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The Leap Year--Using That Extra Day
by Curt B. Witcher

I hope the extra day we had this month was put to good use discovering, recording, and sharing family histories. Never have we had so many records to explore at our fingertips, and so many examples of research strategies to employ depicted in periodicals, on webpages and on television programs. Genealogical society meetings and webinars are rich with ideas, and online classes and the FamilySearch wiki provide an abundance of guidance and possible new pathways to investigate.

The benefits of engaging in family history research are so significant. As has been stated numerous times in this ezine, the personal satisfaction of getting to know one's ancestors, with all their warts and wrinkles, challenges and triumphs, is enlightening and inspiring. Family history is a great way--arguably the best way--to learn history. It truly makes history come alive and take on a relevance unmatched by any other approach. In discovering the uniqueness of our individual ancestors, interestingly enough we also learn how similar we are. Like the variegated colored threads in a fine tapestry, the many threads of a family are wonderfully unique but together they make an amazing tapestry. So it is with our immediate families, extended families and community families.

The urgency to engage in family history research has never been greater. First, there is so much living memory that is in jeopardy as our family members age. I remain so convinced of our duty to take active steps to record, preserve and share that living memory. We all have heard too many "if only I had . . ." stories. Add to that the sober truth that we cannot depend on civil or church

records to be around for our children's children to use. We at least need to document our lives and the lives of our parents and grandparents to ensure that our descendants have an opportunity to know us and those close to us.

Record groups that you and I have used for years to assist us in our research are increasingly at risk of being restricted, or completely closed, by bureaucrats, or simply lost by well-intentioned but uninformed record custodians who are simply "getting rid of all this old stuff 'cause we're out of room." Yes, we should continue our efforts to engage government officials and record custodians about the importance of preserving and making accessible the records that document our rich history. That process is truly never ending and typically nets only modestly satisfactory results. One of the surest ways of seeing that documents and oral histories important to our genealogies are preserved is do the research, make the recordings, capture the images, and publish the data in some fashion. E-publishing opportunities abound. The Allen County Public Library's Genealogy Center continues to welcome electronic publications to host on our website. Increasing numbers of information aggregators in the genealogy space are doing the same. History, our family history, is truly in our hands. What remains for those who come after us is increasingly our responsibility.

The RootsTech 2012 conference at the beginning of this month offered so many amazing learning and networking experiences. There was much talk about digital storage, with all its costs and implications for access. While sobering, it was still quite instructive to hear "between the spoken words" that very few governmental, educational, or organizational entities have a meaningful digital archiving plan, elements of which would include storage, retrieval, redundancy, and data recovery. This writer believes that only the FamilySearch engineers really "get it," and are truly doing it. The point? Even in a digitized form, our family histories are our responsibility. Share the stories, share the work, share the copies.

If you need some help doing your research, or even getting motivated to do the research, there are some excellent seminar and conference activities coming up over the next three months. Read on in this ezine for Genealogy Center programs. The Indiana Genealogical Society <www.IndGenSoc.org> is meeting at the Allen County Public Library at the end of April (April 27-28); the Ohio Genealogical Society <www.OGS.org> is meeting in the Cleveland area before that (April 12-14); and the National Genealogical Society is meeting in Cincinnati in May (May 9-12). You're bound to find many motivating presentations--encouraging you to advance your research as well as equipping you to publish (preserve and share!) your findings.

Passengers on the Welcome: Identifying Penn's Colonists
by John D. Beatty

The territory that became known as Pennsylvania was settled initially in the early seventeenth century by the Dutch, who established a scattering of trading posts in the wake of Henry Hudson's explorations. The Swedes followed, founding New Sweden in 1638, but they lost control to the Dutch in 1655 when New Sweden became part of the colony of New Netherland. After decades of war, England gained firm control of the region by 1680, and the following year, Charles II granted a charter to William Penn, who formally established the colony of Pennsylvania and became both its proprietor and first governor. Penn arrived in the colony aboard the "Welcome" in 1682, together

with a group that consisted mainly of other English Quakers but also included a few Scots, Welsh, and Irish.

For this group of early English settlers and adventurers, the "Welcome" is to Pennsylvania what the "Mayflower" and "Arabella" are to New England. Generations of genealogists have taken great interest in determining precisely who arrived with Penn, since no complete passenger list survives for the vessel. The task has involved examining London port books listing those who put merchandise on the "Welcome," as well as wills of four men who died on board, and several other memoirs and depositions.

Enter the Welcome Society of Pennsylvania, a hereditary organization open to descendants of passengers on the "Welcome" and other ships arriving in Pennsylvania between July and November 1682. In an attempt to promote sound scholarship on these early arrivals, the society sponsored the publication of two books in 1970: "Passengers and Ships Prior to 1684," under the editorship of Walter Lee Sheppard Jr. (GC 974.8 W44p no. 1), and "The Welcome Claimants Proved, Disproved, and Doubtful, with an Account of Some of Their Descendants," by George E. McCracken (GC 974.8 W44p no. 2; reprint GC 974.8 M134w). In his volume, Sheppard gathers articles by Marion Balderston and others on subjects ranging from early shipping on the Delaware River to those about some of the twenty-one other ships known to have arrived in 1682 and 1683. He provides annotations and a full name index, but the book reads as a collection of assorted material instead of as a cohesive work.

McCracken's book is more ambitious, focusing exclusively on the "Welcome," gathering genealogical and historical information, and then arranging it alphabetically by surname. For each of these family sketches, McCracken offers an assessment of whether "proved," "highly probable," "improbable," or "disproved." He provides genealogical data on spouses and children when known, and he transcribes a number of key historical documents, such as first-hand accounts, that further illustrate the "Welcome" connection. He also includes notes, mostly to other published sources. In the front, the reader will find a list of both published and manuscript works about the "Welcome," which McCracken designates by letter throughout the text. His scholarship does not reach the level of Robert Charles Anderson's Great Migration series for New England, and modern researchers would have liked many more citations to original English and Pennsylvania sources. Still, four decades after its publication, this volume remains the standard work on the "Welcome" and is well worth a look for researchers who believe they have ancestors who arrived with Penn.

American Loyalist Claims

by Steven W. Myers

The allegiance of American colonists during the Revolutionary War was divided and substantial numbers remained loyal to the British Crown. As many as 50,000 to 100,000 fled, suffering significant property losses as a result of earlier confiscations or their "forced" emigration. At war's end, a Commission for Claims and Losses convened in England to review applications for reparations submitted by these suffering loyalists. Only a fraction of those who had lost much, about 2,000 individuals, managed to collect sufficient documentation to even make a claim, and most who were successful received far less than the amount requested. The resulting records, accumulated in

Audit Office series 12 and 13 at the National Archives outside London, are available on microfilm in The Genealogy Center as the "American Loyalist Claims Series I and Series II" (cabinet 50-B-7,8,9) and may reward those researching Loyalist ancestry.

Some useful tools will help researchers access the wealth of genealogical information in these claim files. First, a name index compiled by Clifford S. Dwyer is available for each series (973.34 Aa1dw and Aa1dwa). The indexes provide name, state (when known), and references to volume and page (Series I) or bundle number (Series II). Beyond that, Peter Wilson Coldham published detailed abstracts of some of the bundles of documents contained in AO series 13 in his "American Loyalist Claims, volume I." Many years later, Coldham's additional research in the claims was published as "American Migrations, 1765-1799," containing biographical sketches of each claimant drawn from documents in the files. Both of Coldham's compilations contain citations to the files of American Loyalist Claims, so that genealogists can pursue other details on the microfilms that are not included in the abstracts.

The nature of the documentation required by the Commission gives some indication of the usefulness of these claims files for researchers. Claims needed to be bolstered by proof of loyalty or service, inventories of lost goods, proof of title to property, official documents relating to seizures or banishment, and affidavits from credible witnesses, some of whom were friends and relatives remaining in America. Certainly, for those with Loyalist ancestry, the "American Loyalist Claims" are an essential source, well worth examining.

Technology Tip of the Month--The Microsoft Word 2010 Ribbon: Mail Merge
by Kay Spears

Mail Merge is a powerful tool commonly used for labels, envelopes and letters. The first step in using it is to establish a "source." The source is often in Microsoft Access or Excel and most likely contains addresses. I usually create an address database in Microsoft Access with name, address, city, state and zip code fields. These are all separate fields, because I want the ability to manipulate my finished mail merge. There are a number of ways to do mail merges, but I have always created mine using Microsoft Word.

Now, open Microsoft Word, select the Mailings tab, and then click on the "Start Mail Merge" drop down box. Select one of the options; for this lesson, select Labels. The Labels dialogue box will open. Select the type of label you have by clicking on the appropriate label vendor and product number. Most standard labels have numbers assigned to them, and Microsoft has quite a lengthy list of those choices. After you have selected the correct label, click OK. You will see a document with blank labels on it. Now we are ready to add the names and addresses.

Click on Select Recipients>Use Existing List. A Select Data Source dialogue box will open. Locate the file with your address list in it. Select that list. You will see a page that says "next record" (except for the very first label). Now find the Insert Merge Field tool, located in the Write & Insert Fields group. Click on the Insert Merge Field drop down arrow. Every field that is in your data source will be listed. Pick the fields that you will be using for your labels. In the first label, the one that is blank, insert the first field. If it is the first name, enter a space and then insert

the last name. Hit the enter key. You will be on the line below the names. Now insert the first address field and repeat until you have all address fields on the label. When you have everything in the first label arranged to your satisfaction, locate the Update Labels tool in the Write and Insert Fields group, and click on it. Now all of your labels will have the empty fields inserted in them. Any changes you make to your label document, such as changing font size, etc., you will make on the first label, then use the update tool.

Before the actual merge, you may want to sort your labels - by last name or zip code, for example. This option is located in the Start Mail Merge group under Edit Recipient List. You may sort by using the drop down boxes for each field or by using the advanced tool, depending on the desired results. For instance, if you want your labels to be in order by zip code, go to the zip code field and sort by using the "a to z ascending" tool. You can uncheck addresses you don't want to print or use the advanced option to do more complex sorting. There are many options available in the Edit Recipient List; I suggest you experiment.

Once you have everything in order, the next step is to merge your source document with your label document. To do that, use the "Finish and Merge" tool in the Finish group. Because I do a significant number of mail merges, I put this tool in my Quick Access Toolbar. Click on Finish and Merge>Edit Individual Documents, and a dialogue box will open. Choose "All." Voila, now you should have labels. After your labels appear, quickly review each sheet. If you find that a name or address is too long, adjust that particular label by compressing or changing the font size. Now, you are ready to print. Envelopes and letters that are merged go through most of the same steps. Just be sure to connect to your source document.

Next: The Microsoft Word 2010 Ribbon: The File Tab

Quick-Tip of the Month for Preservation--Organizing & Saving Memorabilia
by Dawne Slater-Putt

As genealogists, we daily create and handle a wide variety of paper memorabilia and other ephemera that will be invaluable to our descendants. Our calendars, cards and letters, ticket stubs and event programs paint a picture of our lives that will go far beyond the information future family historians can find about us on our birth, marriage and death certificates.

One way to save this paper without allowing it to take over our homes is to gather it in file jackets that are labeled by year. File jackets are file folders with sides - enclosed "file pockets," in other words - that will accommodate contents approximately a half-inch thick.

Using a marker or pen, the tabs of these file jackets can be labeled appropriately - "Cards, Letters & Calendars, 2011," for example, or "Paper Memorabilia, 2011." A label maker can be used to make the labels even more uniform and attractive.

Fill the file jackets with greeting cards, especially photo cards or those that have a personal message written inside, tickets and programs for events attended that year, baby birth announcements, wedding programs, funeral cards, grandchildren's artwork, appointment books or

wall calendars, and whatever other flat paper items you want to save. The file jackets can be accumulated in plastic file boxes with lids and stored in the basement, attic or a spare closet.

This storage is not suitable for long-term preservation of the paper items, unless the file jackets and storage boxes used are specifically labeled for archival storage, and items have been interleaved with acid-free sheets of tissue. However, this is a method that will allow the short-term storage and organization of paper materials so that they do not overrun the home or office. It also allows for fairly easy retrieval of items, since they are organized by year.

March Madness: Genealogy Style

Start your spring research with a fast break by taking advantage of The Genealogy Center's annual "March Madness: Genealogy Style." This year's topics focus on ethnic research. The schedule is listed below.

**"Researching Your Polish Ancestors," Sunday March 18, 2012, 1:00 - 2:00 p.m., Meeting Room A, with Kris Rzepczynski.

**"French Canadian Research at The Genealogy Center," Monday March 19, 2012, 2:00 - 3:00 p.m., Meeting Room A, with Cynthia Theusch.

**"The Riches of First Nations Heritage: Beginning Native American Genealogical Research," Tuesday March 20, 2012, 2:00 - 3:00 p.m., Meeting Room A, with Curt Witcher.

**Daughters of the American Revolution Research Assistance for Membership, Wednesday March 21, 2012, 10:00 a.m. - 4:00 p.m., The Genealogy Center.

**"Shadowed Roots: Antebellum Era Records for African-American Research," Thursday March 22, 2012, 10:00 - 11:00 a.m., Meeting Room A, with Melissa Shimkus.

For more information about these free classes, see our flyer at

http://www.genealogycenter.org/Libraries/2012_Brochures/Marchmadness.sflb.ashx. Please call 260-421-1225 or email Genealogy@ACPL.Info to register.

Exploring Origins.net for Your British, Irish & Scots Ancestors--Rescheduled

The final WinterTech session for 2011-2012, initially canceled, has been rescheduled for Wednesday March 21, 2012, 10:00-11:00 a.m., in Meeting Room A. Steve Myers will explain the many databases and other resources available through The Genealogy Center's subscription to the Origins Network. For more information, see the flyer at

http://www.genealogycenter.org/Libraries/2012_Brochures/Origins.sflb.ashx. Please call 260-421-1225 or email Genealogy@ACPL.Info to register.

Irish & Scots-Irish Genealogy: Part 2--A Two-Day Mini-Course

The week of "March Madness: Genealogy Style" finishes up with one of our most popular two-day mini-courses, as Steve Myers presents "Irish & Scots-Irish Genealogy: Part 2," on Friday & Saturday March 23-24, 2012, from 9:00 a.m. to 4:00 p.m., in Meeting Rooms A & B. This workshop is designed for researchers with some experience in using basic Irish records and will cover additional

sources and techniques that lead to success. Sessions include: Irish Local History Publications: An Untapped Source; Irish Probate Records, Deeds & Biographical Sources; Using Irish Landed Estate Records and Other Manuscript Sources; The Irish Rebellion of 1798 as a Source of Genealogical Records; Confiscation, Plantation & British Military Service; The Irish Research Trip; and personal consultations. Cost for both days is \$50. Space is limited so please register in advance. Program details and registration information are included in the brochure at http://www.genealogycenter.org/Events/SingleEvent/11-12-17/Irish_Scots-Irish_Genealogy_Part_2_-_A_Two-Day_Mini-Course.aspx?ReturnURL=%2fEvents.aspx.

Introduction to the 1940 Census

The long-awaited release of the 1940 census will occur on April 2, 2012. The unindexed census will be available that day from the National Archives and Records Administration (NARA) website. Shortly after appearing on the NARA site, the 1940 census will be available at Archives.com, Ancestry.com, and FamilySearch.org. The indexing process will begin immediately, but it will be a while before those indices appear online. While you are waiting for the name indices to become available, take this class to discover tips on locating your ancestors in this valuable resource. The Genealogy Center is offering this lecture three times: Wednesday, March 28, 2:30 - 3:30 p.m., in Meeting Rooms B & C; Monday April 2, from 2:30 - 3:30 p.m., in Meeting Rooms A & B; and Saturday April 7, 10:00 - 11:00 a.m., in Meeting Rooms A & B. For more information, please see the brochure at http://www.genealogycenter.org/Libraries/2012_Brochures/Census.sflb.ashx. Please register in advance for any or all of these classes by calling 260-421-1225 or send an email to Genealogy@ACPL.Info.

Family Tree Maker Training Sessions

Struggling with your Family Tree Maker software? Have a few questions you need answered? Or just starting with the system and wondering where to begin? Ponder no more! The Genealogy Center is offering a series of training sessions to walk you through the features of this popular genealogy program. Taught by Cynthia Theusch, these training sessions will be on Wednesdays, twice a month from March to mid-June, and vary in length, depending on the aspect of the software that is to be covered. The sessions are:

SESSION 1: GETTING STARTED

Wednesday, March 14, 2012, 4:00 - 4:30 p.m.

SESSION 2: PEOPLE (FAMILY AND PERSON TABS)

Wednesday, March 28, 2012, 10:00-11:00 a.m.

SESSION 3: PLACES

Wednesday, April 11, 2012, 2:30 - 3:30 p.m.

SESSION 4: MEDIA

Wednesday, April 25, 2012, 2:30 - 3:15 p.m.

SESSION 5: SOURCES

Wednesday, May 9, 2012, 2:30 - 3:00 p.m.

SESSION 6: PUBLISH

Wednesday, May 23, 2012, 2:30 - 3:30 p.m.
SESSION 7: WEB SEARCH
Wednesday, June 13, 2012, 4:00 - 4:30 p.m.

All sessions are a hands-on learning experience in the library's Computer Classroom. Remember to bring a flash drive so that you can save your work and bring it next time. Space is limited and registration is required for these free sessions, so call 260-421-1225 or email Genealogy@ACPL.Info today to register!

Beginners' Workshop

The Allen County Genealogical Society of Indiana is pleased to offer "Getting Started in Family History & Genealogy Research," on Saturday April 14, 2012, from 9:00 am to 12:00 Noon, in Meeting Rooms AB. This three-hour workshop, presented by Margery Graham, will show one how to begin a family history search, how to gather and organize information to produce the best results, and how to employ basic research methods. The workshop will end with a tour of The Genealogy Center. The fee is \$10 and pre-registration is required. To register, or to obtain more information, contact Marge at 260-672-2585 or by email at gramar57@aol.com.

Print Card System Streamlined

Beginning immediately, only one print card will be needed in The Genealogy Center to photocopy pages from books or to print documents from the research computers. Cost for each service is 10 cents per page. Allen County Public Library cardholders may use their regular library card as their print card. Out-of-town visitors or others who do not have ACPL cards may get a \$1 print card from a vending machine in The Genealogy Center. More money may be added to the cards at the same machine, using \$1 or \$5 bills. Put your coins in your piggy bank! It no longer is necessary - or possible - to use coins in the photocopy machines at The Genealogy Center.

FamilySearch Price Increase

As of February 15, 2012, FamilySearch has increased the price of film loans. This increase is due to the increase in shipping and handling as well as the increase in the cost of microfilm stock. The new pricing is below.

- Short-term Film Loan--\$7.50
- Short-term Film Loan Extension--\$7.50
- Extended Film Loan--\$18.50
- Microfiche Loan--\$4.75

As you plan your next visit to The Genealogy Center, you may want to consider ordering some microfilms from FamilySearch ahead of time to complement the genealogical and historical records already at your fingertips in The Center.

Out and About

Curt Witcher

March 24, 2012, Carlsbad, CA--North San Diego County Genealogical Society. All day seminar will cover the following topics: "Fingerprinting Our Families: Using Ancestral Origins as a Research Key," "Doing the History Eliminates the Mystery!" "Historical Research Methodology: Engaging the Process to Find All the Answers," and "Effective Use of the Allen County Public Library Genealogy Center."

Area Calendar of Events

Allen County Genealogical Society of Indiana (ACGSI)

March 14, 2012--Allen County Public Library, 900 Library Plaza, Fort Wayne, Indiana. 6:30 p.m. refreshments and social time, 7 p.m. program. ACGSI members will present: "Sharing Stories of the Family Heirlooms."

Allen County-Fort Wayne Historical Society, 302 East Berry, Ft. Wayne, IN

March 4, 2012, 2 p.m. Mark GiaQunita will be speaking on, "Going to 'The Lake' in Northeast Indiana."

Driving Directions to the Library

Wondering how to get to the library? Our location is 900 Library Plaza, Fort Wayne, Indiana, in the block bordered on the south by Washington Boulevard, the west by Ewing Street, the north by Wayne Street, and the east by the Library Plaza, formerly Webster Street. We would enjoy having you visit the Genealogy Center.

To get directions from your exact location to 900 Library Plaza, Fort Wayne, Indiana, visit this link at MapQuest:

<http://www.mapquest.com/maps/map.adp?formtype=address&addtohistory=&address=900%20Webster%20St&city=Fort%20Wayne&state=IN&zipcode=46802%2d3602&country=US&geodiff=1>

>From the South

Exit Interstate 69 at exit 102. Drive east on Jefferson Boulevard into downtown. Turn left on Ewing Street. The Library is one block north, at Ewing Street and Washington Boulevard.

Using US 27:

US 27 turns into Lafayette Street. Drive north into downtown. Turn left at Washington Boulevard and go five blocks. The Library will be on the right.

>From the North

Exit Interstate 69 at exit 112. Drive south on Coldwater Road, which merges into Clinton Street.

Continue south on Clinton to Washington Boulevard. Turn right on Washington and go three blocks. The Library will be on the right.

>From the West

Using US 30:

Drive into town on US 30. US 30 turns into Goshen Ave. which dead-ends at West State Blvd. Make an angled left turn onto West State Blvd. Turn right on Wells Street. Go south on Wells to Wayne Street. Turn left on Wayne Street. The Library will be in the second block on the right.

Using US 24:

After crossing under Interstate 69, follow the same directions as from the South.

>From the East

Follow US 30/then 930 into and through New Haven, under an overpass into downtown Fort Wayne. You will be on Washington Blvd. when you get into downtown. Library Plaza will be on the right.

Parking at the Library

At the Library, underground parking can be accessed from Wayne Street. Other library parking lots are at Washington and Webster, and Wayne and Webster. Hourly parking is \$1 per hour with a \$7 maximum. ACPL library card holders may use their cards to validate the parking ticket at the west end of the Great Hall of the Library. Out of county residents may purchase a subscription card with proof of identification and residence. The current fee for an Individual Subscription Card is \$70.

Public lots are located at the corner of Ewing and Wayne Streets (\$1 each for the first two half-hours, \$1 per hour after, with a \$4 per day maximum) and the corner of Jefferson Boulevard and Harrison Street (\$3 per day).

Street (metered) parking on Ewing and Wayne Streets. On the street you plug the meters 8am - 5pm, weekdays only. It is free to park on the street after 5pm and on the weekends.

Visitor center/Grand Wayne Center garage at Washington and Clinton Streets. This is the Hilton Hotel parking lot that also serves as a day parking garage. For hourly parking, 7am - 11 pm, charges are .50 for the first 45 minutes, then \$1.00 per hour. There is a flat \$2.00 fee between 5pm and 11pm.

Genealogy Center Queries

The Genealogy Center hopes you find this newsletter interesting. Thank you for subscribing. We cannot, however, answer personal research emails written to the e-zine address. The department houses a Research Center that makes photocopies and conducts research for a fee.

If you have a general question about our collection, or are interested in the Research Center, please

telephone the library and speak to a librarian who will be glad to answer your general questions or send you a research center form. Our telephone number is 260-421-1225. If you'd like to email a general information question about the department, please email: Genealogy@ACPL.Info.

Publishing Note:

This electronic newsletter is published by the Allen County Public Library's Genealogy Center, and is intended to enlighten readers about genealogical research methods as well as inform them about the vast resources of the Allen County Public Library. We welcome the wide distribution of this newsletter and encourage readers to forward it to their friends and societies. All precautions have been made to avoid errors. However, the publisher does not assume any liability to any party for any loss or damage caused by errors or omissions, no matter the cause.

To subscribe to "Genealogy Gems," simply use your browser to go to the website: www.GenealogyCenter.org. Scroll to the bottom, click on E-zine, and fill out the form. You will be notified with a confirmation email.

If you do not want to receive this e-zine, please follow the link at the very bottom of the issue of Genealogy Gems you just received or send an email to kspears@acpl.lib.in.us with "unsubscribe e-zine" in the subject line.

Steve Myers & Curt Witcher, co-editors