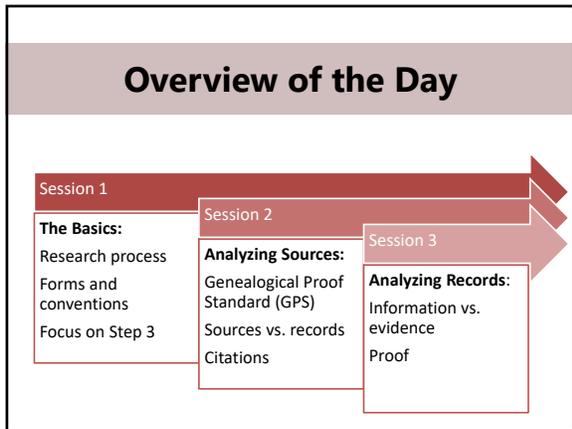
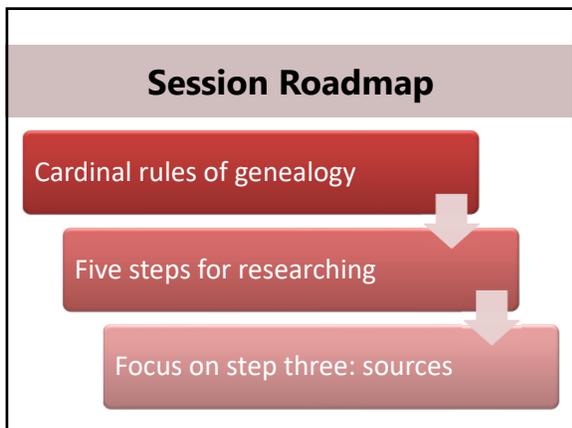


1



2



3

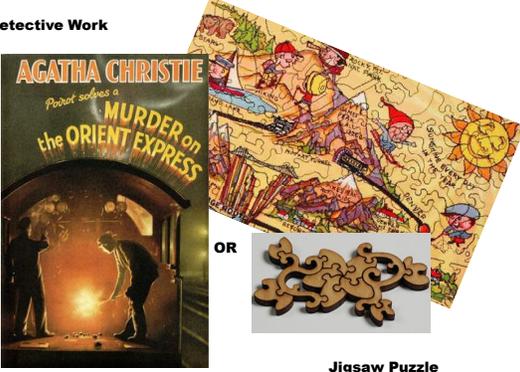
What is Genealogy?

ge-ne-al-o-gy (jēnē'äləjē)

- Study of our ancestors - our parents, their parents, siblings and so on
- More than names and dates - stories and how our families fit into history
- Stems from ancient Greek
 - *Genea* meaning generation
 - *Logia* meaning telling or discourse or study of

4

Detective Work



OR

Jigsaw Puzzle

5

A Window Into History



6

Cardinal Rules of Genealogy

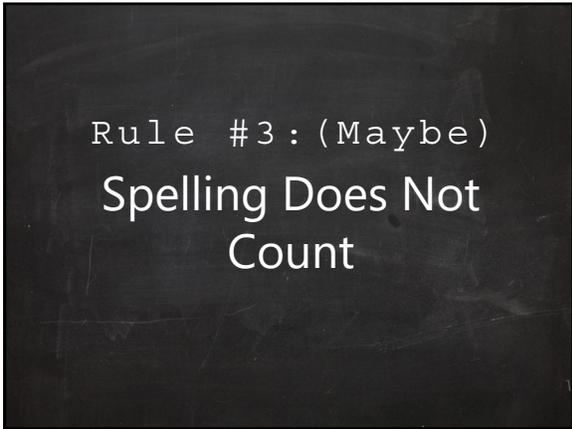
7

Rule #1
Work from the known
to the unknown

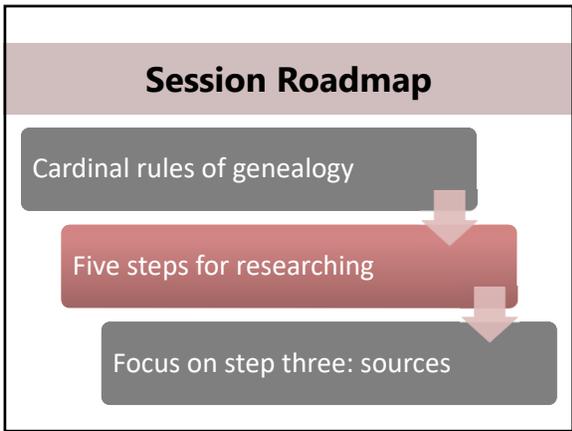
8

Rule #2
Write It Down

9



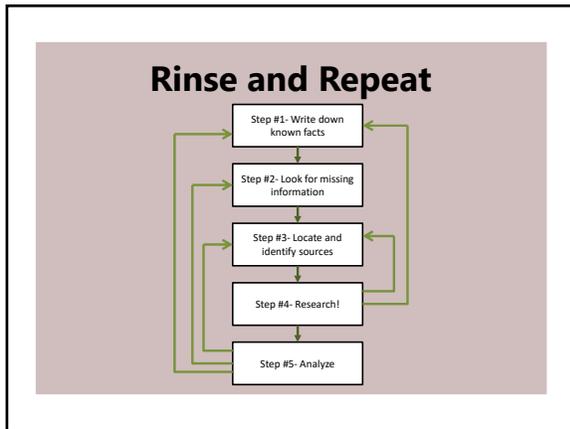
10



11



12



13

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

14

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?

15

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!!

16

www.AmericanAncestors.org

Chart # ___
1 on this chart, ___ on chart # ___

Toolkit Item #1: Pedigree Chart

17

www.AmericanAncestors.org

Chart # 1
1 on this chart, ___ on chart # ___

Robert J. LAWRENCE
25 Feb 1879
16 Feb 1905

Robert LAWRENCE
22 Dec 1918, Conkney, NH
19 Feb 1988, Pittsford, VT

James BROTHMAN

CAROLINE
20 Feb 1899, Collins, NH

18

Two blank American Ancestors Family Group Sheet forms are shown side-by-side. Each form is titled 'American Ancestors Family Group Sheet' and includes sections for 'Father', 'Mother', and three children, each with fields for name, birth date, birth location, and death information. A red banner at the bottom of the forms reads 'Toolkit Item #2: Family Group Sheet'.

19

Two American Ancestors Family Group Sheet forms are shown side-by-side with handwritten entries. The left form is for Robert Shook and Mary Ann Shook, with children Robert and David. The right form is for Robert and Elizabeth, with children Robert and David. Handwritten notes at the bottom of the right form include: '1. Father of Robert Leath's', '2. Name Marriage: Nancy (from Ancestors.org)', '3. Name of Robert Leath's', and '4. Name of Robert Leath's'.

20

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

21

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

22

Genealogical Recording Conventions: Places

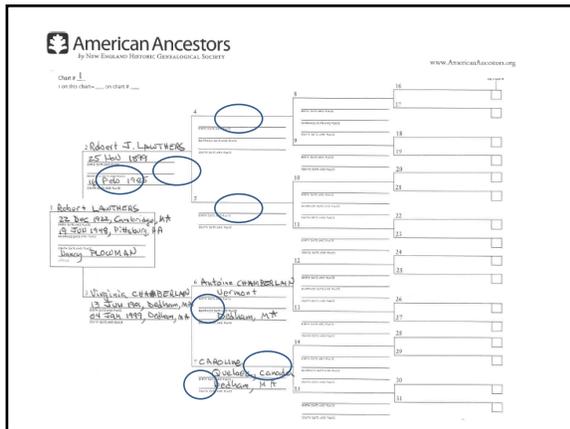
- Note smallest to largest geographic division (e.g. Orleans, Orange County, Indiana)
- For outside the U.S.:
townland/parish, county, country
- Be sure to identify counties
- Use a consistent style

23

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

24



25

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?

26

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.

27

Toolkit Item #3: Research Plan

- Research Plan: A roadmap for research
- Components:
 - A general goal
 - Specific research objectives
 - List of potential records and sources
 - List of repositories



28

Make a Plan

- What do you want to learn? (Goal)
- What do you already know?
- Do your background homework
- Create your plan
- Execute and fine tune your plan



29

Step 1: Creating Good Research Questions

- Make the question specific, answerable, realistic, timely
- Include name, place and date in the question
- Focus on genealogical questions, e.g.:
 - Identity
 - Kinship
 - Events
- Focus on a person



30

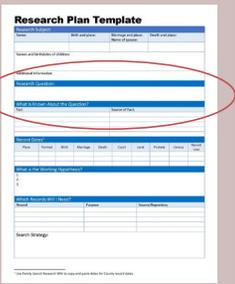
Sample Question

- Who are the parents of Elizabeth Harris who married Martin Powell in Manchester Vermont in 1778?
 - Name (s)
 - Place
 - Date

31

Research Plan Template

- Research subject
- ✓ Research question
- What is known about the question (and how it is known)
- Record dates – for reference
- Working hypotheses
- Which records will I need
- Search strategy



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Step 2: What Do You Already Know?

- About Subject
 - Identify the *Where* and the *When* for your subject
 - Helpful to list vital events – with *place*
 - Name of spouse(s)
 - Names and dob(s) for children
- About the Question
 - Not just what you know, but **HOW** you know it
 - Focus on what is relevant to the Research Question ✓

33

What is Known About Subject?

Name:	Birth and place:	Marriage and place: Name of spouse:	Death and place:
Elizabeth Harris	Ca 1738, place unknown	1 Mar 1778, Manchester, Vermont Martin Powell	Unknown

Names and birthdates of children:
 Silas b. ca 1779 – Manchester, VT
 Electa b. ca 1781 – Manchester, VT
 Sarah b. ca 1782 – Manchester, VT

Additional Information

34

What is Known About the Question?

Research Question:
 Who are the parents of Elizabeth Harris?

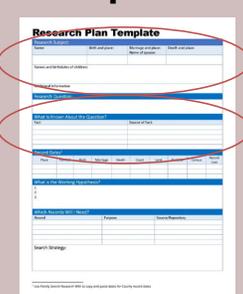
What Is Known About the Question?

Fact	Source of Fact:
Her husband, Martin Powell was born in Amenia, NY	Find a Grave
Martin's first wife was Rhoda Thompson who died in 1777 in Manchester, VT	Vermont Vital Records
Rhoda may have married Martin in Amenia, NY	Ancestry tree

35

Research Plan Template

- ✓ Research subject
- Research question
- ✓ What is known about the question (and how it is known)
- Record dates – for reference
- Working hypotheses
- Which records will I need
- Search strategy



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Step 3: Background Homework



- Learn about the place and time
- Learn about the geography (get a map)
- What do we think happened? (Hypothesis)
- Which records are most likely to have the answer?
- Where are those records? Which repositories?



37

Learning About a Place

- Date community was founded
- Dates of earliest records
- Any record loss issues

38

Bennington County, Vermont Record Dates [\[edit\]](#) [\[edit source\]](#)

Known Beginning Dates for Major County Records ^[2]						
Birth*	Marriage	Death*	Court	Land	Probate	Census
at town creation	at town creation	at town creation	1861	1782	1778	1790

*Statewide registration for births and deaths began in 1857. General compliance year is unknown.

Comments [\[hide\]](#)

- Description
- Bennington County, Vermont Record Dates
- County Courthouse
- Quick Facts
 - 4.1 Parent County
 - 4.2 Boundary Changes
 - 4.3 Record Loss

Bennington County, Vermont



Location in the state of Vermont, United States Genealogy

Facts

Founded February 11, 1779

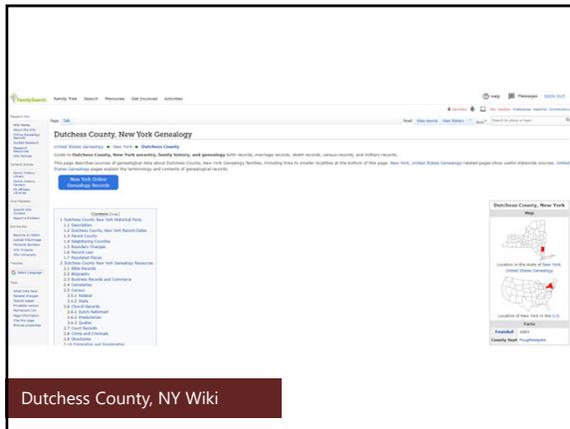
County Seat Bennington

Record Loss [\[edit\]](#) [\[edit source\]](#)

There is no known history of courthouse disasters in this county.

Bennington County, VT

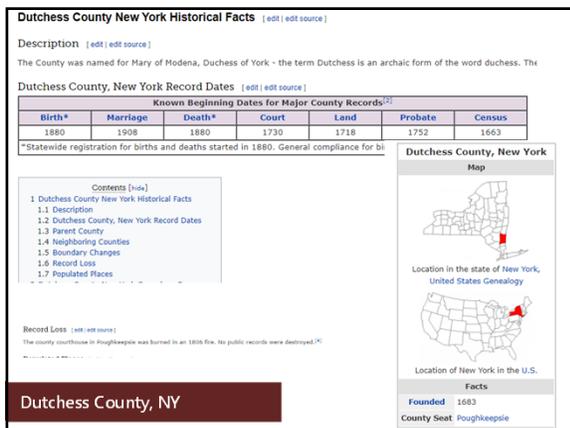
39



40



41



42

Cut and Paste Dates from Wiki to Template

Record Dates									
Place	Formed	Birth	Marriage	Death	Court	Land	Probate	Census	Record Loss
Bennington, VT	1779	at town creation	at town creation	at town creation	1861	1782	1778	1790	None
Dutchess, NY	1663	1880	1908	1880	1730	1718	1752	1663	None

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Hypothesis Example

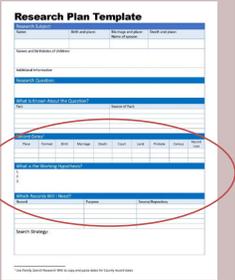
What is the Working Hypothesis?

- Elizabeth Harris was a widow in Manchester, Vermont, when she married Martin Powell in 1778
- Elizabeth Harris was a spinster when she married Martin Powell

44

Research Plan Template

- Research subject
- Research question
- What is known about the question (and how it is known)
- ✓ Record dates – for reference
- ✓ Working hypotheses
- Which records will I need
- Search strategy



45

Which Records (Basic)

Which Records Will I Need?

Record	Purpose	Source/Repository
Marriage records of Manchester Vermont	First marriage of Elizabeth Harris	FamilySearch.org, AmericanAncestors.org or Ancestry.com
Vital records of Amenia, NY	First marriage or any mention of Harris family	FamilySearch.org, AmericanAncestors.org or Ancestry.com
Town history of Manchester, VT	Any mention of the Harris family	HathiTrust.org or local historical society

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Which Records (Advanced)

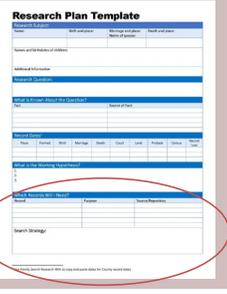
Which Records Will I Need?

Record	Purpose	Source/Repository
Card index to vital statistics in the early land and town records books, Manchester Vermont	First marriage of Elizabeth Harris	https://www.familysearch.org/search/catalog/664510?availability=Family%20History%20Library
Vital records, 1749-1786 of Amenia, NY	First marriage or any mention of Harris family	https://www.familysearch.org/search/catalog/380341?availability=Family%20History%20Library
John S. Pettibone, "Early History of Manchester," Proceedings of the Vermont Historical Society 1930 Vol 1 (4), page 158	Any mention of the Harris family	https://vermonthistory.org/journal/misc/EarlyHistoryOfManchester.pdf

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Research Plan Template

- Research subject
- Research question
- What is known about the question (and how it is known)
- Record dates – for reference
- Working hypotheses
- ✓ Which records will I need
- ✓ Search strategy



48

Put it Together

- ✓ Research subject
- ✓ Research question
- ✓ What is known about the question (and how it is known)
- ✓ Record dates – for reference
- ✓ Working hypotheses
- ✓ Which records will I need
- ✓ Search strategy

Research Plan Template

1. Research Question: _____

2. What is known about the question: _____

3. What records will I need: _____

4. Search Strategy: _____

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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 repositories and online
- 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, Cemeteries	Military Records, Taxation
Birth date and place	Vital Records	Cemeteries, Newspapers, Census
Marriage date and place	Vital Records, Census, Newspapers	Cemeteries, Military Records, Probate Records, Naturalization, Land
Death date and place	Vital Records, Cemeteries, Probate Records, Newspapers	Newspapers, Bible Records, Military Records
Parents' names	Vital Records, Census, Probate Records, Newspapers, Published Genealogies	Emigration
Maiden name	Vital Records, Newspapers	Cemeteries, Military Records, Probate Records

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More Records

Information Needed	Search These Records First	Then Search These Records
Immigration date	Census, Immigration, Naturalization	Newspapers, Biographies
Country of foreign birth	Naturalization Records, Vital Records, Census	Military Records, Vital Records, Newspapers
Foreign birth location	Vital Records, Published Genealogies, Biographies, Naturalization, Immigration, Census	Vital Records, Newspapers, History, Emigration and Immigration
Places family has lived	Census, Land, Local Histories, Directories	Military Records, Taxation, Obituaries

52

Finding Aids

- Genealogist's Handbook for New England Research
- New York Family History Research Guide and Gazetteer
- Red Book
- The Source
- American Genealogical and Biographical Index
- County and town histories

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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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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?

61

Rinse and Repeat

62

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.bgcercertification.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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Research Roadmap with GPS

Define
Research Goals
Identify the specific research question or goal.

Search
Research Plan
Develop a strategy for finding relevant sources.

Cite
Cite Each Source
Record the source information for each source.

Analyze
Evaluate & Correlate
Analyze the sources for reliability and value, and correlate the information.

Resolve
Resolve Conflicts
Identify and resolve any conflicts or discrepancies in the information.

Conclude
Conclude with Proof
Draw a conclusion based on the evidence and the GPS.

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Principles of Analysis

Source

- Original
- Derivative
- Authored

Information

- First-hand
- Second-hand
- Unknown

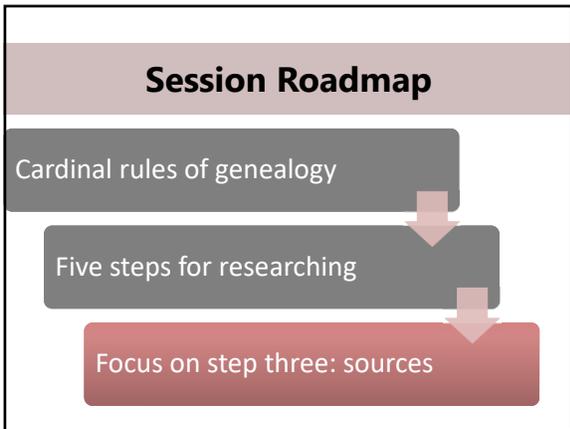
Evidence

- Direct
- Indirect
- Negative

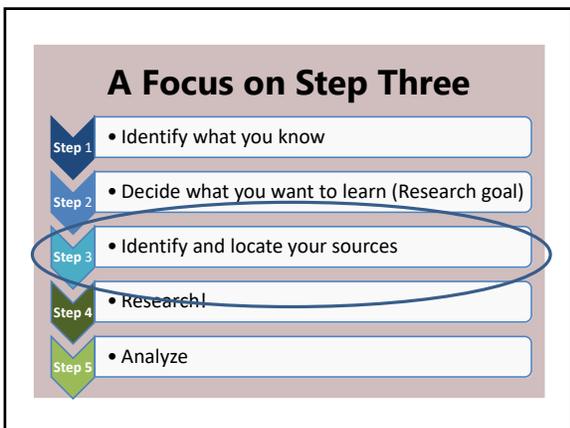
66



67



68



69

How can we
locate
missing
information?

70

Tip
Educate Yourself
About Records and
Sources

71

Analyze

- Evaluate the **Source**
 - Original: first recorded form
 - Derivative: from something already written or spoken
 - Authored: compiled
- Evaluate the **Information**
 - Primary: first-hand (participant)
 - Secondary: secondhand (non-participant)
- Evaluate the **Evidence**
 - Direct
 - Indirect
 - Negative

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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

73

Sources and Records

Source: US Federal Census.
Record ?

Source: Church Register.
Record ?

Source: Cemetery.
Record ?

Source: County Court House.
Record ?

74

Standard Records and Sources

75

Rev. Daniel of Grafton and Deborah [d. David c.R.] Hall, May 9, 1776.

GROUT, Betsy of Westborough and Jonas Gale Jr., Nov. 1, 1795. In Westborough.
Jonathan and Sarah De Wolf, Nov. 13, 1811.
Martha, resident in Shrewsbury, and Charles Roberts, Nov. 27, 1744. In Shrewsbury.*

GROVER, Almira H. [of Richmond, N.H., in int.] and Caleb Chase, Sept. 1, 1845.

GROSVENOR, Asa of Pomfret and Hannah Hall, April 24, 1766.*
Chloe of Pomfret, Ct. and Joseph Hall, int. Sept. 4, 1785.
Rev. Daniel of Grafton and Deborah [d. David c.R.] Hall, May 9, 1776.

Phebe D. and William Newton Jr. of Millbury, int. Aug. 20, 1827.

GUNN, Samuel H. of Mendon (s. Justin and Saphronia, a. 20)

79

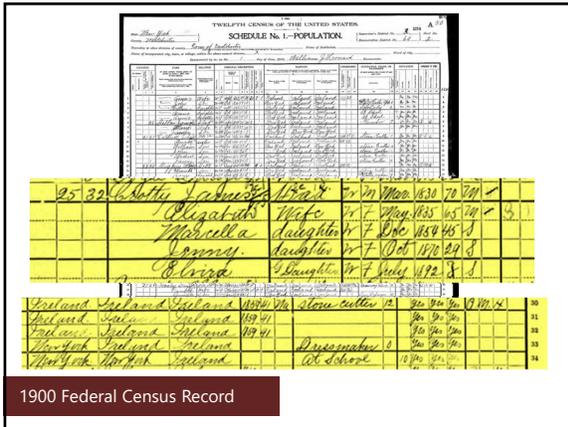
Vital Records Caveats

- 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
- Certified vs. genealogical or informational copies

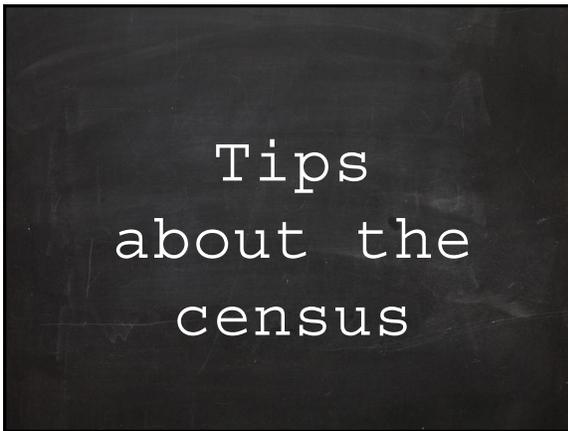
80

Tip
Use Census to Anchor
Your Ancestor to a Place
and Time

81



85



86

Census Taker

- Didn't have to talk to anyone in the house
- Could talk to a neighbor if no one home
- What we view are copies of originals
- Families were not asked to spell their name

87

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

88

Canadian Census

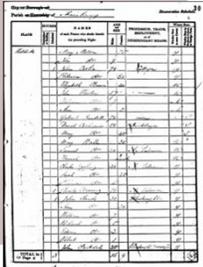
- Enumerated in 1825, 1831, 1842, 1851, 1861, 1871, 1881, 1891, 1901, 1906, 1911, 1916, and 1921
- Microfilm at NEHGS
- Online resources:
 - Ancestry.com
 - familysearch.org



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UK Census

- England/Wales- 1841, 1851, 1861, 1871, 1881, 1891, 1901, 1911
- Scotland- 1841, 1851, 1861, 1871, 1881, 1891, 1901, 1911
- Online resources:
 - Ancestry.com
 - Familysearch.org
 - Scotlandspeople.gov.uk



90

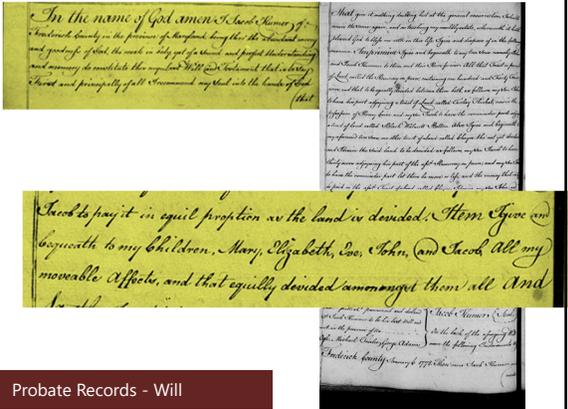
Ireland Census

- Survived and available for 1901 and 1911
- A small number survive for 1821, 1831, 1841, and 1851



<http://www.census.nationalarchives.ie/>

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Probate Records - Will

92

Probate Boilerplate

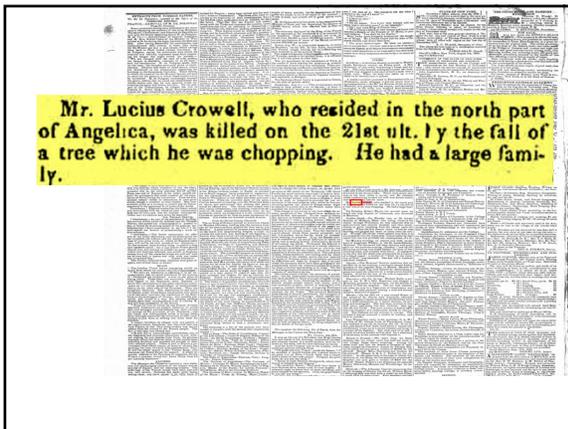
- “In the name of God, Amen I [name] of [County] in [State/Province] being thro’ the abundant mercy and goodness of God, tho weak in body, yet of a sound and perfect understanding and memory do constitute this my Last Will and Testament...”
- “Then came [name 1] and [name 2] the subscribing witnesses 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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Other Sources of Information

- Newspapers
 - Birth and marriage notices, obituaries, and feature articles
- Published genealogies
- Town and county histories
- Cemetery and burial records
- Tax records
- City directories
- Town records,
- And more!

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101

THE WILLIAM WARD GENEALOGY

THE HISTORY OF THE DESCENDANTS OF WILLIAM WARD OF FRODOBY, MASS., 1728-1911

BY CHARLES MARTYN

NEW YORK: PUBLISHED BY THE GENEALOGICAL SOCIETY OF NEW YORK, 1911

THE THIRD GENERATION

238. **THOMAS**, born September 7, 1708, married March 29, 1727, **ANNA WIGGINS** 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.

239. **CHARLES**, born August 8, 1702, married _____, They lived first in Marlborough, later in Shrewsbury, Mass. **ABRAHAM** _____.

240. **PERCIVAL**, born September 18, 1704, married June 10, 1729, in Westborough, Mass. **ELIZABETH** _____, daughter of Grafton, Mass.

241. **ANSON**, born March 21, 1708, died July 30, 1720, in Westborough, Mass. He married March 29, 1721, in Westborough, **VANESSA** _____.

242. **PERCIVAL**, born April 19, 1712, died October 30, 1746, in Westborough, Mass. She married December 25, 1731, in Westborough, **ELIZABETH** _____.

243. **DAVID**, born September 20, 1714.

244. **OLIVER WARD**, born 1686 in Marlborough, Mass., married February 2, 1709, in Shelburne, Mass., **ELIZABETH** _____, born March 27, 1683, in Marlborough, daughter of John and Sarah Brigham. They lived for some years in what is now the southerly part of Northborough, Mass., near the head of "Cold Harbor" meadow, on the place afterwards occupied by Joshua Berdick. 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 noted also under Increase Ward (76). In 1728 he was a selectman in Grafton, Mass.

Children, born in Marlborough:

244. **DORIAN**, born December 20, 1709.

245. **ELIZABETH**, born September 26, 1711, married April 26, 1733, in Westborough, Mass., **Jesse** _____ of Lexington, Mass., born April 1, 1711, son of John and Mary Smith.

246. **THOMAS**, born May 9, 1713, married January 18, 1738, **Esther** _____.

247. **DEBORAH** _____.

248. **REBECCA** _____.

249. **SARAH** _____.

250. **WILLIAM WARD**, born May 27, 1680, in Marlborough, Mass., died January 9, 1767, in Southborough, Mass. He married (1) **JANE** _____, daughter of Samuel and Jane (Keyes) Cleveland, and granddaughter of Moses Cleveland, from England about 1535. He married (2) October 18, 1758, in Westborough, Mass., **Mrs. SARAH** _____.

He was a noted surveyor and was often employed by the proprietors of new townships to lay out their house-lots 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

85

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