

Instructions for the Progress Tracking Sheet for new FamilySearch

The following brief instructions appear on the tracking sheets.

Family numbers correspond with husband's number on pedigree chart. (Explained in more detail below.)

D = Duplicate records combined in one folder

E = Edited (5 Generation tracking sheet only)

O = Ordinances completed

Place check in column as the task is completed

Place ? in column if research needed

Additional Tracking Options

Add C [or check] in **E** column if contributor available for email contact

Add N in **O** column if ordinances needed

Methodology

- Print a 5-generation pedigree chart from PAF or other genealogy program
- Attach a tracking sheet to the pedigree chart – You can give the pedigree chart and the tracking sheet the same number
- Each person on the pedigree has a number from 1 (beginning person) to 31 (the maternal 2nd great grandmother)
- Husbands/Fathers always have even numbers
- These numbers appear on the tracking sheet, following the beginning person's paternal line then switch to the maternal line. This helps you to stay in sequence.
 - **EXAMPLE:** The beginning person is #1 and their father is #2 on the pedigree chart, therefore, the tracking sheet begins with #2.
 - The paternal grandfather is #4 on the pedigree chart and appears second on the tracking sheet.
 - The paternal great grandfather is #8 on the pedigree chart so he is the third one on the tracking sheet.
 - The paternal 2nd great grandfather is #16 on the pedigree chart so he is the fourth person on the tracking sheet.
 - The pattern continues until you reach the end of the chart, which is the maternal 2nd great grandfather.