member pack for those who are already members - make sure you pick yours up
- If you are a member you can also use our Member Lounge upstairs if you would like a sit down and a complimentary tea or coffee
- We also have a scanning area at the show today where we'll scan any photos or documents for you for free and put them onto a data stick so you can put them on your computer or attach them to your tree
- Also on our main stand is our Ancestry Shop where you can find out about our new partnership supporting the National Trust and see our products and special offers

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Starting Your Family History

- Family History Basics
- Start a family tree
- Searching records on Ancestry.co.uk
- Searching Births, Marriages and Deaths
- Searching Censuses
- What's Coming in 2010
- Site Improvements
- Getting help

Family History Basics

- Try to be methodical
- Keep everything organised
- Always source all your information
- Verify information with as many sources as possible
- Start with a more unusual surname
- Always work backwards in time

Start a Family Tree

Benefits of an online tree on Ancestry.co.uk:

- They are free
- Make it public or private as you wish
- Store everything in one place - including notes, photos and records
- Share your tree easily with others
- Connect with others doing the same research
- Let us help you by searching records for you
- Keep your information safe

[Uploading a tree](#)

[Starting a tree](#)

Starting a Tree - Demo

Getting Started:

- Start by clicking on “Start a new tree” under the Family Tree tab
- Click on “Add yourself” and fill in your details - you will be the “home person”
- You’ll then be prompted to add your parents and once you’ve done this you’ll be asked to register if you haven’t already done so
- If you tick the “Allow others to view this tree” box it means you’re more likely to get connections with others researching the same tree (living people will ALWAYS be hidden) but if you uncheck this box your tree will remain private
- If you have a family tree elsewhere you can always upload it as a GEDCOM file (click on “Upload a GEDCOM” under the Family Tree tab and then click on [How do I upload my tree?](#) for more information)
- When you’ve started a tree you can click on a person and select “View profile”. You can then see the person’s main details at the top, life events on the left and any relatives on the right
- If you want to edit any key information or put in alternative information if you’re not sure on dates and places you can do so by clicking on “Edit this person”



George William Calvey

Birth **16 Nov 1890** in Portishead, Somerset, England

Death **24 Jan 1955** in Portishead, Somerset, England

 Edit this person

Using Trees - Demo

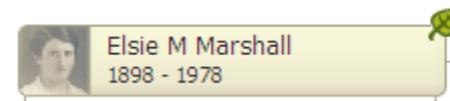
To search for records for people in your tree click on “Search for Historical Records” at the top of their profile:

- You can then narrow the results by clicking on the categories on the left
- You can also alter the information searched on by clicking into the person’s details on the top left of the search results page and then search again



Hints

- Once you’ve entered a name, date and place (guess if you’re not sure) our systems will search for matches in our records and other trees. If we find a match you will see a small green leaf appear next to a person
- The leaf is called an “Ancestry hint”. If you click on the hint you can view the match and see whether you think it is correct.
- If it isn’t correct you can click “ignore hint” - you can always come back to ignored hints later by going to the hints tab in the person’s profile
- If it is correct you can attach the record or piece of information to your tree
- Click on “Attach hint”, choose the information you’d like to include in your tree (if you click “Show advanced options” you can add the information as an alternate fact if you have differing information in two records)
- Click on “Show relatives on this record” to attach the record to other people too.

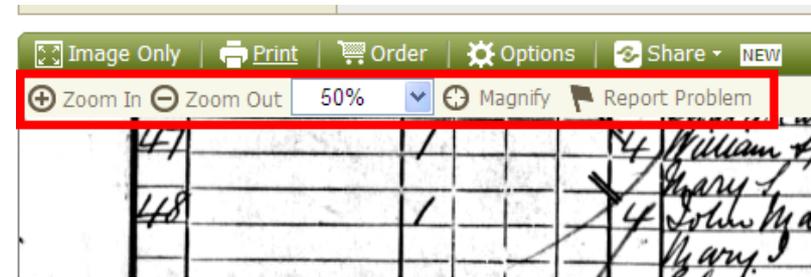


My Family Tree

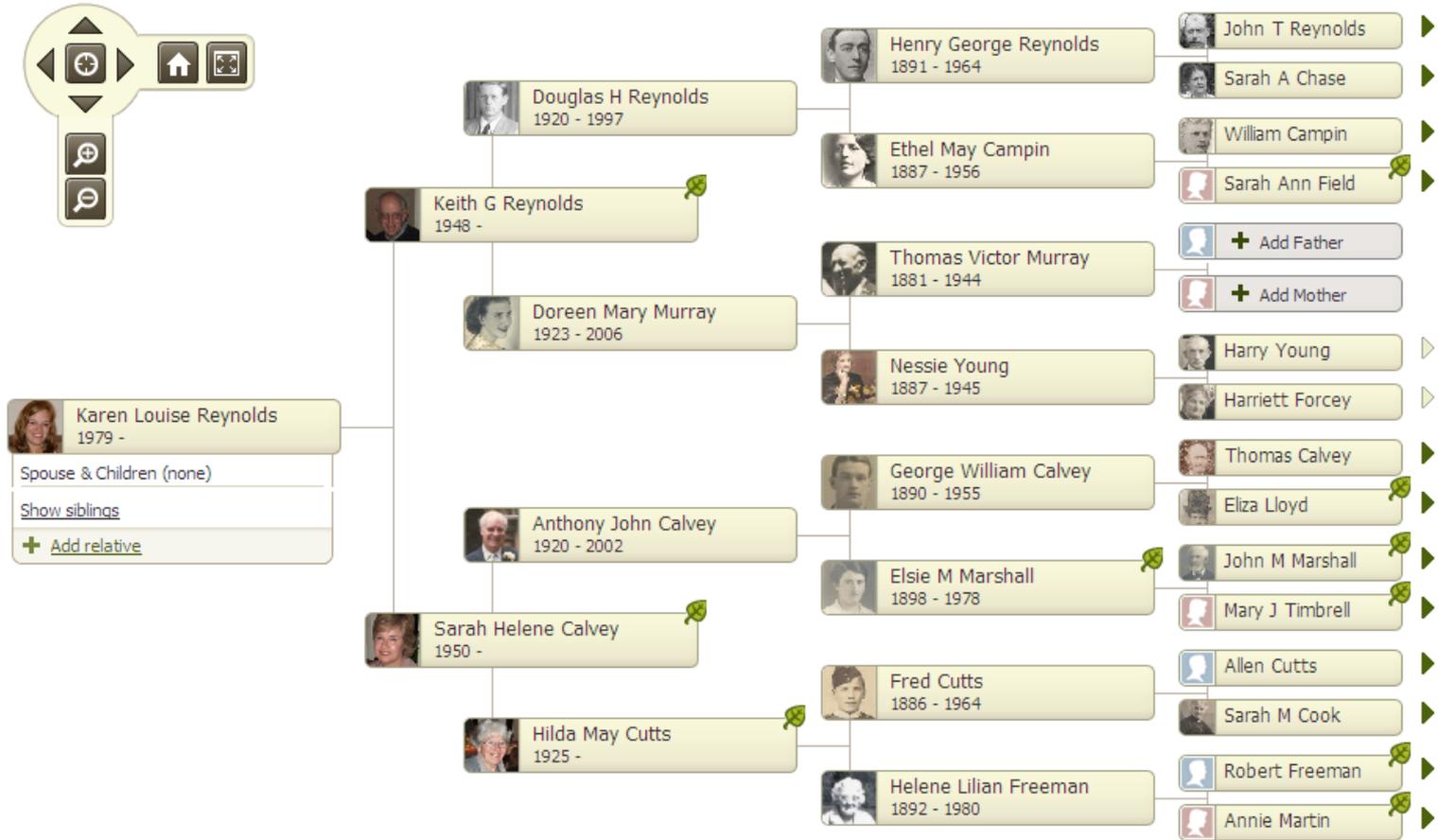
Record Viewer - Demo

Tips when viewing records:

- Click on the image and drag it around
- You can change the size of the image by clicking “Zoom in” or increasing the % or you can magnify a particular area of the image by clicking on “Magnify”
- If there’s more than one image in the record that you’re looking at you can use the arrows at the top right to page through records
- If there is an error in the transcription you can add your correction on this page by clicking on “Add Update” next to the person at the bottom by the transcription. Your alternative will be added to the database so if searched in future it will show up in the results.
- On the right of the screen you can see the Member Connect information - whether any members with public trees have saved the record to their trees and whether there is anyone else researching the same family name. The Intermediate presentation covers more about Member Connect



A Family Tree on Ancestry.co.uk



• An online tree can really bring your family history research to life with photos, stories and documents

[View a sample tree](#)

A Family Tree on Ancestry.co.uk

Attach scans of photos of places plus old documents and photos

Add family stories about individuals

Fill in life event information



Douglas Henry Reynolds

Birth **07 Aug 1920** in 61 Thorngrove road, Upton Park, Essex, England
Death **18 Apr 1997** in Reading, Berkshire, England

[Edit this person](#)

[Show immediate family](#) | [Search historical records](#) | [Print or Publish](#) | [Add a note](#) | [More options](#)

Overview | Facts and Sources | Media Gallery | Comments | Hints | Member Connect

Successfully removed Occupation for Douglas Henry Reynolds.

Media Gallery (see all)

Photos (13) | Stories(0) | Audio(0) | Video(0)

[Upload photos](#) | [Add a story](#) | [Record audio](#) | [Record video](#)



Timeline (View details)

[+ Add a fact](#)

- 1920**
7 Aug
Birth
61 Thorngrove road, Upton Park, Essex, England
61 Thorngrove road, Upton Park
[1 source citation](#)
- 1939**
-1949
Occupation
Instrument maker for the RAF
Age: 19
- 1941**
Sent to South Africa on duty in the War
Age: 21
- 1943**
23 Jan
Marriage to Doreen Mary Murray
Kimberley, South Africa
Age: 22
- 1943**
Came back to England from SA

Family Members

Parents

 [Henry George Reynolds](#) (A3)
1891 – 1964

Letter of recommendation on leaving school

Spouse & Children

 [Doreen Mary Murray](#) (A3)
1923 – 2006

 [Derek Murray Reynolds](#) (A3)
1946 –

 [Keith Gregory Murray Reynolds](#) (A3)
1948 –

 [Pamela Lynne Reynolds](#) (A3)
1949 –

[+ Add a family member](#) | [Family group sheet](#)

Recent Member Connect activity

 You have 2 new possible connections researching Douglas Henry Reynolds. [See details](#)

 10 possible timeline events

Searching Records on Ancestry.co.uk

Tips for searching records:

- Search chronologically backwards - don't skip people
- The easiest way to search records is from your tree (the system will populate the search with info from your tree)
- If you search from the main search page you can then narrow the results by category and date on the left hand side of the page.
- Results will be much more relevant if you narrow down to the collection you wish to find someone in rather than trawl through the results from the main search page
- Edit the searchable information on the top left
- Under Advanced Search - carefully choose which information to make "Exact" (be sure names are spelt as they would have been)

Searching Birth, Marriage and Death Indexes

- The Birth, Marriage and Death Indexes on Ancestry.co.uk have all been transcribed from 1837-2005
- Each collection is split into two- one for events 1837-1915 and one for 1916-2005 (FreeBMD transcribed the events for 1837-1915)
- Mother's maiden name was included on the Birth Indexes from 1911 and Spouses surname on the marriage indexes from 1912
- If you want to check that a marriage result is likely to be correct Click on “click to see others on page” in FreeBMD results or “Find Spouse” in 1916-2005 results. You will see the other people listed on the same page and you may be able to work out whether they are correct
- If you want to order a copy of a certificate easily through Ancestry.co.uk you can do this by clicking on the trolley icon next to the result for your relative

Searching Census Records

- We hold the complete 1841-1901 census collections for England, Wales and Scotland (although the Scottish census collections do not have images they are more fully transcribed)
- Start with a relative who would be in the 1901 census, the more information you have about them the better e.g. rough date of birth, place, parents' and siblings' names and places of birth, father's occupation etc.
- If you are looking for a common name in a large city you will probably need to cross-match information that you have about a person from different sources to find the correct match
- In the “Advanced Search” only tick “Exact” on information that you're sure about, if you can't find a match remove the “Exact” specification
- Try alternative spellings - for Reynolds I'd try Renolds, Raynolds, Ranolds, Renalds etc.
- Keep a record of your searches, so you don't keep searching the same records over and over again.
- Try our wildcard function - substitute letters in a name with a * or ? (a * matches 0 or more letters and a ? matches just 1 letter) Find out more about the wildcard function [here](#)

Search - Demo

If you start searching from the main Search page:

- The quickest way to get the accurate results is to search in the collection the person is likely to be found in so if you know this you can narrow the results by category of record (e.g. if you want to search censuses or BMDs only) on the left of the screen or under the main results panel
- By clicking on the “Edit Search” button you can add or remove information included in your search
- By clicking on “Collection Priority” you can prioritise records from a particular Place - useful if the person lived somewhere other than where they were born
- By clicking on “Only records from the UK and Ireland” you can restrict your results to records from these places

All results for *George Calvey*

The screenshot shows a search interface with the following elements:

- Search filters:** Name: george calvey, Birth: portishead, Collection Priority: United Kingdom. An "Edit Search" button is highlighted.
- Narrow by Category:** A list of categories with counts: Census & Voter Lists (2,736), Birth, Marriage & Death (5,000+), Military (330), Immigration & Emigration (149), Newspapers & Periodicals (94), Pictures (148), Stories, Memories & Histories (1,079), Directories & Member Lists (5,000+), Court, Land, Wills & Financial (123), Dictionaries, Encyclopedias & Reference (4), Family Trees (2,125).
- Matched Results:** 19,190 from All Categories. The results are grouped into three categories: Census & Voter Lists (1901, 1891, 1881, 1871, 1861 England Census), Birth, Marriage & Death (England & Wales, FreeBMD Birth Index, 1837-1915; England & Wales, Birth Index: 1916-2005; England & Wales, Marriage Index: 1916-2005; England & Wales, Death Index: 1916-2005; England & Wales, FreeBMD Death Index: 1837-1915), and Military (British Army WWI Medal Rolls Index Cards, 1914-1919; British Army WWI Service Records, 1914-1920; British Army WWI Pension Records 1914-1920; UK, Soldiers Died in the Great War, 1914-1919; UK, Army Roll of Honour, 1939-1945).

What's Coming in 2010

We are continually growing our record collections and are planning to launch many more records in 2010:

- Immigration - launch of the Alien Arrivals
- 1911 England and Wales Census Summary Books
- Parish Records
- London Metropolitan Archives collections including Bishop's Transcripts, School Admissions and Probate records
- Occupational records

... and more

Site Improvements since last year's WDYTYA

We are continuously working on site improvements - feedback from you is crucial to do this:

- Tree - improved person page and the ability to associate attached photos and records with an event e.g. add a photo to a marriage
- Search - more control, more consistency, and more informative (improved wildcard functionality - using * and ? In searches). New Image Viewer with transcribed results and image, as well as easier transcription corrections)
- Collaborate - more frequent hinting (increased hintable collections), Member Connect, Message Centre (to see messages you've sent and received)
- Site performance - we have invested a lot time in improving this over the past year

Site Improvements - to come in 2010

Some of the improvements we are planning for this year:

- Place filters in search
- Improved main search page
- Recent search history
- Improved navigation to our vast data collections
- iPhone application for Ancestry.co.uk
- Continuous improvement on integration with FTM trees
- Continuous improvement on hinting

Getting Help

If you get stuck and need help:

- Look in the Getting Started section in the Learning Centre
- Click on the Help link on the top right of the screen and then type your question
- If you are a member you can email us at support@ancestry.co.uk and we will try to help with your specific research query (it's best to email these queries so we can give you a full answer after looking into the issue)
- If you have a general question about Ancestry.co.uk or memberships you can call our call centre on 0800 404 9723