

# Ancestry Library Edition

Ancestry Library Edition is similar to the Ancestry.com consumer version as far as searching, but does not allow the user to create family “trees” which are charts showing relationships in an extended family. Ancestry Library Edition can only be used in the Appleton Public Library.

## Searching

For those familiar with Heritage Quest, the search page may look familiar as they are part of the same company, and use some of the same resources. You can click on any of the collections to search only in that collection, or you can click the green “Begin Searching” button.



To search by location, click on the map or the name of the area you wish to search.

To search other countries, click the tab at the bottom of the map.

There may not be records for some countries at this time.

To search by name, fill in the boxes in the name search area. There are more options which you can use to narrow the search if your ancestor has a common name like Smith or Johnson.

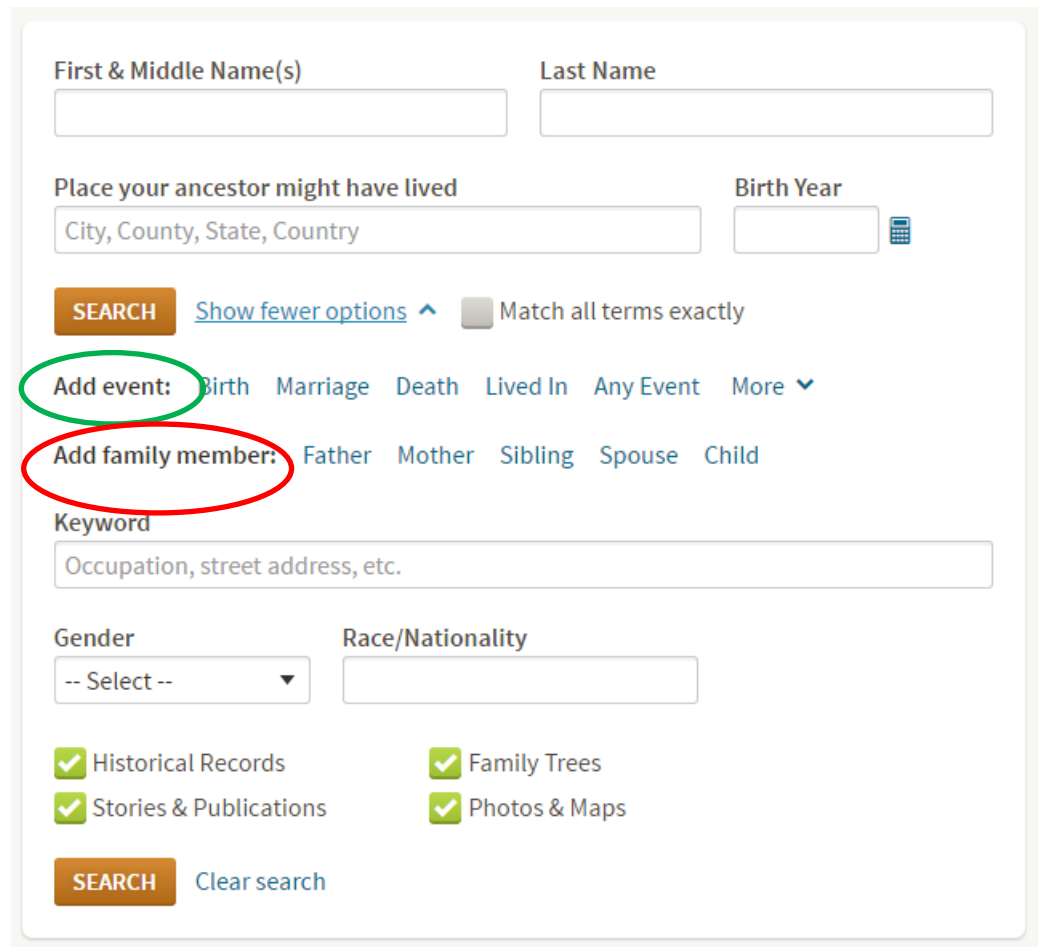
Remember that names may be spelled differently, even within the same family. Try the full name, just the last name, just a first initial plus the last name, and other combinations to make sure you don't miss them.

## Main search box

If you click on one of the “**Add Event**” choices, you will be able to add the year and location of that event.

If you choose from the “**Add family member**” choices you can add their name so you will be searching for those names together in a record.

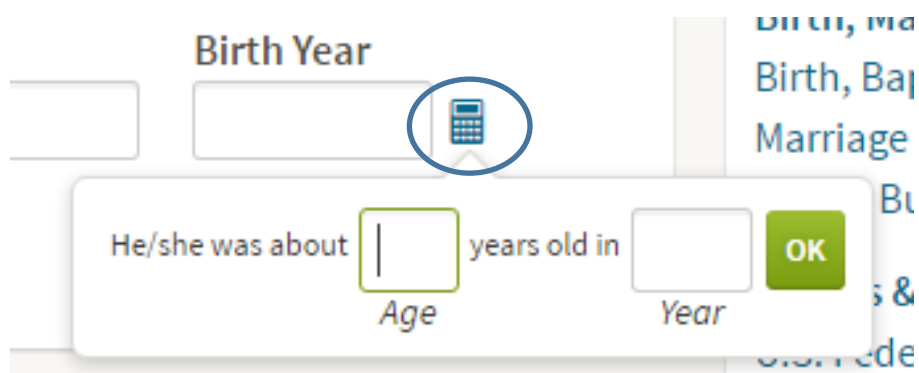
Any additions you make will narrow the search. You will get people with similar names or who match the profile partially.



The screenshot shows a search form with the following elements:

- Input fields for "First & Middle Name(s)" and "Last Name".
- Input fields for "Place your ancestor might have lived" (with a sub-label "City, County, State, Country") and "Birth Year" (with a calendar icon).
- A "SEARCH" button, a link "Show fewer options ^", and a checkbox "Match all terms exactly".
- A dropdown menu "Add event:" with options: Birth, Marriage, Death, Lived In, Any Event, More ▾. This menu is circled in green.
- A dropdown menu "Add family member:" with options: Father, Mother, Sibling, Spouse, Child. This menu is circled in red.
- An input field for "Keyword" with the placeholder text "Occupation, street address, etc.".
- Dropdown menus for "Gender" (set to "-- Select --") and "Race/Nationality".
- Four checked checkboxes: "Historical Records", "Family Trees", "Stories & Publications", and "Photos & Maps".
- A "SEARCH" button and a "Clear search" link.

Check the results to see if the spouse and children match, or the dates of birth and death are similar. Look for patterns, and remember that there may be mistakes in transcription, so even if it doesn't match perfectly, the person may still be the one you are looking for.



The screenshot shows a "Birth Year" calculator. It features a "Birth Year" input field with a calendar icon. Below it is a text box that says "He/she was about [ ] years old in [ ]". The "Age" field is highlighted with a green box, and the "Year" field is also highlighted with a green box. An "OK" button is to the right of the "Year" field.

Click on the handy [birth calculator](#) to figure out what year someone was born. Enter their age from a different record. For example, if they were age 18 in the 1880 census, it would calculate what year they were born—1862.

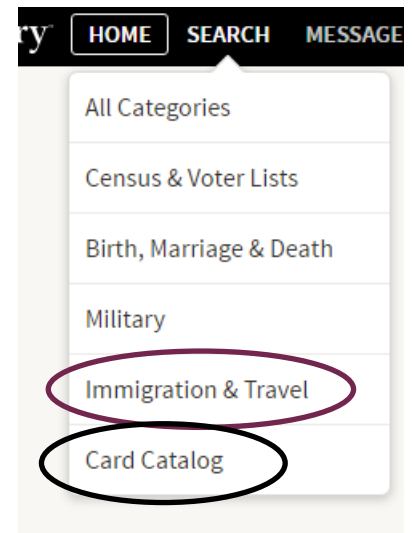
## Search a category

Sometimes searching a single category provides better results—for example if you don't have a lot of details about a family member, or you want to search immigrant departure dates which don't have a spot on the main search box.

Select a category from the Search dropdown menu, such as **Immigration & Travel** or **Card Catalog**. You can search for your ancestor's arrival and departure dates and place of origin—search choices that don't appear on other search pages.

## Card Catalog

Choose this tab if you wish to get to **Family Trees**, or to find a topical category.



## Card Catalog

Searchable listing of all record collections

Title

Keyword(s)

**SEARCH** or Clear All

Results 1-25 of 10,062

Title	Collection	Records	Activity
<a href="#">Public Member Trees</a>	Family Trees	2,147,483,647	
<a href="#">1940 United States Federal Census</a>	Census & Voter Lists	134,484,648	
<a href="#">U.S. City Directories, 1822-1995</a>	Schools, Directories & Church Histories	1,560,284,731	

Sort By

If you are searching the **1940 United States Federal Census**, you would click on that record collection, then search by your ancestor's name. Click on the blue census heading.

[1940 United States Federal Census](#)  
U.S. FEDERAL CENSUS COLLECTION  
[View Image](#)

NAME: Hermann Oelrichs  
SPOUSE: Dorothy Oelrichs  
BIRTH: abt 1892 - New York  
RESIDENCE: 1935 - New York, New York, New York  
RESIDENCE: New York, New York, New York



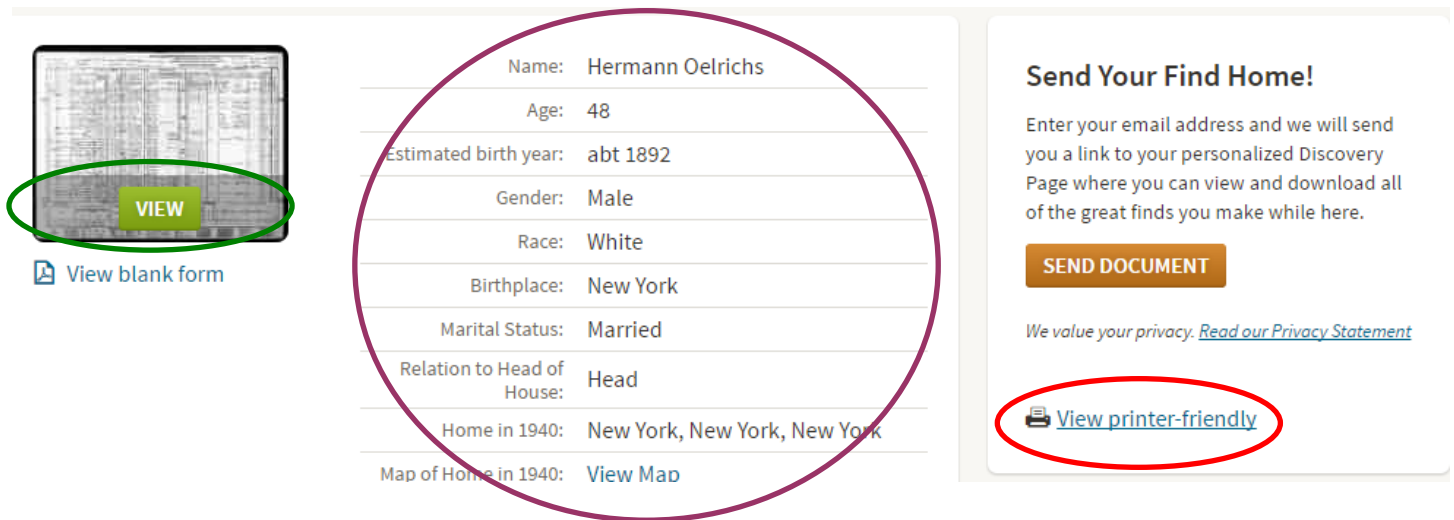
[View blank form](#)

Name:	Hermann Oelrichs
Age:	48
Estimated birth year:	abt 1892
Gender:	Male
Race:	White
Birthplace:	New York
Marital Status:	Married
Relation to Head of House:	Head

Click on [View](#) to see a digital version of the original record.

## Saving Records

Now that you've found information on your family, what should you do?



Name:	Hermann Oelrichs
Age:	48
Estimated birth year:	abt 1892
Gender:	Male
Race:	White
Birthplace:	New York
Marital Status:	Married
Relation to Head of House:	Head
Home in 1940:	New York, New York, New York
Map of Home in 1940:	<a href="#">View Map</a>

[View blank form](#)

**Send Your Find Home!**

Enter your email address and we will send you a link to your personalized Discovery Page where you can view and download all of the great finds you make while here.

[SEND DOCUMENT](#)

We value your privacy. [Read our Privacy Statement](#)

[View printer-friendly](#)

You can **print a copy** of the record—which is a good backup. Remember to print the image *and* the source/location of the record so you will know when the record was created and its location. On the page above, if you choose “**View Printer-Friendly**” you will print the **transcript** of the record. This can make it easier to read. It will have a citation at the bottom of the page showing the source and dates for the document you are viewing.

If you want to receive an email of the image from Ancestry:

Ancestry

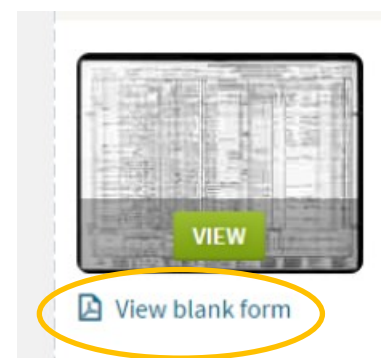
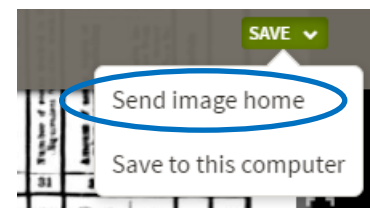
You made a discovery at the...

9:32 AM

Click “**View**” on the image of the document to view a digital copy of the original record. Once you have opened the document you can send it to your email by choosing “**Send Image Home**”.

Because the computers at the library are used by many people, you will not be able to use the second option “Save to this computer.”

“**View blank form**” can be helpful since it will show what the headings for each column are for that year of the census. Every year had different requests for information, so by looking at or printing the blank form, you will be able to compare your printout and see what each column meant.



# Family Trees

## Facts page

**Hermann Oelrichs**  
BIRTH 8 JUN 1850 • Baltimore, Baltimore, Maryland, United States  
DEATH 1 SEP 1906 • at sea, on liner Kaiser Wilhelm der Grosse

LIFESTORY **FACTS** GALLERY

**Facts** SHOW

Name and gender ▾

1850 (AGE) **Birth**  
8 Jun 1850 • Baltimore, Baltimore, Maryland, United States  
5 Sources

1860 10 **Residence**  
1860 • Baltimore Ward 11, Baltimore (Independent City), Maryland, United States  
1 Source

1871 21 **Arrival**  
4 Dec 1871 • New York  
1 Source

1890 39 **Marriage**  
3 Jun 1890 • San Francisco, San Francisco, California, United States  
Theresa Alice Tressie Fair (1871–1926)  
1 Source

1906 56 **Death**  
1 Sep 1906 • at sea, on liner Kaiser Wilhelm der Grosse  
Hermann Oelrichs died last Saturday at sea on board the North German

**Sources**

Ancestry Sources

1860 United States Federal Census

Ancestry Family Trees

New York Times (New York City, New York) Death and Marriage Index, 1890

New York, Passenger Lists, 1820-1957

U.S. City Directories, 1822-1995

U.S. Passport Applications, 1795-1925

**Family**

Parents

Henry Ferdinand Oelrichs 1810–1875

Julia Matilda May 1819–1876

Spouse & Children

Theresa Alice Tressie Fair 1871–1926

Herman Jr Oelrichs 1891–1948

Above you see the family tree for Hermann Oelrichs on the Facts Page. The Facts column gives a timeline and major events in his life. The “Source” link shows where that information came from. The Sources column links to images of records. The third column shows members of the family. To find out more about their lives, click on their name and you will be taken to a page about them.

LIFESTORY **FACTS** GALLERY

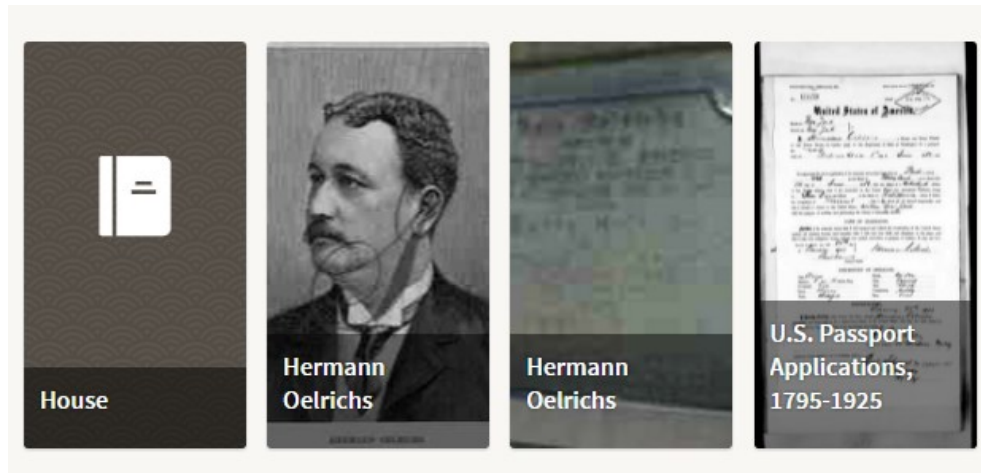
Hermann Oelrichs was born on June 8, 1850, the child of Henry Ferdinand and Julia Matilda. He married Theresa Alice Tressie Fair on June 3, 1890, in San Francisco, California. They had one child during their marriage. He died on September 1, 1906, in Ontario, at the age of 56, and was buried in New York City Counties County, New York.

Herman Jr Oelrichs Hermann Oelrichs Henry Ferdinand Oelrichs  
Theresa Alice Tressie Fair Julia Matilda May

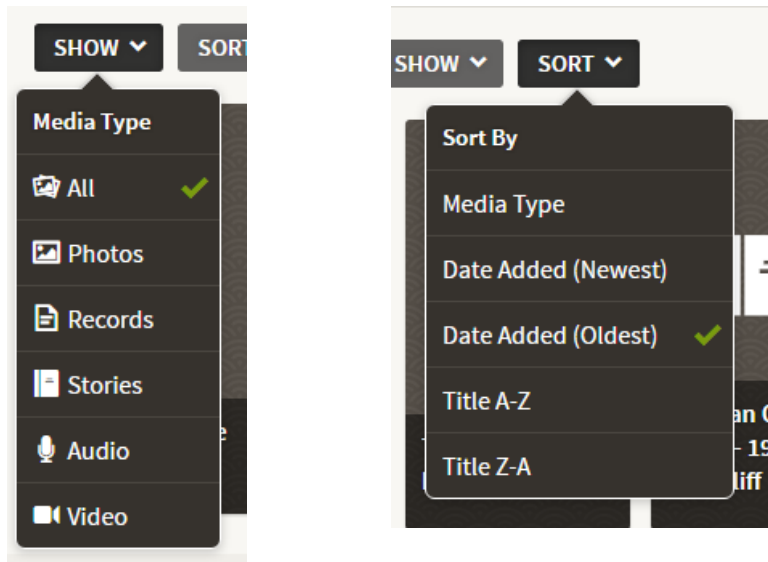
EXPLORE THE MAP

The Life Story page shows a timeline with family tree, maps showing where they lived, and links to the trees of relatives. The “Show” button allows you to choose whether you will view just family events or Historical Insights—relevant information such as a family home or an event in history..

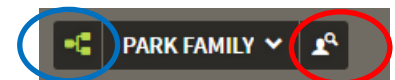
## Gallery view



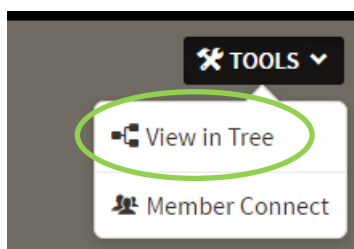
The Gallery view allows you to view many types of text, photos, records, audio, video and stories about the person uploaded to the tree. You can look at the slideshow (above) to choose something to look at closer, or you can filter by different types of records, the items added most recently or those added at the beginning, or by title (below). Click on the entry to see the full record.



To see a list of all the people in the tree, click the name of the tree. You can also go to the “home person” who is the person on whom the tree is based.



To search for someone in the tree, click the section with a **magnifying glass**. To see them in **pedigree view**, click the chart icon on the left. A pedigree chart shows the home person on the left, with each generation of ancestors charted to the right (2 parents, 4 great grand parents, 8 great great grandparents, etc.)

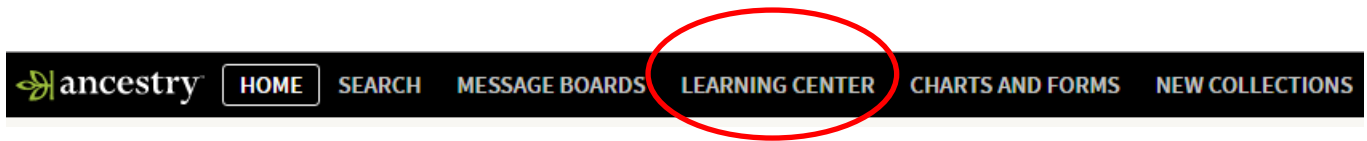


**View in tree** shows you the person you searched for, in this tree.

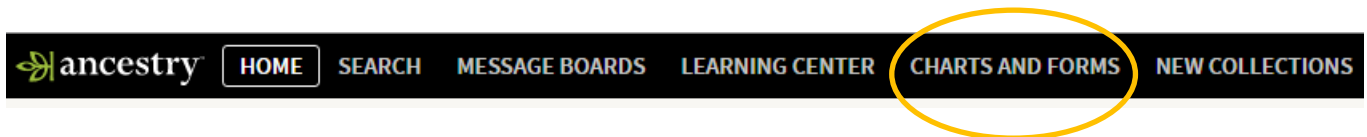
Member connect will take you to other trees connected with this one if they are public.

## Learning Center

Ancestry Library Edition includes a large **Learning Center** where you can learn everything from basic meanings of genealogy terms to the latest information on DNA testing. There are tips for every type of search.



Many different **charts and forms** are available for download, as well.



www.apl.org  
920-832-6173