



Workshop : Building Your FamilySearch Tree

13 SEP 2025 – by Tim Martin

This PDF is available short-term at <https://timfo.com/fstalk>

This workshop assumes the use of a laptop/desktop web browser – not the FamilySearch mobile App for iPhone, iPad, or Android.

1. [Who is behind the FamilySearch.org](#) website?
2. What is a “world tree” or unified tree?
3. Two other unified trees:
 - a. [WikiTree](#) – FREE : more careful work, documentation, DNA support
 - b. [Geni.com](#) – GeniPro for \$149/year
4. Why and when is the FamilySearch Tree useful?
5. We will be using the current FamilySearch interface – not the new interface in trial mode.
6. Notable features of the FREE FamilySearch website:
 - a. Large Unified Tree: possible connections to others including lineage societies
 - b. Trove of imaged documents: Indexed, not-indexed and Full Text Search
 - c. **Important** : make use of the [FamilySearch Wiki](#)
7. Create an account at familysearch.org
8. Adding yourself if needed to the FamilySearch tree.
9. [Adding your parents, and grand parents as needed](#)
 - a. Use the FamilySearch ID to easily find and cite a person in the FS Tree.
10. View Tree :
 - a. Portrait, Landscape, Fan Chart, Descendancy Table, (skip - First Ancestor)
 - b. Under Options – suggest you at least turn on “Alternate Parents and Spouse”
 - c. Click the plus sign to add a Child or Sibling
11. View Person
 - a. View “Relationship” does not show all relationships!
 - b. Click “Following” to be informed of changes to this person.
12. [Family Search Relative Finder](#) – **Bonus LDS Website** - RelativeFinder.org
 - a. See all/multiple relationships for a deceased person.
 - b. See relationships for a different person.
13. View Person tabs: About, Details, Sources
 - a. About
 - b. Details - in the right-hand column :
 - i. Research Help : Quality Score and hints
 - ii. Search Records
 - iii. Notes
 - iv. Latest Changes
 - v. Tools: Possible Duplicates, Find Similar People and Merge By ID



- c. Details – in the left-hand column
 - i. Vitals
 - ii. Add Event and Add Fact
 - iii. Add Child, Add Spouse, Add Parent, Add Other Relationship
 - iv. Edit Relationships : replacing and deleting
 - d. Sources
 - i. Adding Sources: New Source, New Memory Source, Attach from Memory Source
 - ii. Content that you upload are called “Memories” and can be attached to Facts or Events as Sources
 - iii. All of your uploaded Memories can be found under Memories -> Gallery
 - iv. Rules for [Uploading Memories to FamilySearch](#)
14. The Family Tree tab:
- a. Tree – your ancestral tree
 - b. [Recents](#) – Recently viewed people
 - c. [Find](#) – find an individual in the unified tree
 - d. [Following](#) – who you are Following
 - e. [My Contributions](#) – history of what you have contributed
 - f. [Person List](#) – living people whose profiles you can access
 - g. [Family Groups](#)
15. Identifying and [communicating with FS Members](#) and Collaborators
- a. **All users desiring Chat capability must set their Birth Date as follows:**
 - b. **Click your icon at upper-right: Settings > Account > scroll down to Birthdate**

If we run out of time – propose a followup workshop session for those interested.

For your own use: Here is the FamilySearch Lesson - Table of Contents:

<https://www.familysearch.org/en/fieldops/quick-start-learning-lessons-table-of-contents>