# Family History Sprint

January 2014 – Complete 4 Generations on FamilySearch.org and document each person

Summary:
Complete your 4 generations on FamilySearch.org and attach at least one source documentation for each of your deceased relatives. This could include any of the items listed in #7 below.

• Steps to follow on your PC :

1- Log in to Family Tree (**familysearch.org/tree**)
2- Update any missing persons in your first 4 generations.
3- Check all persons to find those who have no sources documenting their data.
4- Select a person without any records or documentation to add a source.
5- Click on the name.
6- Click on "**Search Records**".
7- Review all possible sources that come up.
  - Possible sources include birth certificates, death certificates, marriage certificates, censuses,
   pictures of headstones, passports, adoption papers, obituaries, etc.
8- Select one that appears to fit the person.
9- Click the name (colored blue) in the selected document.
10- To view the actual document click "View document" and follow the directions.
11- When the document appears, you can zoom in & out, rotate, lighten/darken, print or save.
12- Click on the back arrow in upper left corner to return.
13- To accept the document click on "**Attach to Family Tree**".
14- From now on the documentation will be available to see when the person is reviewed.
15- Repeat steps 4 thru 15 for all others in your 4 generations who are without documentation.
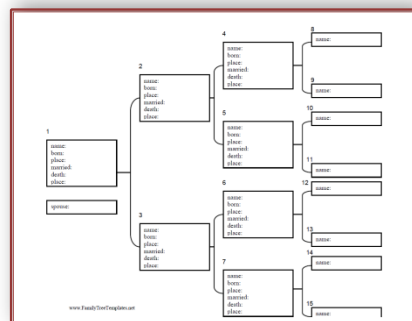
• Further help is available on the FamilyTree site.

1- After logging in to FamilyTree, click on '**Get Help**' in upper right of screen.
2- You can call in and talk with an assistant; or
3- You can select other options on the screen, such as '**Product Support**' or '**Learning Center**'.
4- There are help screens, videos, phone assistants, languages helps, help for specific world-wide locations, partnering with other genealogy sites, etc.