

BUILDING YOUR FAMILY TREE





Building your family tree

Whether you are just beginning to explore your family history, or can't quite solve a family mystery, the Local History and Genealogy Department is here to help with your family tree.

Visit us anytime during open Main Library hours, or call 419.259.5233 to schedule a dedicated one-to-one research assistance session. To make the most of your visit, please bring any documents you might have as outlined in *Step 3 - Documentation*.

The steps below will guide you in your journey to more fully understand your family history and genealogy.

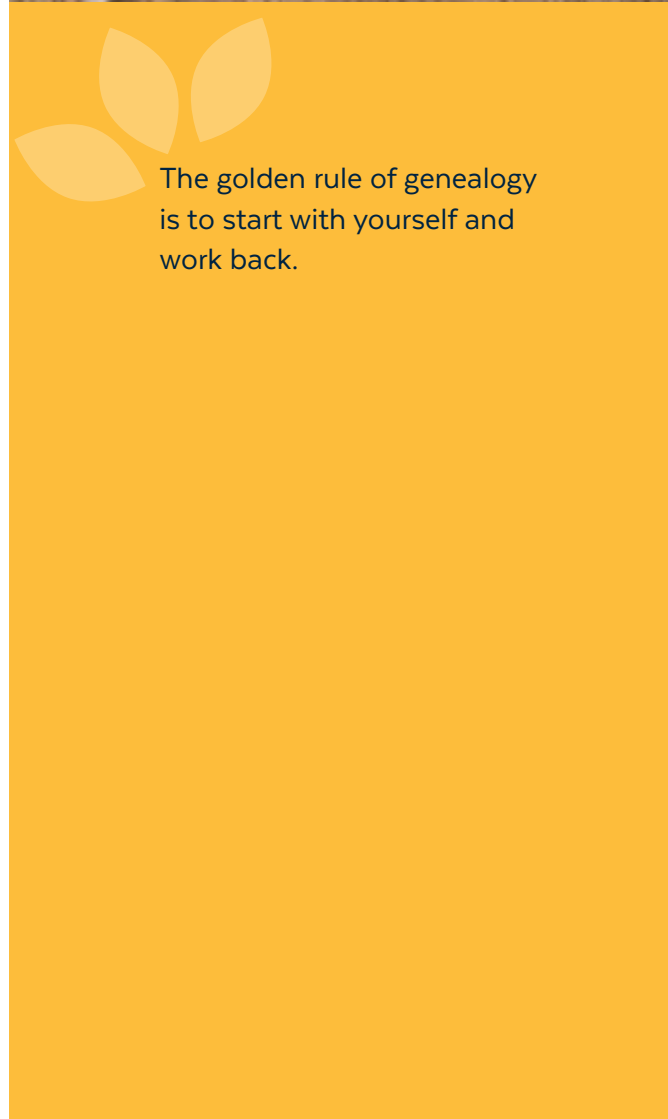
STEP 1 - INTERVIEWS

STEP 2 - PEDIGREE CHART

STEP 3 - DOCUMENTATION

STEP 4 - DEEP DIVE

STEP 5 - GET SUPPORT



The golden rule of genealogy is to start with yourself and work back.

STEP 1 - INTERVIEWS

Talk to your parents, grandparents, great-grandparents, aunts and uncles, and anyone in your family older than you. Use the questions below to guide your conversation and record the answers as you go.

What is your full name?

When and where were you born?

Where did you grow up?

When and where were you married?

Whom did you marry? What is (his/her) full name?

When and where was (he/she) born?

How many children did you have?

What are their names?

What were your parents' full names?

When and where were they born?

Where did they grow up?

When and where were they married?

What do you know about your grandparents?

Do you have any family Bibles, papers or family photographs?

If so, what are their locations?

Do you have dates for any deaths of people listed above?



In addition to writing the answers, we suggest recording the conversation and keeping the recording. Always ask permission first to record the conversation.

STEP 2 - PEDIGREE CHART



Begin filling out this Pedigree Chart with the information you collected. Be sure to fill in as many dates for births, marriages and deaths as you can. If you do not have exact dates, pencil in the approximate dates (ex., died 1870-1880, or born about 1908.)

Chart 1

| | | | | | | |
|----------------------------|--|-------------------|--|------------------------|--|--|
| YOU | NAME: BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ | FATHER | NAME: BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | GRANDFATHER | NAME: BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | CONTINUE ON CHART # _____ CONTINUE ON CHART # _____ |
| NAME OF SPOUSE: | BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | MOTHER | NAME: BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | GRANDFATHER | NAME: BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | CONTINUE ON CHART # _____ CONTINUE ON CHART # _____ |
| | | | | GRANDMOTHER | NAME: BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable) | CONTINUE ON CHART # _____ CONTINUE ON CHART # _____ |



Extra pedigree charts are included in this folder. Be sure to number the charts as you go.

STEP 3 - DOCUMENTATION

Begin collecting copies of death and birth certificates and marriage licenses based on the state and county in which the record was created. The best place to begin is a state's health department website as most allow you to request these documents online or by phone. However, be prepared to pay fees as all states charge for copies of death and birth certificates and marriage licenses. We can help you identify the correct state website if you need assistance. The Local History and Genealogy Department does have some records for Lucas County, so ask us for help with Lucas County records before you request those through the state.

STEP 4 - DEEP DIVE

Visit the Local History and Genealogy Department to start a deeper dive. We can connect you with Genealogy books and research materials that will help your family history come alive. Plan to spend at least an hour (or more!) with us as none of our materials are able to be checked out.

We also have a number of special FREE Library Genealogy electronic resources that you can access with your Library card number and PIN:

- African American Heritage
- African American Newspapers, 1827-1998
- African American Periodicals, 1825-1995
- America's Genealogy Bank
- American Ancestors (available only at Main Library)
- Ancestry - Library Edition (available only inside TLCPL locations)
- Familysearch.org
- Fold3
- Heritage Quest
- ReferenceUSA
- Sanborn Maps
- Toledo Blade (1997-present - text only)
- Toledo Blade Obituary Index

STEP 5 - GET SUPPORT

The Genealogy community is an enthusiastic group always willing to lend a hand. Consider membership in one of the local organizations listed on the supplied insert page.

PEDIGREE CHART (EXTRA)



Chart # _____

The pedigree chart template consists of four individual boxes arranged in a vertical column. Each box is connected to a central vertical line on the left, which represents the chart's lineage. Each box contains the following fields:

- NAME:** _____
- BORN:** _____
- PLACE:** _____
- MARRIED:** _____
- PLACE:** _____
- DECEASED?:** _____
- PLACE:** _____ (If applicable)

To the right of each box is a bracketed area labeled "CONTINUE ON CHART #" with a line for a chart number: _____





Talk to your parents, grandparents, great-grandparents, aunts and uncles, and anyone in your family older than you. Use the questions below to guide your conversation and record the answers as you go.

| | |
|---|---|
| <p>What is your full name?</p> <hr/> | <p>Where did they grow up?</p> <hr/> |
| <p>When and where were you born?</p> <hr/> | <p>When and where were they married?</p> <hr/> |
| <p>Where did you grow up?</p> <hr/> | <p>What do you know about your grandparents?</p> <hr/> |
| <p>When and where were you married?</p> <hr/> | <p>Do you have any family Bibles, papers or family photographs?</p> <hr/> |
| <p>Whom did you marry? What is (his/her) full name?</p> <hr/> | <p>If so, what are their locations?</p> <hr/> |
| <p>When and where was (he/she) born?</p> <hr/> | <p>Do you have dates for any deaths of people listed above?</p> <hr/> |
| <p>How many children did you have?</p> <hr/> | |
| <p>What are their names?</p> <hr/> | |
| <p>What were your parents' full names?</p> <hr/> | |
| <p>When and where were they born?</p> <hr/> | |



There are also a number of external website resources that you may find helpful. (Some of these sites require fees, indicated by \$)

GENERAL

- Access Genealogy [accessgenealogy.com](https://www.accessgenealogy.com)
- Archives.com (\$) [archives.com](https://www.archives.com)
- Cyndi's List [cyndislist.com](https://www.cyndislist.com)
- Family Genealogy & History Internet Education Directory [academic-genealogy.com](https://www.academic-genealogy.com)
- Family Search [familysearch.org](https://www.familysearch.org)
- Find My Past (\$) [findmypast.co.uk](https://www.findmypast.co.uk)
- GeneaNet [geneanet.org](https://www.geneanet.org)
- My Heritage (\$) [myheritage.com](https://www.myheritage.com)
- My Trees.com (\$) [mytrees.com](https://www.mytrees.com)
- Olive Tree Genealogy [olivetreegenealogy.com](https://www.olivetreegenealogy.com)
- Random Acts of Genealogical Kindness [raogk.org](https://www.raogk.org)
- RootsWeb [rootsweb.com](https://www.rootsweb.com)
- U.S. Gen Web [usgenweb.org](https://www.usgenweb.org)
- We Relate [werelate.org](https://www.werelate.org)
- WorldGenWeb [worldgenweb.org](https://www.worldgenweb.org)

LUCAS COUNTY

- Toledo's Attic [toledosattic.org](https://www.toledosattic.org)
- Lucas County Auditor www.co.lucas.oh.us

OHIO

- Cleveland Public Library Necrology cpl.org/newsindex
- Hayes Presidential Library obit index index.rbhayes.org
- Ohio Department of Health odh.ohio.gov/
- Ohio Genealogical Society (\$) ogs.org
- OHGenWeb ohgenweb.org
- Ohio History Connection ohiohistory.org
- Ohio in the Civil War ohiocivilwar.com
- Ohio Memory Project ohiomemory.org

MICHIGAN

- Genealogical Death Indexing System mdch.state.mi.us/gendisx/search.htm
- Library of Michigan michigan.gov/familyhistory
- Seeking Michigan michiganology.org

CEMETERIES

- Billion Graves billiongraves.com
- Find a Grave findagrave.com
- Interment.net www.interment.net
- Toledo State Hospital Cemetery toledostatehospitalcemetery.org

IMMIGRATION

- Ellis Island libertyellisfoundation.org
- Passenger lists stevemorse.org

LAND RECORDS

- Bureau of Land Management gloreCORDS.blm.gov

LIBRARIES

- Allen County Public Library genealogycenter.org
- National Archives archives.gov/research/genealogy

LINEAGE SOCIETIES

- Daughters of the American Revolution dar.org
- Mayflower Descendants themayflowersociety.org

MAPS

- David Rumsey Maps [davidrumsey.com](https://www.davidrumsey.com)
- Global Gazetteer fallingrain.com/world
- Google Maps maps.google.com
- USGS Mapping Information <https://www.usgs.gov/core-science-systems/national-geospatial-program/national-map>

continue →

MILITARY

American Battle Monuments Commission
abmc.gov/

Civil War Soldiers and Sailors Database
nps.gov/civilwar/soldiers-and-sailors-database.htm

NEWSPAPERS

Chronicling of America
loc.gov/chroniclingamerica

Google News Archives
news.google.com (Blade, Newsbee and other cities)

Newspaper abstracts (\$) newspaperabstracts.com

Newspapers.com (\$) newspapers.com

PEOPLE FINDERS

Search Systems Public Records Locator
www.searchsystems.net

Vital Records
vitalrecordsus.com

Zabasearch (\$) zabasearch.com

ETHNICITY

African American
afrigeneas.com

Canadian
www.archives.ca

Eastern European
feefhs.org

Hungarian
www.bogardi.com
rootsweb.com/~wghungar

Polish
pgsa.org
polishroots.org

French
genealogie.com/

German

palam.org
germanroots.com

Irish

irishgenealogy.ie/en
irelandgenweb.com

Jewish

jewishgen.org
cjh.org/family/genealogyrecords.cfm

Native American

indians.org
accessgenealogy.com/native

Scottish

scotlandspeople.gov.uk/

Spanish

forebears.io/spain

The Genealogy community is an enthusiastic group always willing to lend a hand. Consider membership in one or more of these fine local organizations:

JOURNEY AFRICAN AMERICAN GENEALOGY GROUP

Meetings:

2nd Saturday of each month
Sept. - June | 1 - 3 p.m.
1326 Collingwood Blvd., Toledo

Website:

<https://journeytoledo.wordpress.com/>

Dues:

Free

Contact:

email: gfrank1040@bex.net

LUCAS COUNTY CHAPTER, OHIO GENEALOGICAL SOCIETY

Meetings:

3rd Saturday of each month
Feb. - Nov. | 2 p.m.
TLCPL Main Library, Glass Meeting Room

Publications:

Fort Industry Reflections (quarterly newsletter) and various books

Website:

<http://lucasogs.org/>

Special programs:

First Families of Lucas County, First Families of Ohio, Ohio Genealogical Society Convention

Dues:

\$15 per person or \$20 per family annually

Contact:

Submit information request at <http://lucasogs.org/>

TOLEDO AREA GENEALOGICAL SOCIETY

Meetings:

2nd Monday of each month
Sept. - June | 7 p.m.
First United Church of Christ, 7420 Erie Street, Sylvania

Publications:

TAGS newsletter

Website:

<http://tagstoledo.org/>

Dues:

\$12 per person or \$17 per family annually

Contact:

P.O. Box 352258, Toledo, OH 43615

TOLEDO POLISH GENEALOGICAL SOCIETY

Meetings:

3rd Saturday of each month
Sept. - June | 10 a.m. - noon
St. Michael's School, intersection of Sandusky and Chase

Website:

<https://www.toledopgs.com/>

Dues:

\$20 per person or \$25 per family

GENEALOGICAL SOCIETY OF MONROE COUNTY, MICHIGAN INC.

Meetings:

1st Saturday of each month
Sept. - June | 1 p.m.
Monroe County Community College, 1555 S. Raisinville Road, Monroe, Mich.

Publications:

G.S.M.C.Record, quarterly newsletter

Website:

<http://gsmcmi.org/>

Special programs:

Annual spring seminar

Dues:

\$15 individual or family annually

Contact:

GSMC, P.O. Box 1428, Monroe, MI. 48161-6428 or gsmcmi@gsmcmi.org





Documenting your family history helps to keep memories alive and allows each generation to have an idea of who they are and where they come from.

The Local History and Genealogy Department
419.259.5233 | email - lhisref@toledolibrary.org | fax - 419.259.5397
toledolibrary.org/localhistory
Toledo Lucas County Public Library
325 Michigan Street
Toledo, OH 43604

