

From Bankers Boxes to Order

*Organizing Family History Documents for Family Sharing:
What Will Happen to all my Work When I Die*

Family History Goals

- A. To save our family history.
- B. To share our family history.

- Step 1:** Gather it all into one place – Vital records, family trees, photos, etc.
- Step 2:** Catalog it all, so you know what you have.
- Step 3:** Scan all photos, documents, etc. Label them by Last Name, First Name, Year, Description. For places, label by country or state, county, town (if applicable), date if there is one, and description.
- Step 4:** Put all data and scans into a family history software program. This will automatically organize the data for easy access.
- Step 5:** Save your photos and stories by adding them to FamilySearch.
- Step 6:** Save your tree by posting it to Ancestry and/or other family tree websites.
- Step 7:** Share with family members by writing a family narrative.
 - Obituaries and other newspaper articles. Pull out the more interesting bits.
 - You are the editor. Decide what should go into your family narrative and what should be left out.
 - Include stories, poems, special events. Anything that will make the people more real.
 - Memoirs and family stories. Wherever possible, let them speak with their own voices. Edit or transcribe when needed, for ease in reading.
 - Include connections of family members to current events of their day.