

## LESSON 4

# RECORDING FAMILY HISTORY INFORMATION

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Notes

### Objectives

When class members complete this lesson, they should be able to:

- Understand the importance of keeping accurate family history records.
- Record names, dates, and places in the correct format.
- Preserve family information by using the FamilySearch Internet site or paper forms.

### Preparation

In preparation for this lesson:

- Prayerfully study pages 13–20 of the *Member's Guide to Temple and Family History Work*.
- Watch the following segment of the *Temple and Family History Course DVD*. (If you are not able to show the segment, you can cover some of the same information by presenting the discussion activity that follows the showing of the segment.)
  - “Using Pedigree Charts and Family Group Records” (4:44 minutes)
- Reserve a DVD player from the meetinghouse library for the class session.
- If you have class members who plan to record their family information on paper forms, you may want to use the activity at the end of the lesson. For this activity, bring several pedigree charts and family group records for each class member. You can copy the forms in the back of the *Member's Guide*, or you can order forms from Church Distribution Services. The ward clerk can give you information on how to order forms. Bring enough pencils for the class members.

### Review Assignments

Begin the class by briefly reviewing the assignments from the previous lesson. Ask class members:

- How many of you prayerfully chose a family or an individual ancestor to learn more about?
- How many of you began gathering records from around your home?
- What new information have you found? What questions do you have?



## Notes

**Key Points****1. The Importance of Keeping Records**

Invite someone in the class to read Doctrine and Covenants 128:24 (see page 14 of the *Member's Guide*). Ask class members:

- Why is it important to keep records of our family history and temple work?
- How can we make a record worthy of the Lord's acceptance?

**2. Using the FamilySearch Internet Site**

Review with class members the first paragraph under "Using the FamilySearch Internet Site" on page 14 of the *Member's Guide*. Point out that once family history information is entered into the FamilySearch Internet site (found at [new.familysearch.org](http://new.familysearch.org)), the system provides many benefits, as outlined in the bulleted information on page 14. Review these bulleted items together.

To help class members understand how to enter their family information into the FamilySearch Internet site, review "Entering the Information Yourself" or "Working with a Family History Consultant" on pages 14–15 of the *Member's Guide*. Choose the option that best meets the needs of your class members. Answer any questions that class members have.

**3. How to Record Information on Forms**

Note: If most members of your class have access to computers and plan to record their information directly in the FamilySearch Internet site, you may want to skip this section and the activity on the next page.

Help class members understand that if they do not have access to a computer, they have the option to prepare a handwritten record of their family information. One way to do this is for the family history consultant to print copies of the family pedigree and family group records for the class members' families from the FamilySearch Internet site. Then class members can write additional information about their ancestors directly on the forms. The advantage of using forms printed from the Internet site is that these forms may already contain some information about the family.

If class members are unable to obtain printouts from the FamilySearch Internet site, they can use the blank pedigree chart and family group record found in appendix A of the *Member's Guide*. Additional forms are available in family history centers, or they can be ordered from Church Distribution Services.

**DVD Presentation**

Before showing this DVD segment, ask class members to look for how pedigree charts and family group records are used to record family information.

Show "Using Pedigree Charts and Family Group Records" (4:44 minutes).

*Discuss*

Discuss the following questions:

- What is the purpose of a pedigree chart?
- What is the purpose of a family group record?
- Why are both types of forms necessary?

#### 4. Guidelines for Record Keeping

Have class members turn to “Guidelines for Record Keeping” on pages 17–19 of the *Member’s Guide*. Explain that this section provides guidelines that will help them know how to record information about their families.

Quickly review the guidelines for recording names, dates, and places. Emphasize that this section of the *Member’s Guide* is a reference that class members can return to for information and examples.

#### Activity

Note: This activity is only for individuals who want to record their information on paper forms.

Make sure class members have forms printed from the FamilySearch Internet site or blank pedigree charts and family group sheets. Help class members begin to record on the appropriate forms the information they have gathered thus far.

Most class members will not finish this activity during class time. Encourage them to continue working on these forms at home.

#### Optional Workshop

If class members need help recording information in the FamilySearch Internet site, you may want to teach workshop 2, “Adding Information to the FamilySearch Internet Site,” found in appendix B. You can teach this workshop to a small group or use it to provide help to an individual.

#### ASSIGNMENTS

Encourage class members to:

- Begin recording the family information they have gathered from home. If they have access to the Internet, they can record the information directly in [new.familysearch.org](http://new.familysearch.org). If they do not have Internet access, they can record the information on paper forms.
- Use the guidelines on pages 17–19 of the *Member’s Guide* to record names, dates, and places correctly.
- Prepare for the next class by reading chapter 5, “Gathering Information from Family,” pages 21–23 of the *Member’s Guide*.

Notes