

# Ancestry

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**Ancestry is an excellent family history research tool, full of useful records such as births, deaths and marriages and census records. It works well with our other online resource British Newspaper Archive.**

**Customers can only use Ancestry in the library and they need to set up an account using their email address and a password.**

## Ancestry includes:

- Census Records 1841 - 1911 for England & Wales
- Scottish Census Records 1841 - 1911
- Birth, Marriages & Death Index from 1837 to 2005
- UK Parish Baptism, Marriage and Burial Records (does not include Northumberland)
- British Phonebooks 1880 - 1984
- Extensive records from other countries
- British Army WWI Medal Rolls Index Cards, 1914-1920
- British Army WWI Pension Records 1914-1920
- British Army WWI Service Records, 1914-1920
- Immigration & Travel Records

In addition to records from USA, Canada, Australia and Europe.

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### Basic Search

1. Access Ancestry Library Edition through the Online Resources page at [www.mylibrary.co.uk](http://www.mylibrary.co.uk). You should be signed in automatically.
2. Locate the basic search box entitled **Search**.
3. Enter the first name and last name of the ancestor you would like to research.
4. If you would like, you can also enter a place that your ancestor might have lived.
5. Click on the **Search** button.

### Advanced Search

1. Select the **Show Advanced** button to the right of the orange Search button
2. The Advanced Search window will now display.
3. Enter the information that you would like to include in your search.
4. Click on the **Search** button.

### Hints and Tips for Using Ancestry

- Before you start researching your family history try to gather as much information as possible about your ancestors' names, birth-dates, birth-places etc. One of the best ways to do this is to ask family members.
- A key event when researching your family history is the 1911 census as it contains a wealth of information. Try to find out about an ancestor who was alive during this time as a starting point.
- From 1851 the census records started to include exact birth place, so look at census records after this time for a location.
- Names are often abbreviated or incorrectly transcribed in the census, e.g. Smyth instead of Smith, Geo for George etc.
- Remember to search for maiden names where applicable.
- The library has books on researching your family history that can be requested and borrowed for free. To find and reserve a book go to [www.mylibrary.co.uk](http://www.mylibrary.co.uk).
- Our online resource British Newspaper Archive contains local newspapers which may be able to give you more information about local events. For more information visit [www.mylibrary.co.uk](http://www.mylibrary.co.uk) or ask a member of staff.

## Searching Tips

- **Spelling**—When searching using exact matches only, use a "wildcard" if not sure of spelling - inserting an asterisk at the end of word will replace one or more characters e.g. Jon\* finds Jones, Jonston, Jonson. Inserting a question mark will replace a single character e.g. Johnst?n finds Johnston or Jonsten
- **Years**—When searching births, deaths or marriages each year is divided into 4 quarters, remember someone born at the end of a quarter e.g. March, June, Sep or Dec could appear in the following quarter depending on how quickly the event was registered.
- **Accuracy**—Treat dates with healthy respect - they can be wrong.
- **Registration**—Not everyone was registered, especially in the early years. There was a time limit people had to register a birth for example and if they did not do this in the time given they could be fined - not everyone registered the birth of a new baby – another alternative was to lie about the age of the baby.
- **Errors**—Treat names from the census with healthy respect - remember they were recorded by someone who knocked on the door and wrote what he heard not necessarily the right spelling - sometimes there were mistakes.

## Printing

Click the print icon just above and to the right of the image - this opens a page of instructions from which you:

1. Select Page Setup from the File menu on your browser
2. Change print orientation to Landscape
3. Change all margins to .5
4. Print page by selecting print from the file menu

Occasionally only 80% of image will print - if you get this problem and you want to print all it needs to be a smaller image at 50% which is difficult to read. In this case the easiest option is to print from the transcribed version.

## Saving a Copy

1. Right click on image.
2. Select Save picture as
3. Select name and location for the image – it's best to save onto memory stick
4. Click Save

## Where does the information I find lead?

### **Census**

Gives profession which might lead to trade directories, birthplace from which you can follow the paper trail, other people who were in house on census night, age from which you can calculate year of birth and lead on to births deaths and marriage records, relationship in household.

### **Births**

Ancestry shows the indexes for births, marriages and deaths. You can get a certificate from the register offices for a fee. A birth certificate will show the names of the mother and father, mother's name and maiden name, father's occupation, where born and name of baby. Sometimes there is a time this indicates a multiple birth.

From the birth of the child when you know the area, this can lead you to school records for example held in record offices.

### **Marriages**

When you apply for the certificate you can see, name of bride and groom, age at date of marriage - not necessarily the truth, older brides sometimes lost a few years, up to 1926 it was legal for a girl at 12 and a boy at 14 with parental consent to marry.

After 1926 it was changed to 16 with consent needed until the age of 21, now it is 16 with consent to age of 18.

Marital status at time of marriage is shown, occupation, address, name and occupation of father of the bride/ groom.

### **Deaths**

Date and place of death, sex, age, occupation, cause of death, informant's details - the person who registered the death, date of registration.

May lead to local newspaper obituaries or coroners/inquest reports. Often newspaper obituaries can be accessed through our online resource British Newspaper Archive – visit [www.mylibrary.co.uk](http://www.mylibrary.co.uk) or ask a member of staff for more information.

### Getting certificates

Certificates issued in Northumberland after 1837 can be ordered through Northumberland register offices by telephone or online – visit [www.northumberland.gov.uk](http://www.northumberland.gov.uk) for more information, contact your local register office or call 0345 600 6400.

For certificates issued outside Northumberland, contact the General Register Office [www.gro.gov.uk](http://www.gro.gov.uk).