

GENEALOGY FOR BEGINNERS



**Greenup County Public Library
Genealogy & Family History Room
Attn: Vicki Evans
508 Main Street
Greenup, KY 41144
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GREENUP COUNTY PUBLIC LIBRARY

Genealogy & Local History Room

Tips On Tracing Your Family Tree

- 1) Start with what you know. Use the Pedigree Chart and fill in as much as you know. Start with yourself and continue on to your parents, grandparents, etc. Your chart will be #1. You are going to be working backwards. For a genealogist each new generation back is the prize.
- 2) Fill out Family Group Sheet. This helps keep your families together in groups and makes them easier to sort out.
- 3) TALK TO YOUR FAMILY! I cannot express the importance of this step. If at all possible do this in a group setting. Asking your grandfather what his grandmothers maiden name was may get a response of "I don't think I ever remember hearing it" but if you are talking to a group of siblings or cousins, one may say "I think I recall Mother telling me her mother was an Gayhart" then you may hear your grandfather say "I believe you are right, Mother had an Uncle Lee Gayhart". This gives you two clues. Your grandfather's grandmother (your great grant grandmother) was a Gayhart and she had a brother named Lee. Take notes! Jot down, names, dates, marriages, where they lived at the time, occupations, anything that may help you on your trek. But also, try to take an oral or video recording. You take notes because something may happen to your electronics and besides that, when your relatives are no longer around, it sure is good to see or hear them again. Go through your notes as soon as possible and get them into some type of working order.
- 4) Check family resources. Bibles, the stack of letter's tied with a ribbon, your grandmothers scrap book, that envelope of obituaries that someone saved, the box of photos in the attic (don't forget to look on the backs!), etc. Chests and trunks are wonderful places to find these things. If they do not belong to you, always ask for permission first.
- 5) Check out the family plots in the cemeteries. If you mother, father or grandparents visited a grave then that person meant something to them, chances are, that they were a relative. Take down the name of the cemetery, the location of the cemetery, the location of the grave and the names and dates of the persons on the tombstone. Take a photo of the tombstone.
- 6) Gather official documents. Birth certificates, marriage certificates, social security card applications, death certificates, baptismal records, wills, deeds, estate records, etc. You have to pay close attention to who provides the information for death records. The informant on the death certificate is not always a close family member or someone "in the know". A death certificate is only as accurate as the informant. The same holds true with marriage records. I know that my mother's age is wrong on her marriage license. She was fifteen and eloping and told the clerk that she was 21.
- 7) United States Census records are wonderful sources of information. Check with your local library or genealogy societies, most will have subscriptions to Ancestry.com where you can access these records for free.
- 8) Visit your local library or genealogical society. Someone there will be willing to help you.



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PEDIGREE CHART

Great Grandparents

Chart No. ____

No. ____ on this chart is the same as
 No. ____ on pedigree Chart No. ____

Grandparents

Father

2

b.
w.
m.
d.
w.
br.

4

b.
w.
m.
d.
w.
br.

8

b.
w.
m.
d.
w.
br.

Cont. on Chart # __

9

b.
w.
d.
w.
br.

Cont. on Chart # __

10

b.
w.
m.
d.
w.
br.

Cont. on Chart # __

11

b.
w.
d.
w.
br.

Cont. on Chart # __

12

b.
w.
m.
d.
w.
br.

Cont. on Chart # __

13

b.
w.
d.
w.
br.

Cont. on Chart # __

14

b.
w.
m.
d.
w.
br.

Cont. on Chart # __

15

b.
w.
d.
w.
br.

Cont. on Chart # __

5

b.
w.
d.
w.
br.

6

b.
w.
m.
d.
w.
br.

7

b.
w.
d.
w.
br.

Mother

2

b.
w.
d.
w.
br.

1

b.
w.
m.
d.
w.
br.

Spouse

KEY

- b. - born
- w. - where
- m. - married
- d. - died
- br. - buried

FAMILY GROUP SHEET

FATHER:	MOTHER (Maiden Name):
RESIDENT:	RESIDENCE:
BIRTHDATE:	BIRTHDATE:
BIRTHPLACE:	BIRTHPLACE:
MARRIED:	PLACE MARRIED:
OCCUPATION:	OCCUPATION:
MILITARY RECORD:	MILITARY RECORD:
DATE OF DEATH:	DATE OF DEATH:
PLACE OF DEATH:	PLACE OF DEATH:
CAUSE OF DEATH:	CAUSE OF DEATH:
CEMETERY:	CEMETERY:
FATHERS NAME:	FATHERS NAME:
MOTHERS MAIDEN NAME:	MOTHERS MAIDEN NAME:
OTHER SPOUSES:	OTHER SPOUSES:

CHILDREN

Order	FIRST & MIDDLE NAME	BIRTH DATE	NAME OF SPOUSE	MARRIAGE DATE	DEATH DATE	CEMETERY LOCATION
		PLACE		PLACE	PLACE	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						



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FAMILY GROUP SHEET - PAGE 2

FATHER:	MOTHER (Maiden Name):
RESIDENT:	RESIDENCE:
BIRTHDATE:	BIRTHDATE:
BIRTHPLACE:	BIRTHPLACE:
MARRIED:	PLACE MARRIED:
OCCUPATION:	OCCUPATION:
MILITARY RECORD:	MILITARY RECORD:
DATE OF DEATH:	DATE OF DEATH:
PLACE OF DEATH:	PLACE OF DEATH:
CAUSE OF DEATH:	CAUSE OF DEATH:
CEMETERY:	CEMETERY:
FATHERS NAME:	FATHERS NAME:
MOTHERS MAIDEN NAME:	MOTHERS MAIDEN NAME:
OTHER SPOUSES:	OTHER SPOUSES:

CHILDREN

Order	FIRST & MIDDLE NAME	BIRTH DATE	NAME OF SPOUSE	MARRIAGE DATE	DEATH DATE	CEMETERY LOCATION
		PLACE		PLACE	PLACE	
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						



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FREE Genealogy Websites

US Gen Web

Launching Point for State & County Sites
<http://www.usgenweb.org>

Boyd County Kentucky US Gen Web

<http://kykinfolk.com/kyboyd>

Carter County Kentucky US Gen Web

<http://www.rootsweb.ancestry.com/~kycarter>

Greenup County Kentucky US Gen Web

<http://www.rootsweb.ancestry.com/~kygreen2>

Lewis County Kentucky US Gen Web

<http://hollyhockfarms.com/ky-lewis/>

Mason County Kentucky US Gen Web

<http://kykinfolk.com/mason/>

Lawrence County Ohio US Gen Web

<http://theusgenweb.org/oh/lawrence/>

Scioto County Ohio US Gen Web

<http://theusgenweb.org/oh/scioto/>

Kentucky Department of Libraries & Archives

<http://kdla.ky.gov/records/e-archives/pages/default.aspx>

Kentucky Land Office Database

<http://sos.ky.gov/admin/land/Pages/default.aspx>

West Virginia Vital Records

http://www.wvculture.org/vrr/va_select.aspx

Family Search (Latter Day Saints Website)

<https://familysearch.org/>

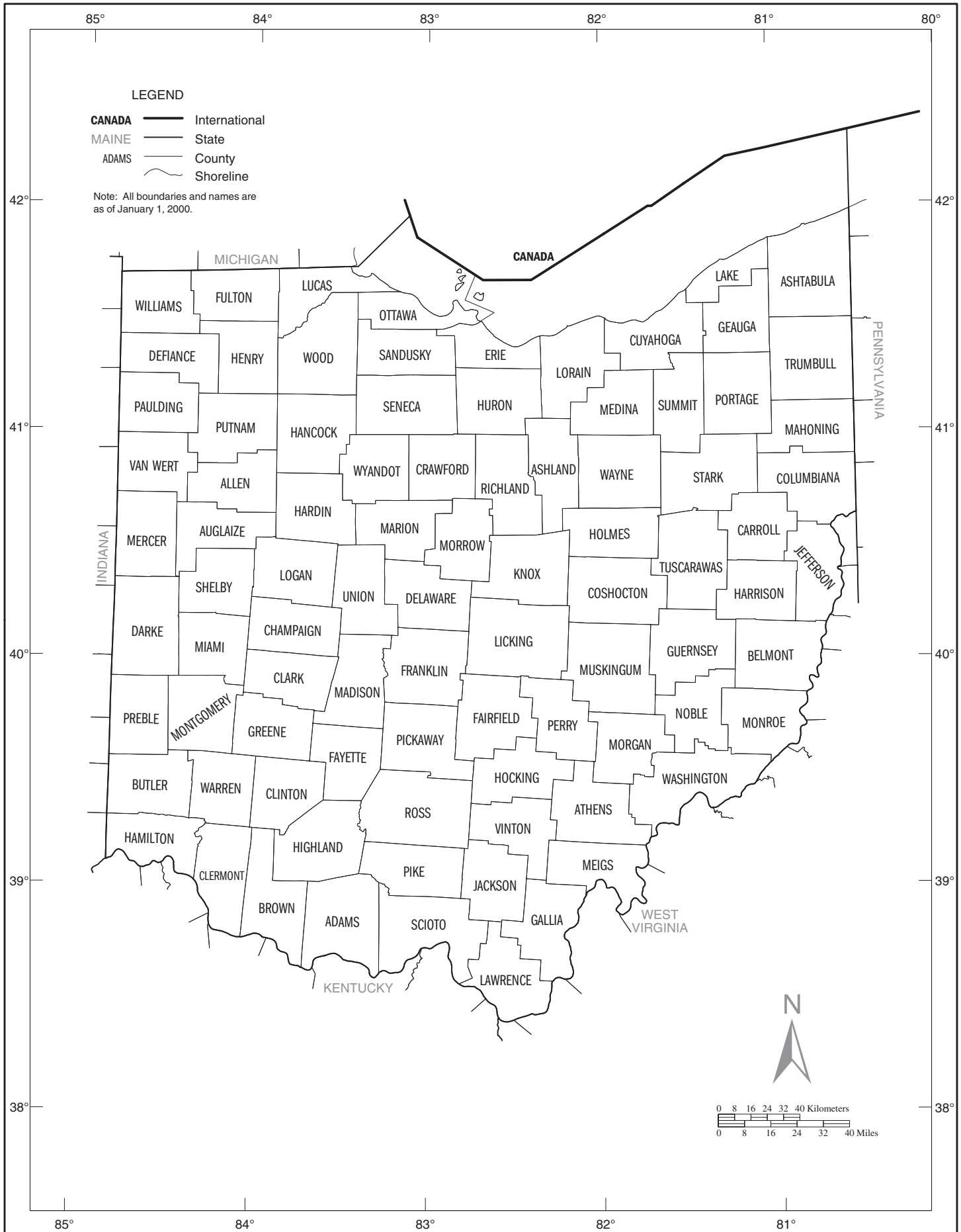
GENEALOGY RELATIONSHIP CHART

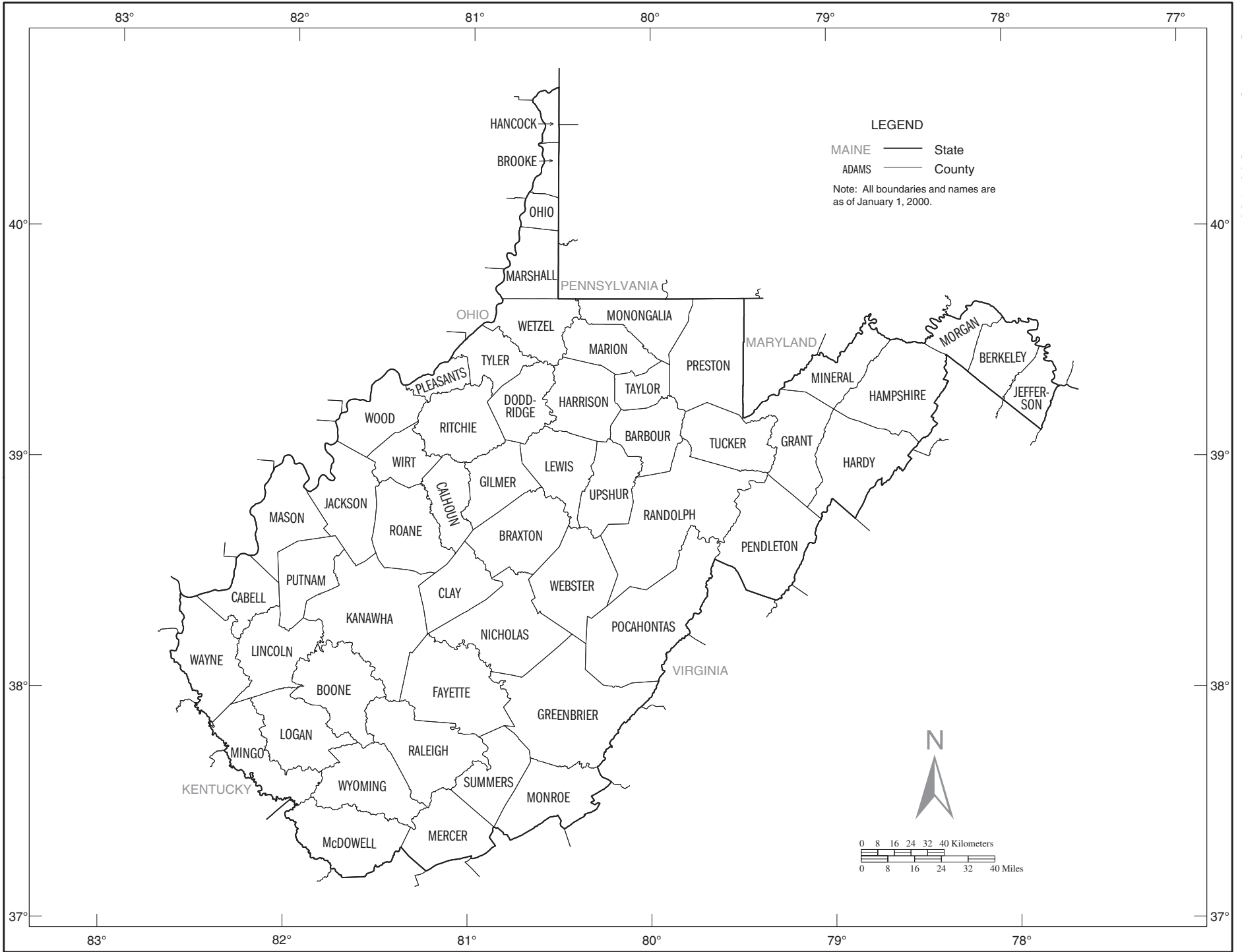
	1	2	3	4	5	6	7	8	9	10
1	Common Ancestor									
2		Brother or Sister	Niece or Nephew	Grand Niece or Nephew	Great Grand Niece or Nephew	2 nd Great Grand Niece Or Nephew	3 rd Great Grand Niece Or Nephew	4 th Great Grand Niece or Nephew	5 th Great Grand Niece or Nephew	6 th Great Grand Niece or Nephew
3		Niece or Nephew	First Cousin	First Cousin Once Removed	First Cousin Twice Removed	First Cousin 3 Times Removed	First Cousin 4 Times Removed	First Cousin 5 Times Removed	First Cousin 6 Times Removed	First Cousin 7 Times Removed
4		Grand Niece or Nephew	First Cousin Once Removed	Second Cousin	Second Cousin Once Removed	Second Cousin Twice Removed	Second Cousin 3 Times Removed	Second Cousin 4 Times Removed	Second Cousin 5 Times Removed	Second Cousin 6 Times Removed
5		Great Grand Niece or Nephew	First Cousin Twice Removed	Second Cousin Once Removed	Third Cousin	Third Cousin Once Removed	Third Cousin Twice Removed	Third Cousin 3 Times Removed	Third Cousin 4 Times Removed	Third Cousin 5 Times Removed
6		2 nd Great Grand Niece Or Nephew	First Cousin 3 Times Removed	Second Cousin Twice Removed	Third Cousin Once Removed	Fourth Cousin	Fourth Cousin Once Removed	Fourth Cousin Twice Removed	Fourth Cousin 3 Times Removed	Fourth Cousin 4 Times Removed
7		3 rd Great Grand Niece Or Nephew	First Cousin 4 Times Removed	Second Cousin 3 Times Removed	Third Cousin Twice Removed	Fourth Cousin Once Removed	Fifth Cousin	Fifth Cousin Once Removed	Fifth Cousin Twice Removed	Fifth Cousin 3 Times Removed
8		4 th Great Grand Niece or Nephew	First Cousin 5 Times Removed	Second Cousin 4 Times Removed	Third Cousin 3 Times Removed	Fourth Cousin Twice Removed	Fifth Cousin Once Removed	Sixth Cousin	Sixth Cousin Once Removed	Sixth Cousin Twice Removed
9		5 th Great Grand Niece or Nephew	First Cousin 6 Times Removed	Second Cousin 5 Times Removed	Third Cousin 4 Times Removed	Fourth Cousin 3 Times Removed	Fifth Cousin Twice Removed	Sixth Cousin Once Removed	Seventh Cousin	Seventh Cousin Once Removed
10		6 th Great Grand Niece or Nephew	First Cousin 7 Times Removed	Second Cousin 6 Times Removed	Third Cousin 5 Times Removed	Fourth Cousin 4 Times Removed	Fifth Cousin 3 Times Removed	Sixth Cousin Twice Removed	Seventh Cousin Once Removed	Eighth Cousin

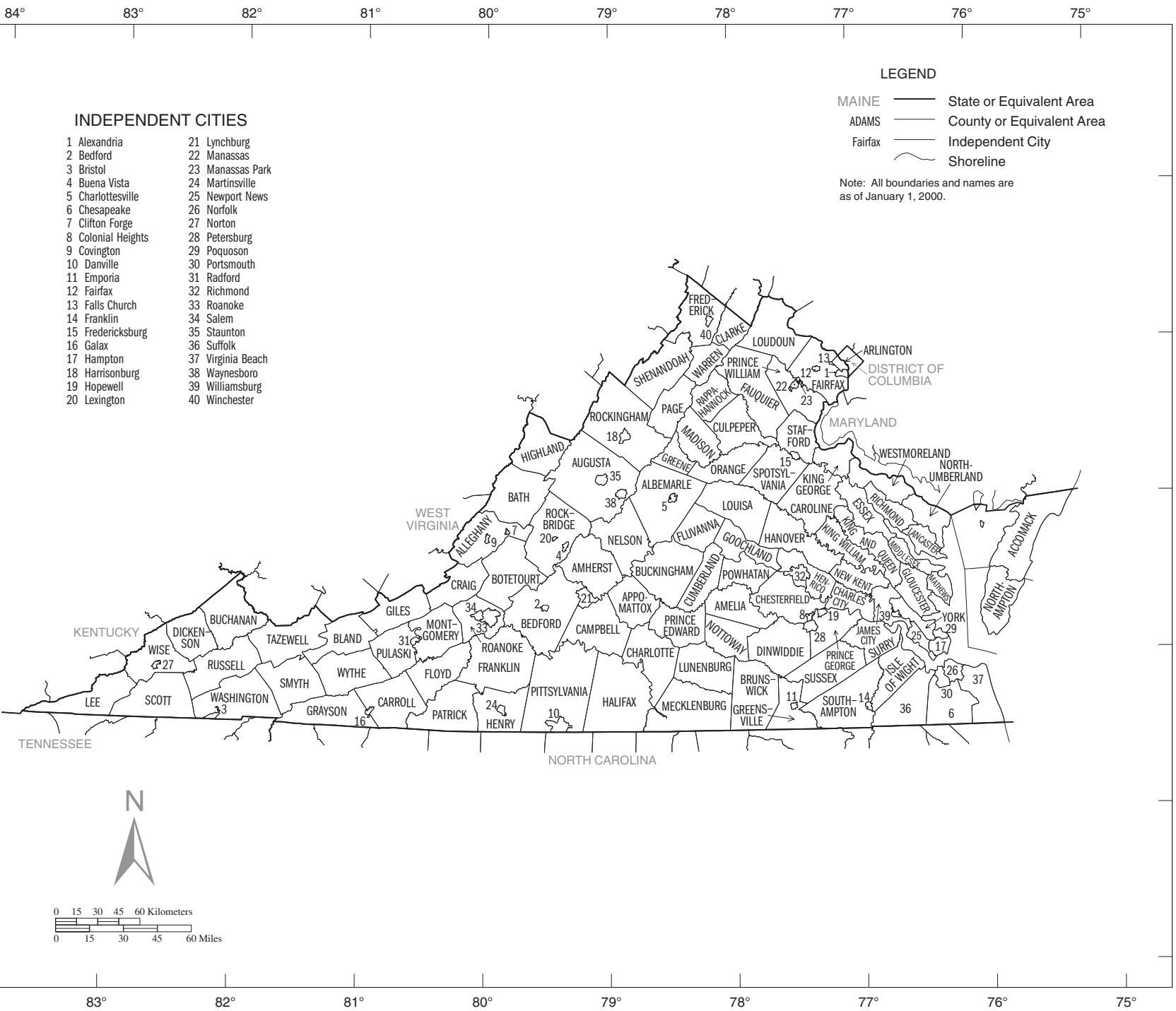


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OHIO - Counties







INDEPENDENT CITIES

- | | |
|--------------------|-------------------|
| 1 Alexandria | 21 Lynchburg |
| 2 Bedford | 22 Manassas |
| 3 Bristol | 23 Manassas Park |
| 4 Buena Vista | 24 Martinsville |
| 5 Charlottesville | 25 Newport News |
| 6 Chesapeake | 26 Norfolk |
| 7 Clifton Forge | 27 Norton |
| 8 Colonial Heights | 28 Petersburg |
| 9 Covington | 29 Poquoson |
| 10 Danville | 30 Portsmouth |
| 11 Emporia | 31 Radford |
| 12 Fairfax | 32 Richmond |
| 13 Falls Church | 33 Roanoke |
| 14 Franklin | 34 Salem |
| 15 Fredericksburg | 35 Staunton |
| 16 Galax | 36 Suffolk |
| 17 Hampton | 37 Virginia Beach |
| 18 Harrisonburg | 38 Waynesboro |
| 19 Hopewell | 39 Williamsburg |
| 20 Lexington | 40 Winchester |

LEGEND

- MAINE — State or Equivalent Area
- ADAMS — County or Equivalent Area
- Fairfax — Independent City
- Shoreline

Note: All boundaries and names are as of January 1, 2000.