

## Things you may encounter

- A variation in the spelling of a last name.

This tends to happen with the more Slavic, Hispanic, etc. names compared to English names.

Requires you to verify the record via other information provided.

- Keep an open mind!

You may find illegitimate children.

Remember these records reflect people and their behaviors, not nostalgic memoirs or who you are as a person.

- Missing files

Sometimes people do certain things (death, marriages, births) in other states, which may cause a gap

Files may also be missing due to misinterpreted, misspelled names, or skipped individual/families

- Someone else's family

There may be times where you find a record of someone which fits your family member perfectly, with the exception of one or two facts.

Either you are missing information, or this is a coincidence and it is not your record.

### Library Hours:

Monday—Friday: 9 – 9

Saturday: 9—5

Sunday: 1— 5 (September—May)

### Holiday Closures:

New Years Eve

New Years Day

Easter Sunday

Memorial Day

4th of July

Thanksgiving Eve (close at 5)

Thanksgiving Day

Christmas Eve

Christmas Day



**Fox Lake**  
District Library

**DIRECTOR  
MELISSA  
VILLARREAL  
255 E. GRAND AVE.  
FOX LAKE, IL 60020  
(847) 587 – 0198  
WWW.FLLIB.ORG**

## DATABASE KNOW HOW

### Basic Introduction

## Ancestry.com

### my family tree



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# DATABASE CONTENT

## SEARCH CATEGORIES

- There are various ways to search. One is using the tab near the top.
- On the homepage you will find quick links; scroll down for even more.
- All categories
- Census and voters list
- Birth, marriage, and death
- Military
- Immigration and travel
- Browse card catalog
- By using all categories you are able to search by location, name, and /or document type
- When doing a search by name you can also select "Show More Options" to limit the results further.
- FYI: You do need to know the general spelling of the name and birth year.



## MESSAGE BOARDS

- The message boards are an area where you are able to try and find more information or tips, and post your own findings/questions.
- It is important to remember that what you find here is posted by other users, not those who handle records or maintain the site.
- The first search box allows you to see what people have posted about something/someone.
- The second search box allows you to search a surname (last name).
- Localities and topics are two more ways to navigate the message board content.
- Localities allows you to look for posts related to a specific area. (Localities topics and localities boards)
- Topics allows you to look for posts related to a certain keyword or subject. (Topics categories and topics boards)

## LEARNING CENTER

- The learning center is an area run by Ancestry.com, which aids you in your search.
- What's New (most recent changes found here)
- First Steps (pertains to foundational documents)
- Our Social Network (videos, beyond the documents, and social media)

## CHARTS AND FORMS

- Charts and forms is the area where you may print out template documents to be filled in.
- FYI: Printing and copying cost at the library are:
  - .10c per sheet B&W
  - .50c per sheet COLOR
- Charts and Forms Available:
  - Ancestral chart
  - Research extract
  - Family group sheet
  - Research calendar
  - Correspondence record
  - Source summary
- Census Forms Available:
  - US, UK, and Canadian Census forms (years vary by country)
  - Veteran (1890) and Slave Schedule (1850-60)

## NEW COLLECTIONS

- New collections provide you with the areas which have been either newly added or updated.
- The results in the card catalog may be filtered by title of the document, keyword, collection, location, year, and/or language.