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**Documenting an Ancestor**

**Lecture Description:**

No need to write a full family history.  How about writing about one interesting ancestor?  Let’s start with census records and add more tidbits and do a little research along the way until we reach the point of deciding where and how to publish our results.

Determine your GOAL – blog, book, calendar, website, article, etc.

Draft

Analyze

Question Repeat as many times as needed

Research based on your source material

Update

Edit

Publish

Four types of write-ups:

 Job Application

 Timeline

 Census-based

 Ephemera-based

Sources to consider:

Census reports

Personal memories

Photographs

Applicable Graphics

Ephemera

Letters or Diaries

Business Records

Check Registers

Tax Records

Medical Records

Guest books

Historical documents

Newspaper articles

Military documents

Relatives

Property records

A little more on Census Reports:

**Census Reports Available At:**

* Ancestry.com ($)
* FindMyPast.com ($)
* FamilySearch.org
* GenealogyLibrary.com
* HeritageQuest.com (via a library)
* Historical Societies
* Genealogy Libraries
* State Archives

For more detail on codes and terminology, refer to the enumerator’s instructions, available at: [**https://usa.ipums.org/usa**](https://usa.ipums.org/usa)

Evaluating the Census Data:

* Look at the neighborhood
* Do the ages/names line up with other facts gathered?
* Are the neighbors the same?
* Is there a non-family member in the household?

**Some Things to Look For:**

|  |  |
| --- | --- |
| ***Census Year(s)*** | ***Question Asked*** |
| 1850-1870 | Value of Real Estate |
| 1850-1880 | If married within the year |
| 1880-1940 | Relation to Head of Household |
| 1900 | Asks for Month & Year of Birth |
| 1900 | Number of years married |
| 1900 & 19010 | Mother of how many |
| 1900-1930 | Year of Immigration |
| 1930 | Value of Home/Rent |
| 1930 | Age at first marriage |
| 1940 | Hours & Pay in 1939 |

|  |
| --- |
| Census Dates |
| **Year** | **Date** |  | **Year** | **Date** |
| 1790 | August 2 |  | 1870 | June 1 |
| 1800 | August 4 |  | 1880 | June 1 |
| 1810 | August 6 |  | 1890 | June 2 |
| 1820 | August 7 |  | 1900 | June 1 |
| 1830 | June 1 |  | 1910 | April 15 |
| 1840 | June 1 |  | 1920 | January 5 |
| 1850 | June 1 |  | 1930 | April 1 |
| 1860 | June 1 |  | 1940 | April 1 |

Note that there could be more or less than 10 years between the census dates.

**Creative Options**

Many of these can be created on your computer and printed on forms advertised for business uses like name tags, file cards, or post cards.

Maps

Games

 Bingo

 Word Search

 Memory

Coloring Book

Photo Gifts

**Websites for More Information:**

Digital Scrapbooking:

[www.Shutterfly.com](http://www.Shutterfly.com)

[www.mixbook.com](https://www.mixbook.com)

[www.mymemories.com](https://www.mymemories.com)

[www.heritagemakers.com](https://www.heritagemakers.com)

Animated Photos

Apps (for smart phone or tablet):

Google play - photospeak

iTunes - iFunFace

Flash Cards **-** [TrendEnterprises.com](http://www.trendenterprises.com)

Talking Photos

[www.attainmentcompany.com/talking-photo-album](https://www.attainmentcompany.com/talking-photo-album)

Recorded Stories

[www.storycorps.org/legacy](https://www.storycorps.org/legacy)

[http://www.legacystories.org](http://www.legacystories.org/?wiz_id=3551" \t "_blank)

Photographs – [Forever.com](http://www.forever.com)

**Editing:**

There are different types of editing in the traditional publishing process. Most important for you are developmental editing and copyediting.

1. Developmental Editing (sometimes referred to as simply "editing")

Developmental editing occurs at the very beginning of the publishing process. A good developmental editor works with an author on issues such as organization of a whole book, clarification of main ideas, and the tightening of a loose book. This is a very hands-on and collaborative process between an editor and author. Developmental editors structure the draft into well-crafted text, often substantially re-shaping the content, creating "front and back matter" components as appropriate, and overall reworking the text into clear and concise language, with a focus on maintaining the author's voice.

1. Copyediting

A good copy editor is worth her weight in gold. Copy editors check for grammar and punctuation usage, consistency and chronology throughout a manuscript, spelling, syntax, and the logical progression of information and narrative sketches. They fact check such things as geographical names, historical names, the form of footnotes or endnotes, and the correctness of website addresses. To meet professional publishing standards, all manuscripts should be copyedited.

To ensure consistency, use a style manual such as the Chicago Manual of Style.

3. Proofreading: your last chance to get it right

The proofreader functions as a second set of eyes for grammatical errors, etc. But more than that, a proofreader checks on a typesetter's work. Are words that are supposed to be italicized really italicized? Are the page settings consistent throughout the book? Are all the quotation marks curled in the proper direction? Traditional publishing used to provide ALL these services, once you got through the gatekeepers

who agreed to publish your book. Self-publishing offers none of these services unless YOU

pay for it!

ISBN (Individual Standard Book Number) is a confusing issue—basic point—each book sold through books stores, on-line, to libraries, and is intended for more than individual sales must have an ISBN. It is unique to each publication. Some Print on Demand companies offer free ISBNs. Otherwise, you must purchase each number (in the US). Not required if you intend to only sell it yourself, or use as a promotional product for your business.

**Self-publishing:**

$ Ingram Spark <http://www.ingramspark.com/> Print on demand with some similarities to Createspace, provides for book returns so bookstores are happy to deal with books published with this platform. Libraries receive a monthly catalog of listings from Ingram Spark, so your book will be exposed to a much wider audience. Softbound, hardbound, and eBook options. Yearly fee required to keep book available through this service. ISBN purchase required.

Blurb: <http://www.blurb.com/about-blurb> Lots of choices of paper, hard and soft-bound, ebook options, helpful templates for lots of photos, more expensive than CreateSpace. Originally designed as a photo book option.

Lulu: <http://www.lulu.com/> Another print-on-demand company. Only email customer support.

Front Matter and Back Matter: The Business End of the Book

 FRONT OF BOOK

* Title and Subtitle
* Author (don't use the word "by" with the author name)
* Background color
* Graphics
* Photography
* Fonts

BACK OF BOOK

* Author bio
* Marketing copy
* Testimonials
* Background color
* Graphics
* Photography
* Fonts
* Publisher name
* ISBN
* Bar code and price
* BISAC standard subject headings
* SPINE
* Author name
* Book title
* Publisher name
* Publisher logo
* Fonts
* Color

COPYRIGHT PAGE

* Copyright name and date
* ISBN: unique to every form of every book
* Permissions

BOOK DESCRIPTION

* Write a clear, but concise description of your book (50 words or less).
* Back-cover should summarize your book and entice.
* Don't give the plot away!

SOURCES FOR IMAGES

* BigstockPhoto <http://www.bigstockphoto.com>
* DreamsTime <http://www.dreamstime.com>
* iStock <http://www.istockphoto.com>
* Flickr Commons <https://www.flickr.com>
* Morgue File <http://www.morguefile.com/archive>
* Wikimedia Commons <https://commons.wikimedia.org/wiki/Main_Page>

SELF-PUBLISHING PLATFORMS

* Amazon Kindle Direct [http://kdp.amazon.com](http://kdp.amazon.com/)
* Bookbaby [http://www.bookbaby.com](http://www.bookbaby.com/)
* Draft2Digital [https://www.draft2digital.com](https://www.draft2digital.com/)
* iBooks Author <http://www.apple.com/ibooks-author>
* Barnes & Noble Press <https://press.barnesandnoble.com/>
* Pressbooks <http://pressbooks.com>
* Smashwords [www.smashwords.com](http://www.smashwords.com/)

OTHER SELF-PUBLISHING RESOURCES

* Bowker Identifier Services <http://www.bowker.com>
* ISBN.org <http://www.isbn.org>
* MyECover <http://www.myecovermaker.com>
* The Creative Penn <http://www.thecreativepenn.com>
* Writer's Digest online <http://www.writersdigest.com>
* Writer's Market <http://www.writersmarket.com>
* United States Copyright Office <http://www.copyright.gov>

All links verified active before submission to RootsTech Connect 2022.