

# GEDCOMs & newFamilySearch

Guidelines for Submission

# When to Submit a GEDCOM

- After you have searched for an ancestor or descendent through the FIND link.
- If your ancestor or descendent is NOT a member of the Church and has NEVER had any Temple work done.
- If your ancestor or descendent has NOT been submitted to the Ancestral File or Pedigree Resource File.
- In other words **MAKE SURE** they are not already in the System.

# How to Prepare a GEDCOM

1. Open your PAF file and select EXPORT from the File Menu.
2. Choose PAF 5 on Export Screen as destination.
3. Checkmark boxes by data you wish to include in the GEDCOM.
4. Choose PARTIAL from Selected Individuals.
5. Click on SELECT button.

Personal Ancestral File - [C:\Practice Jordan Family.paf]

File Edit Add View Search Tools Window Help

New... Ctrl+O  
Open... Ctrl+F4  
Close  
Save As...  
Export...  
Export For TempleReady for Windows...  
Add TempleReady Update...  
Properties  
Backup...  
Restore...  
Check/Repair...  
Delete...  
Print Reports... Ctrl+P  
1 C:\Practice Jordan Family.paf  
2 C:\Practice Matthews.paf  
3 C:\Practice Gertrude.paf  
4 C:\Practice Downer.paf  
Exit

Parents

\* Melville Buckeley Downer-220

Children

1 \* Louise Duner-135  
2 Robert Melville Duner-214  
3 John Charles Duner-215

Export

Export To:

- PAF 5
- PAF 4
- PAF 3
- PAF 2.1 - 2.31
- Ancestral File or Pedigree Resource File
- TempleReady for DOS
- TempleReady for Windows
- PAF for Palm OS® handhelds
- Other GEDCOM 5.5

Char Set: UTF-8

Include:

- Notes
- Sources
- Multimedia links
- Contact information
- Confidential data
- Full Information on living
  - Name on living
- Submitter
- LDS data

Selected Individuals:

- All
- Partial

Individuals: 0

Select

Export... Cancel Help

Export data to a GEDCOM file

RIN: 213 MRIN: 46 M: 1 C: 3

start ALL YOU EVER WAN... Welcome to the Mesa... Personal Ancestral Fil... 8:50 PM

# How to Prepare a GEDCOM con't.

6. On the Find Individual Screen, Highlight the individual to be the Root Person on the export.
7. Click the dropdown arrow on Relationship Filter, choose Ancestors.
8. Click on SELECT button.
9. On Ancestor Screen, make your choices and click OK.

# Find Individual

Sort:  Alphabetical  RIN

213

205 Campbell, Elizabeth Susan	b.1827
206 Rogers, Ella	b.1882
207 Jordan,	b.1908
208 Jordan, Homer	b.1907
209 Jordan, Earnest Dale	b.1910
210 Herrington, Thomas	b.1885
211 Flynt, Samuel C.	b.1892
212 Duner, Sven	b.1892
213 Downer, Gertrude Jane	b.1896
214 Duner, Robert Melville	b.1920
215 Duner, John Charles	b.1920
216 Duner, John Charles	b.1859
217 Hansen, Selma Carolina	b.1861
218 Duner, John Albert	b.1894
219 Olander, Anna Louisa	b.1871
220 Downer, Melville Buckele	b.1851

6.

7.

8.

\* Gertrude Jane Downer-213

Sex: F      AFN:

ID No:

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Birth: 30 Jan 1896      Downers Grove, D.I, USA

Chr:

Death: 21 Jan 1986      Mesa, Maricopa, Arizona, USA

Burial:

---

Baptism: 22 Feb 1977      ARIZO

Endow: 1 Mar 1977      ARIZO

Seal Par:

### Ancestors

Counting \* Gertrude Jane Downer-213 as the first generation, how many generations of ancestors do you want to select?

Number of generations:

For each ancestor, how many generations of descendants do you want to select? (1 = Children, 2 = Grandchildren, etc)

Descendant generations:

In addition to the direct-line spouses, do you want to include the other spouses of ancestors, the other spouses of the selected person, and all spouses of included descendants?

Include spouses

Do you want to include the primary parents only or all the parents of a person?

Include all parents

9.

OK      Cancel      Help

Relationship Filter: Ancestors

Combine filters using:

Field Filter:

Matches:

# How to Prepare a GEDCOM con't.

10. Checkmark - Show results only, on Filter List.
11. List shows Individuals to be exported. Repeat steps 7 & 8 for different choices.
12. Click OK button.
13. On Export Screen click EXPORT button.
14. On Pop-up Screen use down arrow to choose a location to Save GEDCOM.
15. Name GEDCOM file. (delete \*.ged)
16. Click EXPORT button.

### Find Individual

Sort:  Alphabetical  PIN

213

>	124 Downer, Andrew	b.1683
>	126 Downer, John	b.1700
>	128 Downer, Gideon	b.1704
>	132 Downer, William	b.1709
>	135 Duner, Louise	b.1918
>	136 Jordan, James Allen	b.1943
>	137 Jordan, Ann Louise	b.1945
>	169 Downer, Mary	b.1695
>	213 Downer, Gertrude Jane	b.1896
>	214 Duner, Robert Melville	b.1920
>	215 Duner, John Charles	b.1920
>	220 Downer, Melville Buckeley	b.1851
>	221 Summers, Adelaide Fitzena	b.1858
>	222 Downer, Martha Adelaide	b.1883
>	223 Downer, Helen Fitzena	b.1887
>	224 Downer, Robert Buckeley	b.1894

**11.**

\* Gertrude Jane Downer-213

Sex: F      AFN:

ID No:

Birth: 30 Jan 1896      Downers Grove,D,,USA

Chr:

Death: 21 Jan 1986      Mesa,Maricopa,Arizona,USA

Burial:

Baptism: 22 Feb 1977      ARIZO

Endow: 1 Mar 1977      ARIZO

Seal Par: 21 Aug 1981      ARIZO

Father: \* Melville Buckeley Downer      B: 26 Dec 1851

Mother: \* Adelaide Fitzena Summers      B: 1 Mar 1858

Spouse: \* Sven Duner      M: 15 Jun 1918

Spouse:      M:

Relationship Filter: Ancestors

Select      Deselect

Clear      Replace <<

Selected: 322

**12.**

Field Filter: Define

Clear

Matches: 0

Filtered List:  Show results only

<< Prev      Next >>

Save...      Retrieve...

Total: 322

**10.**

OK      Cancel      Edit      Delete...      Help

### Export

Export To:

- PAF 5
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- Notes
- Sources
- Multimedia links
- Contact information
- Confidential data
- Full Information on living
  - Names on living
- Submitter
- LDS data

Filter:

- All
- Partial

Individuals: 322      Select

Export...      Cancel      Help

**13.**

### Export GEDCOM File As

Save in: 3½ Floppy (A:)

Downer

HUNT

**14.**

File name: Practice Gertrude

Save as type: GEDCOM Files (\*.ged)

Export      Cancel      Help

**15.**      **16.**

# How to Submit a GEDCOM

- Go to newFamilySearch and sign in to site.
- Go to Add Information tab and click on Contribute a GEDCOM.
- Follow instructions and use the browse button to link to your GEDCOM.
- GEDCOMs must be small and have completely NEW information.

# Why GEDCOM Submissions are limited and not encouraged

- A large GEDCOM will overload the system.
- If your family has been in the LDS Church for more than a generation they will most likely be in the data base. You need to Find and Link them to you.
- If you add an unnecessary GEDCOM you will duplicate your information. You will spend a lot of time combining family members.

The End

Thank You