

GENEALOGY - Computer Workshop
PAF Examples
Part III - V

1 of 2

(Refer to handout with copy of POWER POINT slides for Part I & II, class exercise)

Part III: Create Records for Samuel's Wife & Children

- Examples use the procedures shown in Part II

Part IV: Other Features

- e) To rearrange listing of children
- In Family View showing Children
 - Drop Down "Edit" & Click "Order Children"
 - Highlight the out-of-sequence child & change "Order" number
- f) To Remove an Individual
- In Family View showing that individual
 - Drop Down "Edit" & Click "Delete Individual" to Completely Remove
 - Drop Down "Edit" & Click "Unlink Individual" from Family, Keep Record
- g) To Change Individual Record
- Highlight Individual with Record
 - Drop Down "Edit" & Click "Individual"
 - After making revisions, Click "Save"
- h) To Navigate between Generations in Family View
- Click on Arrow next to Grandparent to change Grandparent to Parent
 - Click on Arrow next to Child to change Child to Parent

Part V: Reports & Charts

- i) Highlight Individual desired (Henry S.) in Family View
- Click "Print Reports" icon
 - Note there are 10 Selections
Each Selection has Custom Features
- j) Try "Individual Summary" for Henry S. & Samuel
- Click "Preview" & "Zoom In"
 - Click "Close" to exit
- k) Try "Family Group"

l) Try “Descendants” Chart

m) Try “Books” Narrative Report

- If the text is displayed in Ahnentafel format:

Click on “Print Reports” icon. Select the “Books” template

Then look under “Type of Book” caption

Then check box for “Modified register (Descendancy)”

Then click “Preview”

Summary

- “Close” PAF at the end of class
- Change the File Name to your own family, and try YOUR family data
- Delete “Snodgrass” example
- Please note that the above style setting for data entry and displays are suggestions.

By modifying the suggested settings for PAF, you can easily select other styles or experiment with the options provided by PAF to produce data displays and reports that better suit your own preferences.

- Download the PAF Companion software from {www.familysearch.org} for additional charting capabilities - it is Free.

- Download the User’s Guide from “Help” icon as a reference document, especially for explanation of special features of the PAF software.

Example: Birth Record

DOVER, KENT COUNTY, DELAWARE
OFFICE OF THE CITY CLERK
Register Of Births - 1892

Register No. 1234 Born in Dover on: August 24th

Name: Samuel Sex: Male

Father: Henry S. Snodgrass Age: 25 Born: Delaware

Mother: Elizabeth Age: 23 Born: New York