



Ancestor+

Genealogy and Family History by David Holden

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APDL

Ancestor+

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This document last edited on 29/09/26



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Preface

History

Ancestry I was written by Graham Crow some years ago and marketed by Minerva. It was extremely popular, but it was a single-tasking program, written in the days of the Arthur operating system. When RISC OS arrived a new desktop program was needed. Graham began work on an improved Ancestry, but Minerva rejected it, and chose a different approach from another programmer. This was released as Ancestry II.

Ancestry II was not much liked, perhaps because users had become used to Ancestry I. In 1997 it was pointed out to Graham that there wasn't a good family history program for RISC OS so he decided to revive his original replacement for Ancestry I. As the name Ancestry II had already been used by Minerva he provisionally named the new program Ancestry+.

Ancestry+ was first demonstrated, in an unfinished state, at the Wakefield show in 1998, and there was an enthusiastic response from people who saw it. It had been Graham's hope that the program would be ready later that year, but, tragically, he died suddenly and unexpectedly before he completed it.

APDL had been associated with Graham by selling and co-operating with him in the development of some of his other programs, notably the Desktop Suite, MenuBar, Worktop and Tiger. While he was working on Ancestry+ he had expressed the wish that APDL would distribute it, so after his death we agreed to finish the program and market it.

Just before the program was released Minerva Systems declared that they owned the name 'Ancestry' in all its permutations and threatened legal action if it was released with that name. To avoid this and the ensuing aggravation we decided to alter the name to Ancestor+. This in no way acknowledges Minerva Systems' claim to sole ownership of the word Ancestry as applied to computer software, for which they have offered no evidence.

Ancestry or Ancestor+

Graham intended to release Ancestry+ as a direct replacement for Ancestry I and then to develop a new program, provisionally titled Ancestry III, which would have had many additional features. Ancestor+ now has all the functionality that Graham intended for Ancestry+ and much more.

Conventions

This Manual employs the normal conventions used to describe RISC OS programs. It is assumed the user is familiar with these and their computer.

The **Left**, **Middle** and **Right** mouse buttons are referred to as **SELECT**, **MENU** and **ADJUST** respectively. A phrase like 'click MENU over the window' would mean 'position the mouse pointer over the window referred to and press the middle mouse button'. 'Double-click' means press the mouse button twice in rapid succession.

When describing items on menus Link -> Partner would mean slide off the item 'Link' on the menu described to display a sub-menu from which you should select the item 'Partner'.

Ancestor+ has full support for the Acorn Interactive Help system.

Hardware requirements

Ancestor+ was originally designed be used on any RISC OS computer with a minimum of 2Mb of memory and RISC OS 3.1 or better. A hard disc is not essential, but although the program itself does not require one and most databases will fit on a floppy, the amount of material that can be accumulated about the subjects will be limited, especially if you only have an 800K drive. For serious work a hard disc is therefore recommended.

We now recommend at the minimum an A7000 or RiscPC 600 or better with at least 4Mb of RAM as this gives improved screen display and speed. We no longer test current versions of the program on older versions of hardware or any version of RISC OS less than 3.6 so cannot guarantee correct operation with machines with a lesser specification.

Disclaimer

The software and manual, including any additional support programs, are provided 'as is' with no warranty or guarantee as to fitness for purpose, express or implied. APDL offers no warranty concerning security of data entered into this program or the accuracy of results of calculations and reports produced.

Manuals

The Ancestor+ manual is available in both PDF (this file) and in HTML format from the software section of the www.riscos.com website.

Introduction

Installing

Double-click on the !Install program and drag the Ancestor+ icon in the window that opens to a suitable directory on your hard disc. This will install the Ancestor+ program. The example databases are held in an archive which can be opened by double-clicking on !Examples. You can drag the required databases to your hard drive. This archive also contains the !AncConv program which is used to import programs from Ancestry I and II and other formats.

If you have used the example databases to learn about Ancestor+ and have altered them and wish to re-install the originals you can easily do so again from the CD without going through the re-install process for the program itself.

Before you install Ancestor+ do please take note of any 'ReadMe' text files on the CD as these may contain important information not in this manual.

General description

Ancestor+ is primarily a genealogical database.

Various methods can be used to record family history. Before the almost universal use of computers you would probably have drawn a chart on paper in the form of a long scroll or used a cross-referenced card index, or both in combination.

It is possible to keep records in a conventional database, or even a spreadsheet, but these are not ideal solutions. The main difference between a genealogical database and a 'normal' database is that genealogy deals primarily with the relationships between the subjects, children to parents, husbands, wives, etc. When charting a family tree there may be very little, sometimes nothing, known about an individual, just his or her place in the tree and relationships with earlier and later generations.

There must be a way of recording facts about the people, especially the all important 'proofs' or 'sources'. If you want your research to be taken seriously by others then you must provide evidence for the material you include. This would often be references to places and registers where information can be found, or copies, often scans, of documents. Recording 'facts' is not enough, if you want your results to be taken seriously by others you also need to record the sources for the information so that other people can check your research and ensure that your material is accurate.

There is a big difference between genealogy and family history. The former is about discovering and proving family links, tracing bloodlines and ancestors and descendants. The latter is about recording interesting facts and histories of family members. Despite the superficial similarity between them there is a fundamental difference in approach. Most programs are designed to do one job or the other, but what begins as an attempt to record a family tree, the basis of genealogy, can often move into family history if interesting people and events are discovered.

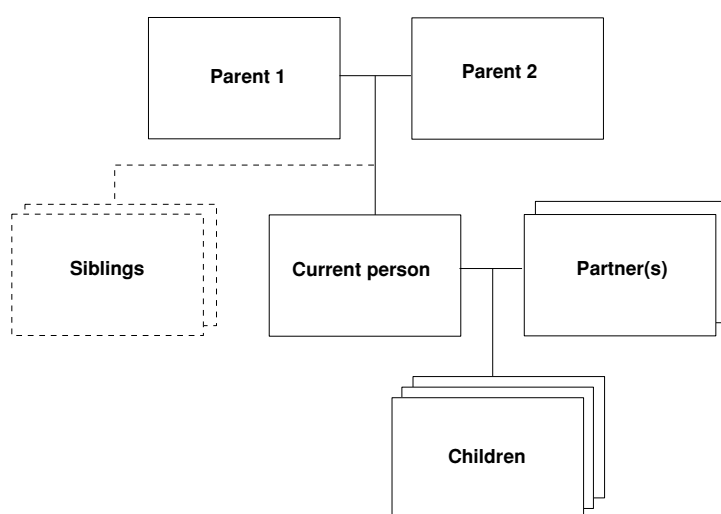
Because Ancestor+ can store an almost infinite amount of material in almost any format about each individual it will not create problems if you decide to move from genealogical research into family history.

User interface

One of the most important considerations when the original Ancestry was designed was that it must be very easy to use, even for someone with very little experience of computers. Ancestor+ follows a similar system, based around a window showing a person and the immediate family members of this person.

A person can have relationships in three directions. First the 'upward' relationship with their parents. Next the 'downward' relationship with children. Thirdly a 'horizontal' relationship with a partner. In this context the term 'partner' could mean wife, husband, or any other similar relationship. These are usually referred to as 'marriages' although when charting a family tree, the legal status of such a relationship is immaterial. In this manual the term 'marriage' is used in the widest possible context to mean a relationship between two people who may be of the same or different sex and who may or may not have entered into any recognised marriage contract.

There may also be indirect horizontal relationships with brothers and sisters. The following illustration is a diagram of these relationships and you can easily see how the main Ancestor+ window on the facing page reflects this.



Although strictly not part of genealogy there may also be partnerships between two people of the same sex or adopted children. To the purist such relationships are irrelevant, but they are part of the historical record of a family so Ancestor+ does not prevent you from creating single sex partnerships or single parent 'families' and allows children to be adopted.

Whereas a person would normally only have two natural parents there could be several marriages and children. To keep the main display compact, children, siblings and spouses are 'stacked' as shown in the simplified diagram. In this diagram the 'Siblings' boxes are shown dotted as they will not be present if there are no brothers and sisters. The Parents' boxes will always exist, as everyone must have two parents, even if either or both of them are unknown.

There may, of course, be no partner or children, and so these boxes would not appear, but for the present we shall assume that they do exist, as otherwise the person could not be part of a 'tree'.

Where there is more than one spouse the children shown (if any) are those from the marriage with the partner at the top of the stack.

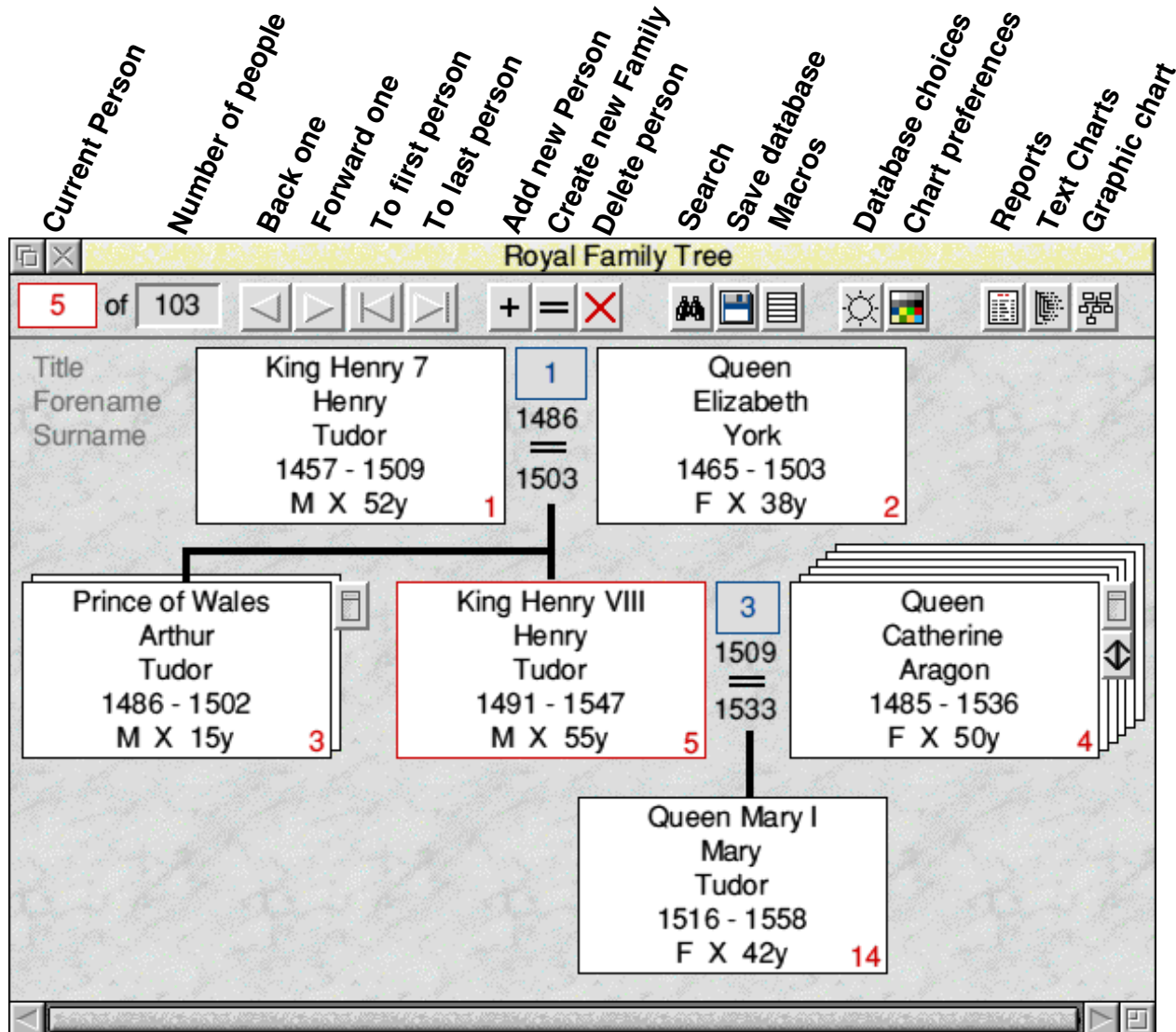
Where there are two or more people in a stack there will be a small 'menu' icon at the top right hand corner. If you click on this a menu will appear containing the names of all the people in the stack. Clicking on any one of these names will bring that person to the top of the stack. If this is the Spouse stack then by bringing that person to the top the display will change to show any children of the union.

Each person has a unique number, allocated as the person's data is entered into the database. This number is not significant of itself, it is just a shorthand way of referring to that person and provides a means to differentiate between people with the same name, not an uncommon occurrence within families. Similarly each 'Family' is given a number. A Family is a family group, and normally (though not necessarily) consists of two 'partners' and any children associated with that partnership, natural or adopted.

Navigation

Supplied with Ancestor+ is an example database called RoyalFam. As you might expect this is an abridged family tree of our Royal Family. This is used in some of the following sections to illustrate how Ancestor+ is used.

Double-click on the RoyalFam database and Ancestor+ will be run and the database loaded. The main window will open with King Henry VIII at the centre. You should be able to understand the relationships between the people displayed from the description in the previous section.



As Henry VIII is the *Current Person* his box is in the centre with a red outline. The information in this box is described in more detail later, but briefly the top line is his Title, the second line his Forename(s), and the third his Surname, as indicated in the top left hand corner of the window. Below this are the years of his Birth and Death.

The first character of the bottom line is Sex (M or F), the second character is Status, in this case it's X, which means dead (eXpired), and this is followed by a number, which is his age. For a living person this would be their present age, if the person is dead it's the age at death. In the bottom right-hand corner of the box is a figure in red. This is the person's number, and for Henry this is 5.

You will see that similar details are displayed for all the other visible people.

In the area between the boxes of Henry VIII and Catherine of Aragon there are some figures. At the top, in a blue box, is the Family Number. Below this, above the two horizontal lines (indicating a 'marriage') is the year of the start of the marriage. Below the line is the year of the end of the marriage. For Henry VIII and Catherine of Aragon these are 1509 and 1533.

You will see that there is one child of this marriage, Queen Mary I.

If you click on the Menu icon at the top left hand corner of Catherine of Aragon's box a menu will appear from

which you can select any of Henry's other wives. The display will then change to show that person at the top of the 'stack' and hence any children of that marriage. You will see that Anne Boleyn's date of birth is 150?. This means that the exact date isn't recorded, but it's between 1500 and 1510. As the date of birth isn't known her age at death can't be calculated, so this is shown as a question mark as well. As you change 'wife' the marriage details between the boxes will change. For Anne Boleyn the Family number is 4 and the beginning and end of the marriage are 1533 and 1536

If you display Anne Boleyn then Queen Mary will vanish to be replaced by Queen Elizabeth, who was, of course, the child of the marriage between Anne Boleyn and Henry VIII

Looking to the left you will see Henry's two siblings. One of these is Queen Margaret, and the short line below her box indicates that she had children, as we shall see shortly.

Click on the Sibling stack menu and select Henry's brother Arthur. You will notice that he was born before Henry and so was the natural heir and so was given the title Prince of Wales. However, he died aged only 15 and so his younger brother Henry succeeded to the throne.

Now bring Queen Margaret to the top of the stack again. Place the mouse pointer anywhere over her box and click SELECT and she will move to the centre and become the Current Person. Many of the details in the main window will now be redrawn. The two people at the top remain the same, as Queen Margaret had the same parents as Henry VIII. Prince Arthur stays in the same place, but clicking on the menu reveals that the second sibling has now become Henry VIII, which is what you would expect since Margaret has moved to the centre of the screen and usurped his previous position.

To the right you will see that Margaret married King James IV of Scotland, and this union is recorded in the database as Family number 9. Their only child is King James V of Scotland, and if you click SELECT over James V's box to move him to the centre you will see his marriage and child (Queen Mary Stuart of Scotland) appear. You will also see that his parents, King James IV and Queen Margaret, have, as you would expect, moved to the top of the window.

You have now seen how to navigate around the family tree in the main window by clicking on the people with close relationships to the current person, and this is the easiest way to move up and down the tree. However, you can also move using the person's number.

At the top left hand corner of the main window, at the end of the 'Button Bar', is a small red bounded box. If you have King James V's box in the centre you will see that the number in this box is 17, the same as the number in James V's box. This number reflects the current person, and you can enter a number here and press RETURN to jump directly to that person. You may remember that Henry VIII's number was 5, so click SELECT over this box on the button bar and the caret will appear there. Use the Backspace, Delete or Copy/End keys in the usual way to delete the 17, enter the number 5, and press RETURN. The window will be redrawn with Henry VIII at the centre, and he will now have now become the current person.

On the left of the button bar are four 'arrow' buttons <, >, l< and >l. As you would expect, these move respectively one number back, one number forward, to the first person in the database, and to the last person in the database. The < and > (single step) buttons conform to the normal RISC OS convention whereby clicking on the buttons with ADJUST rather than SELECT reverses the action, so clicking on the > (forward) button with ADJUST would move one number back. However, clicking on l< and >l with ADJUST does not follow this convention. Instead the current person increases or decreases by 10, allowing you to step backwards and forwards through the database in increments of 10.

Back, forward, first and last refer to the *number* of the person, and this need not have any relationship to their genealogical position as these numbers are allocated by the program when the person's details are entered. In a 'normal' family tree, where people are entered as they are discovered, these numbers might bear no relationship to the dates and relationships of the people. In fact, as information is normally gathered by working from the present day to the past, the numbers will tend to be 'backwards'. As the Royal Family tree was created from data already known the numbers are roughly chronological, and so clicking the l< button will take you back to Henry VII, and clicking the >l button will take you forward to Princess Eugenie and the present day.

Ancestor+ does have tools to enable these numbers to be arranged into a more logical chronological order and these will be described later.

Parents of adopted children

You have seen that clicking on a person with SELECT moves them to the centre of the display. If a person has been adopted the parents shown will be their natural parents, if recorded. Only if the natural parents are not recorded would their adopted parents be shown. To see the adopted parents when natural parents are also recorded hold down the SHIFT key when you click on the person.

Entering data

If you still have the Royal Family database loaded, click MENU over the main window and the Main Menu will appear. Select the bottom item on this menu, 'Clear Dbase', to clear the current file.

Creating a person

First we need people to work with. Click the '+' button on the main button bar and the 'Add new person' window will open. The caret will be placed in the first field in this window, 'Surname'. Type 'Smith' and press RETURN. The caret will move to the next field, 'Forenames'. Type 'John' and press RETURN again. Ignore the 'Bynames' field for the moment, press RETURN again to move the caret to the 'Sex' field. Type 'M' for Male and press RETURN until the caret is in the 'Birth date' field. There are two fields, but for now press RETURN to bypass the first and move to the second (right hand) field and type 12-4-1952. When this is done and the window looks like the illustration click on 'Add' at the top. If you want to alter any of the fields just click the mouse over the one you want to add to or change so the caret appears there. When you click on 'Add' John Smith's details are entered into the database and he will appear in the main window. You will see that his age is calculated and appears to the right of the 'Date of Birth' field. As there is no 'Date of Death' he is assumed to be still alive.

The screenshot shows the 'Edit person' window with the following labels and fields:

- Toolbar:** Mover to first person, Move to next person, Move to previous person, Move to last person, Update data for this person, Close window.
- Person's number:** 1
- Fields:**
 - Surname: Smith
 - Forenames: John
 - Bynames:
 - Title:
 - Sex: M
 - Status:
 - Links: +, -
 - Born: 12-4-1952
 - Present age: 54y 7m
 - Date and place of birth:
 - Died:
 - Age at death:
 - Baptised:
 - Date and place of 'baptism':
 - Buried:
 - Date and place of 'burial':
 - User field dates:
 - User fields:
- Left Sidebar:**
 - Centre in main window
 - Validate dates
 - Open Names window
 - Open Resources dir.
 - Show / edit Notes file
 - Show picture
 - Show / edit Proofs notes
 - Show / edit Links notes

John Smith's box will appear at the centre of the window, showing the details we've entered, name, year of birth, and that he's male and 50 years old.

Above John Smith's box are his parents. We haven't entered their details so they appear as 'Not Recorded', but they must exist, so their boxes exist.

This is rather minimal data to describe a person but it's enough for now. In fact only two items are essential, a name (at least three characters) and sex, M or F. If you don't know the name, for example when you have no

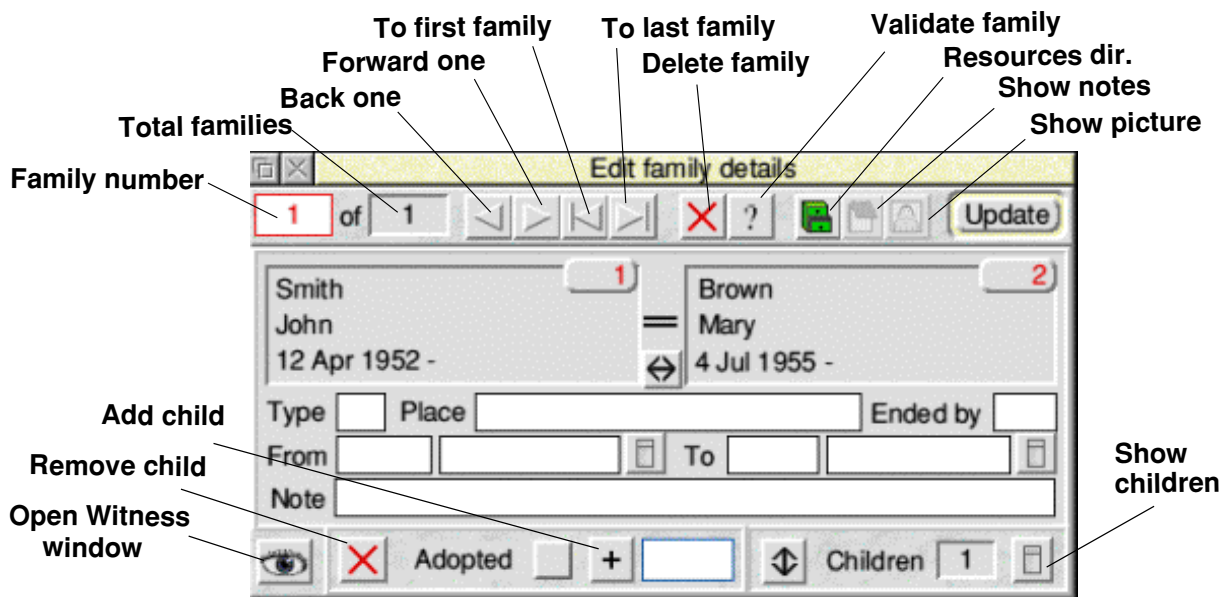
information but you know *someone* existed, you could enter 'Unknown' or a made-up reference to identify the person until you have more data.

Creating a Family

We have invented John Smith, and as genealogy is all about relationships we shall give him some people to relate to.

Click on '+' again and enter in the Surname, Forename, Sex and Date of Birth fields respectively 'Brown', 'Mary', 'F', '4-7-1955'. Click on 'Add' and Mary Brown will appear. This time we're going to create another person straight away, so click on '+' again and enter the next person as 'Smith', 'David', 'M', '3-11-1974'. Click on 'Add' once more, and close the window

The numbers at the left of the button bar show that we are looking at person number 3 (David Smith) and there are three people in the database. You can use the < and > buttons to move between them. We shall now link these three people as a family.



Click the '=' button to the right of the '+' button and the 'Add new family' window will open. Click '<' on the main window's button bar until John Smith, appears. We shall now 'marry' him to the second person, Mary Brown. Click on the number at the bottom right of his 'box' and drag the icon to the red writable icon in the centre left of the Add new family window. His name and details will appear. Now use the '>' button on the main window until Mary Brown appears. Drag her number to the red writable icon on the centre right of the Family window and her details will appear there. Now click on the 'Add' button and they will be linked as a 'Family'. You will see that the main window has changed to show this.

Linking a child

Having linked John Smith and Mary Brown we can now link their child. If you have closed their Family Window then click on the blue Family Number between John Smith and Mary Brown to open it again. Use the '>' button on the main window button bar until David Smith appears. In the centre at the bottom of the Family window is a blue-bordered writable icon. Drag David Smith's number to this and his number will appear in the icon. Now click the '+' button to the left of this icon or press RETURN with the caret in the icon. David Smith's number will vanish and you will see that the 'Children' icon at the bottom right of the window now shows the figure 1.

As before, to finally enter the data you must click the 'Update' button. You now have a basic 'family' of three people, two parents and a child.

To add someone as an adopted instead of a 'natural' child click on the 'Adopted' button so that it is selected *before* you click on the '+' button.

The Child menu

To the right of the icon showing the number of children is a menu button. Click on this and a menu will appear showing the names and numbers of any children in the family. With the example this will have just one entry, '3 David Smith'. If David Smith had descendants of his own there would be a 'bullet' between his number and his name. If he had been adopted there would be a letter 'A' after his number. You can get even more information about the children because if you click on any of the names on this menu their Details window will

open.

Although I have described the way of adding people to a family by dragging their numbers you can just type the number into the relevant icons. However dragging is the best method as you are less likely to make a mistake when you can actually see the person's details in the main window and you can't mis-type the number.

Date checking

When people are linked as partners or children are added to a family checks are made to see that the dates, where known, are 'reasonable'. For example, the date of birth of a child would be checked against the date of birth of the mother, and if the mother was considered too young or too old a warning is given. All the parameters can be set by the user, (see the section on the main Choices window) so if, for example, you are using Ancestor+ to record your dog's pedigree you won't get incessant warnings telling you the mother was only four years old when a child was born!

Checks are also made that it is 'reasonable' for the relationship to exist. For example, you would be warned if you tried to add a child who was already related to a parent in some other way or if you tried to create a partnership between two people who were closely related, eg. siblings or parent and child. Note that such relationships are not disallowed, they *can* happen and so any serious genealogical database must admit them, but you will be warned.

There are two main reasons why a warning about inappropriate dates may be given. You may have tried to create a relationship between the wrong people, and this can easily happen in families where the same names re-occur. You will also get an error if you have wrongly entered a date, for example, the date of birth or date of death of an individual or the wrong date for the 'marriage'.

Validating a family

Although checks are carried out when data is entered there may be times when you want to repeat them at a later date. For example, if a date is altered or a hitherto unknown date entered. The '?' button on the button bar will check all dates to ensure that they fit within the parameters you have specified. If no errors or a single error is found the normal message window will appear to describe the error. If there are several errors it would be tedious to have a series of messages so they are recorded in a text file and a 'SaveAs' window appears so you can save the list of errors and examine them.

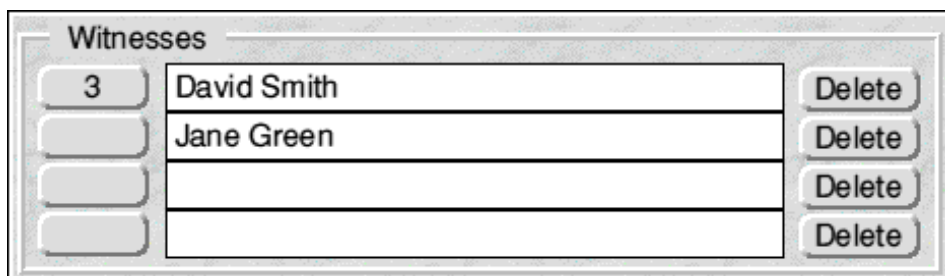
More on the Family window

If you click SELECT on one of the partners' buttons (the one showing their number) then the Details window for that person will open. If you click on the button with ADJUST that person will become the central person in the Main window. If you click on the button with ADJUST while holding down the Shift key then, if the Draw Chart window is open and that person is present in the chart currently being displayed, the chart will scroll to bring that person to the centre of the chart window.

As an alternative if you click MENU on the area of the window showing one of the two partners' details a small menu will appear showing the various operations that can be performed.

Witnesses

The Witnesses window is opened by clicking on the 'eye' icon at the bottom left of the Family window. You can have up to four witnesses. These would normally be the witnesses at a wedding and are often people of interest in a family history context as they are frequently relatives or close family friends.



You can type the names of the people into the writable icons or, if they are in the database, drag their 'number' to the icon and their name will appear there. In this case their number will also appear on the button to the left and clicking on this button will open a window showing details of that person.

To remove a witness click on the 'Delete' button to the right of the name.

If you delete a person from the database who appears as a witness their number will be removed from the

button in the Witnesses window but their name will remain. This is because the name will probably have been obtained from wedding records so will still be valid, it is only the link to the person which will be invalid.

To close the Witnesses window click on the 'eye' button again.

Adding to and Editing data

You have seen how easy it is to create and link people, and it is also easy to amend and expand this data.

Editing a person

To edit a person's details place the pointer over their box in the main window and click ADJUST which opens that person's Details window. This is the same window that is used to enter the original data except that the 'Add' button is labelled 'Update'.

Some fields in this window have already been described, but there are others. 'Birthplace' and 'Place died' are important, where known, as they indicate places where written records of the person are likely to be found.

'Bynames' can be used to note a nickname or other name by which the person might be known but which is not their proper name. The 'Title' field can be used for anything that would help identify the person, like a hereditary title, Judge or Doctor or military rank.

The 'Baptism' and 'Burial' fields can accept two parameters, a date and a some text, normally the place where the event occurred.

The last five fields are 'user definable' and can be used for anything you wish. The method used to set their titles is described in the section on the Choices window.

When you have altered the data click on the 'Update' icon. If you just close the window then any changes that have been made will not be entered into the database. Note that closing the Main Window also closes this window without updating the data.

Field names

The Byname, Title, Baptism and Burial fields do not have to be used for these purposes. Although, throughout this manual, they will be described in this way they can be used for other things if required.

These four fields and the five User Fields can all have their names set in the Database Choices window, and as these names are saved as part of the database these names will always be used when you view it or export data.

More on the Details window

On the left hand end of the button bar are five icons like those in the Main window. They work in a similar way, showing the number of the person whose details are displayed and allowing you to move between people. However instead of altering the main window they show the details for the person chosen. Don't forget that if you have altered any data you must click on Update before moving to another person.

Byname and Title fields

The Byname and Title fields can each hold up to 50 characters, and could be used for name prefixes and suffixes such as ranks (Professor, Captain, Doctor, General, etc.) and qualifications (MD, MP, BA, etc.)

A popular use for the Byname field is to record the married name(s) of a woman. This is because a woman may have used a number of different names during her lifetime, and it is best if the Surname field is used for her original or Maiden name. Putting other surnames by which the person was known into the Byname field means that they will all be visible when you look at this person since you may need to use those names when searching for information about the person.

Baptism and Burial fields

As with the Byname and Title fields these can be used for a variety of purposes. Each has two sections, a date and up to 100 characters of text. The can be used to record significant events which have an associated date., such as Bar Mitzvah.

The importance of Baptism and Burial for genealogical research is that in many countries, such as England, there were no state records of births and deaths. The main source of information will often be parish records, and these will show the points at which a person's life touched the church, namely, baptism, marriage and burial. Frequently there is no evidence at all of the birth or death of a person, the first record of their existence might be the baptism, and from this an approximate date of birth could be inferred.

Although, in theory, the places and approximate dates of birth/baptism and death/burial would be the same, this is not necessarily the case.

For example, in the 19th. century, in the days of the British Empire, it was not uncommon for a person of good family to die overseas and have their body returned to England for burial in the family plot. In such a case it is

important to show that two events (died India, Sept 1845, buried Hampshire, Feb. 1846) refer to the same person.

User fields

There are five 'User' fields in the Details window. These can each contain up to 100 characters of text and each has an associated Date field. The user fields can be used for any purpose you choose. Common uses are occupation, education, military events, in fact, anything you might wish to record.

The 'title' of each of the user fields is set in the Database Choices window which will be described later



Validating a person's dates

The '?' button on the Detail window button bar performs checks on the date of birth and date of death of the person. These are not so exhaustive as those carried out on a family group, but they check that dates are roughly compatible with parents and spouses if the person has been linked into a family. Their main use is not to find slight mismatches but typing mistakes. For example, it's very easy to type '1798' instead of '1978' for a date of birth.



Updating the main display

If you have been editing and altering people's data in the Details window the person whose details you are looking at may not be someone who appears in the main window. If you click on this magnifying glass icon with SELECT then the person whose Details window is open will become the Current Person in the centre of the main window. You will see one particular use for this later when we deal with Searching.

Adding the marriage details

Click SELECT with the mouse pointer over the small square in the main window between two partners showing the Family number and the Family window will open.

At the top right hand corner of each area showing the main details of the two partners you will see a button. This shows the number of the person. If you click on either of these with SELECT then the main display will be redrawn with that person at the centre. If you click with ADJUST then that person's Details window will open. If you click with SELECT while holding the SHIFT key then, if the Chart window is open and that person appears somewhere in it the Chart window will scroll to place them in its centre (see later section on the Chart window)

If you click MENU anywhere over the area showing the person's details a small menu will appear showing you these operations and also enabling you to delete that partner from the family.

At the bottom of the vertical bar between these two areas is a button with '<->' on it. If you click on this button the two partners change places. Ancestry 1, like many genealogy programs, only allowed partnerships between people of different sexes and always showed the male partner on the left. Ancestor+ is not so fussy, so you can choose which way you wish to display them, though the convention is still to have the male partner on the left. However, many people prefer that the person who carries the 'family line' should be on the left, and so Ancestor+ can accommodate this if you prefer it.

You have seen how children are added, and this can be done at any time.

Other fields in the Family window

The 'Place' field is used to record the name of the place where a marriage was performed or recorded. The 'From' and 'To' fields are used to record the date of the start and end of a marriage or partnership.

The 'Note' field can be used to hold any short notes or comments, up to 100 characters, that you might wish to include.

There are two further fields in this window, and the exact form of the data entered in these is deliberately not defined to make the program as flexible as possible. 'Type' can hold only a single letter, and is used to define the style of the partnership. For example, 'M' could be used to mean a conventional Marriage, or 'C' for Common Law marriage. Similarly 'Ended by' is used to define how the partnership was ended. Common codes are 'D' for divorce and 'AN' for annulment. In either case you can invent codes to suit yourself, the type of tree you are compiling, and the relationships you need to define.

Automatic end of marriage dating

There are two special codes which can be entered into the 'Ended by' field which are recognised by the program. These are 'HD' and 'WD', which stand for 'Husband Died' and 'Wife Died' respectively. If you enter either of these then, when you press RETURN after entering the code, the program will look at the appropriate partner's data and, if a date of death is recorded for that person, will copy it to the 'To' date field since if the

partnership was ended by the death of a spouse then date of the end of the partnership is the same as the date of the death of the person.

Even more information

So far we have dealt with quite small amounts of information about a person or family. All this data is held within the actual database and so is instantly available, even for users without a hard drive. However, you may have a lot more material, including pictures, copies of documents, scanned birth certificates, pieces copied from publications, etc., so Ancestor+ lets you store an almost infinite amount of data in any format in a *Resources Directory* and still access it quickly and easily from within the program.

The only limitation on the amount of data that can be stored in a Resources directory is the size of your hard drive.

The Resources Directory



With the RoyalFam database on the Ancestor+ CD you will also see a directory named 'RoyalRes'. This is the Resources Directory for the Royal Family database.

Run the Royal Family database again, making sure that the RoyalRes directory is in the same directory as the RoyalFam database itself. Click ADJUST on Henry VIII to open his Details window. On the button bar to the left of this window are three icons, a green filing cabinet icon, one representing a notebook and another representing a picture. If the RoyalRes directory was in the same directory as the RoyalFam database then none of these icons should be 'greyed out'.

Click on the 'picture' icon and a picture of Henry VIII will be loaded into !Paint. If you click on the 'notebook' icon a short text file will be loaded into your text editor.

To see where these have come from, click on the 'filing cabinet' icon. This opens the directory that had been created in the Resources directory especially to hold additional material for Henry VIII. You will see that it contains two items, a Spritefile named 'Picture', and a Textfile called 'Notes'. When you click on the notebook button the textfile 'Notes' in the directory allocated to that person is loaded into your text editor; when you click on the picture icon the spritefile 'Picture' is displayed.

The Family window has three similar icons at the right hand end of the button bar. These do not share the same directory as the ones in the Details window. The Family window's buttons access a completely different sub directory of the Resources directory, so the Notes and Picture file here will be those pertaining to the Family, and not to the individual person.

The 'Notes' file can contain anything relevant, how you use it is up to you. The suggestion is that it should be what its' name suggests, a few short notes about the person suitable for incorporating into reports. Similarly the picture would usually be of the person him- or herself. As the person (or Family) has an entire directory allocated to you can, in addition, store dozens of different files, of any type, if you wish.

The Proofs and Links files

These are additional textfiles which may be present in the Resources directory and they are accessed, like the Notes file, by clicking on the appropriate icon.

The Proofs file is intended to contain notes about where you obtained evidence for the information you have gathered about the person. Of course, you can put lots of other evidence in the Resources directory, scans of birth or death certificates, military or other records, sections copied from various documents, etc. The Proofs file would normally be used to hold brief notes about what evidence you have and where it was obtained. For example, details found of a christening in a parish register, inscription on a tombstone, etc.

It is best to be methodical about the organisation of your resources. A good strategy is to create specific sub-directories inside the resources directory for each person. For example, you could create a sub directory called 'Sources' in which you could store detailed data, including photos, document scans, etc., supporting the information you have discovered about the person. The Proofs textfile would then summarise this data.

The Links file would hold short notes about people linked to using the Softlink option. This will be described later.

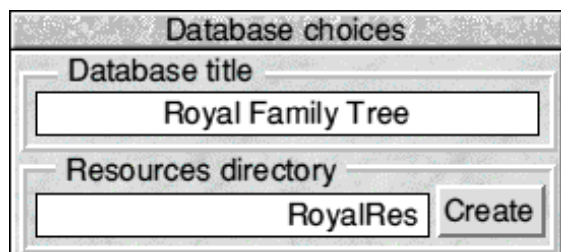


Creating a Resources directory

The Resources directory can reside anywhere, but it is best if it is placed in the same directory as the database with which it is associated.

To see how Ancestor+ knows where to find the Resources directory open the Database Choices window by clicking on the button on the main window button bar which looks like a circle with spikes radiating from it. This is described fully later, but for the moment look at the second item which sets the Resources directory for

the database. With the Royal Family this is 'RoyalRes'. As a 'bare' directory name is used Ancestor+ will expect to find the Resources directory in the same directory as the actual database. You can specify a full path and directory name, but the advantage of a simple directory name is that if you move the database and its resources to another drive there is no need to change it. If you specify a full pathname then moving the Resources directory, or changing the name of the drive or any directory in the path would mean that Ancestor+ would be unable to find it.



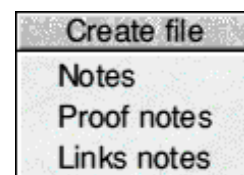
A Resources directory can have any name but it's best to use something suggesting its link to the database. If it's going to be in the same directory as the database just type the name of the directory into the second icon in the Database Choices window and click on 'Create'. If you want the full path to be used then create the directory in the usual way from the Filer menu and drag the new directory icon to the the icon in the Database Choices window. The full pathname will appear there, and you can then click on the 'Set' button to record the name.

Using the Smith database you could create a directory called, for example, 'SmithRes'. If you click ADJUST on John Smith to open his Details window you will see that the picture and notebook icons are 'greyed out' and can't be selected, telling you there's no Notes or Picture for John Smith. Now click on the filing cabinet icon. If you've created a Resources directory and set it in the Choices window correctly a window will appear telling you it can't find the sub-directory and asking if you want to create it. Click on 'Create' and the sub-directory will be created and a filer window will open ready for you to put data into it. If you made a mistake specifying the Resources directory the message would say that the program couldn't find the Resources directory.

Creating a Notes file

Now use !Edit or any other text editor to write a short textfile. It can just contain a line or two, for example, 'This is John Smith's Notes file'. Save it, using the name 'Notes', into the directory opened when you clicked on the filing cabinet icon (if you've closed this you can open it again). Now close the Details window and re-open it. This time you should find the notebook icon is no longer 'greyed out'. If you click on this the Notes file you have created should be loaded into your text editor.

In fact there's an even easier way to create a Notes, Proofs or Links file. If you click MENU over the filing cabinet icon a menu will appear from which you can select which type of file you want to create, Notes, Proofs or Links. If you select one of these then the file will be created and loaded into your text editor ready for you to enter data.



Deleting people and breaking family links

You have seen that information can easily be changed, added to and corrected, but so far we haven't dealt with the most drastic alterations, breaking up incorrect families (marriages or parent/child links) and deleting people.



Deleting people

Near the centre of the button bar on the main window is a button with a large red cross. This will delete the current person (the one in the centre of the window). However, you can't delete anyone while they have links to other people, whether these links are to a spouse or to parents. The first step must be to break any family links.

Although deleted people are not removed from the database any Soft links from other people are automatically removed when a person is deleted.

Removing children from a family

To break a link between a person and their parents open the Family window for the family where the person is a child, ie. their parents Family window. At the bottom left hand corner of the window is another button with a red cross. If you click on this a menu will appear showing the names of all the children in red. If you click on any name on this menu the child is 'unlinked' from the family. Note that the child isn't deleted from the database, the person's record is not altered, they are just no longer associated with that family.

You will need to repeat this for a second family if the child had also been adopted.

Removing a spouse from a family

This is not something that you would normally need to do but it may happen if you create a family and subsequently discover that you have 'married' someone to the wrong person. If most of the other data is correct it will be much quicker to remove the 'wrong' spouse than dissolve the entire family and start again.

If you click MENU over the area of the Family window with the spouse's details a menu will appear. The last item on this is 'Remove'. If you select this then, after a prompt for confirmation, the selected spouse will be removed from the family.

After the spouse has been removed you will be asked if you also wish to delete the marriage details. This is not done automatically as it is possible that all the details could be correct but only the actual person is wrong, for example, if you have two people of similar age with the same name and used the wrong one in the family.

Important: Unlike many other operations within the Family window this operation **cannot** be undone and is enacted as soon as you choose 'Yes' in the confirmation window.

Breaking up a family

To dismantle a family completely you can click on the red cross near the centre of the Family window button bar. This will break **all** of the links, children and partners. Once again the people aren't deleted, just the links. If a family has been deleted in this way then the number will be re-allocated the next time you create a new family.

Un-deleting people

As previously explained, when a Family is deleted once the links are broken there is no way to restore them and its number is re-allocated the next time you create a new Family. However, a deleted person remains in the database. A deleted person will not normally be found during searches or appear in reports and charts, and if they appear in the main display no details are shown, just the word 'DELETED' in the centre of the box.

The Details window for a deleted person can be displayed just like anyone else. The difference is that the word DELETED appears in red at the top left of the window, overwriting the 'Surname' legend, and the button which is normally labelled 'Update' says 'Restore'.

As you might assume from this label this means that the person can be 'un-deleted' by merely clicking on this button.

The process of deleting a person does not remove them from the database, it just 'hides' them from most reporting and charting functions, and as they are not linked in any way into the tree structure they do not appear if you move about the tree by clicking on people's boxes. However, they will appear if you use the '<' or '>' buttons in either the Main window or the Details window. There is also a special search method for finding deleted people which is described in the section on Searching.

You could use this feature to enter people whose details you know but where you are not sure if they actually

have any links with the family. If you discover a link later you can un-delete them and join them to the tree.

Purging deleted people

As deleted people remain in the database there needs to be some way to 'purge' them. There is no direct way to do this, but it is easy to re-use them when entering new people.

When you wish to enter the details of a new person, instead of clicking on the '+' Add new person button open the Details window for a deleted person. Click on 'Restore' to un-delete them. You can now enter the data for the new person as usual, and this will replace the person you have deleted. (See the later section on Searching for instructions on how to find deleted people).

To make this easier, if you press F9 all icons in the window will be cleared ready for you to enter new data. This can be done at any time, not only after un-deleting.

The 'Undo' function

If you press **F8** when either the Details window or the Family window is opened then the contents of the window are restored to the state they were when you last clicked on the Update button. It can therefore be used as an Undo button *provided* you haven't clicked on Update first.

This can be especially useful if you enter a lot of data and then discover you've typed it into the wrong person's window!

Obviously **F8** will also undo the effects of mistakenly pressing **F9**.

More on dates

Ancestor+ is a British program so it uses British date conventions. Dates are in the form dd-mm-yyyy. By default Ancestor+ uses a dash, '-', as a separator when showing dates as this is always clear and unambiguous, but when you enter them you can use a full stop or forward slash (/) if you prefer. If you would rather have dates shown using a full stop or '/' separator this can be set in the main Choices window as will be shown later.

Uncertain dates

I have already shown how a question mark, '?', may be used in a date to indicate uncertainty. Although it occupies one field, a date could be regarded as having three 'sub-fields', day, month and year. Ancestor+ can accept a '?' in the day and/or month sub-fields if either or both of these are not known. It can accept a '?' in all or part of the year sub-field, but the query or queries *must* be in the least significant years. You could enter '175?' or '17??' for a year, but not '1?57'. You should not mix '?'s and figures in day or month sections.

It is acceptable to enter day and month while having a query in the year. This might happen if a person's birthday is known but not their birthdate.

As well as numbers you can enter a 'G' or 'J' suffix to a date to indicate Gregorian or Julian calendar.

Some early records may indicate dates only by year and 'quarter'. Ancestor+ can accept a date in the form "Q2,1645" which would be interpreted as the second quarter of the year 1645

Date modifiers

I have explained how a '?' can be used in the last digit or last two digits of a year to indicate uncertainty, but this is rather crude, and would normally only be used where there is little information about the true date. Ancestor+ therefore has more subtle means to indicate an inexact date.

To the right of the date of birth and date of death fields in the Details window and the date fields in the Family window is a menu button. This displays a menu showing the various date modifiers which can be used.

These are -

- A - After
- B - Before
- C - Circa (about)
- E - Estimated
- + - may be the given year or the year after (ie. year or year+1)

and in the date of death field only -

- Q - Quick, ie. known to be still alive

If you select any of these then it will be shown in the icon to the left of the actual date. Instead of selecting them from the menu you can type directly into this field (normally much quicker when entering data). There is no need to type the complete word, only the first letter is significant, although the whole word will always be shown for clarity.

Date codes
- None -
B - before
A - after
C - circa
E - est.
+ - plus 1

Searching and Search Lists

You have seen how information can be put into the database and later we shall look at the various way you can use Ancestor+ to create charts and reports of the data. First I shall describe the Search facilities because the creation of a Search List is often the first stage in compiling a Report.

Simple Searching



If you click on the 'binoculars' button the Search Window will open. This lets you search for a particular individual or create a 'search list', which is a list of people that have been found during a search or consecutive searches. Search lists are crucial to the way Ancestor+ produces reports, exports sub-files, etc. so you need to understand how they are created.

The simplest search, finding a person by name, is very easy. There are two icons in which you can type names. Beside them are 'menu' buttons from which you select which field(s) in the record will be searched for each name. 'Either' means that if either name is matched a find is flagged. 'Both' means that both words must match. Obviously if you only enter one word these don't apply.

The hash symbol (#) is used as a wildcard and will match any character.

For example, to find 'John Smith' put 'John' in the first box and set the field to 'Forename'. Now put 'Smith' in the second box and set the field to 'Surname'. Click on 'Both' and then 'Search'. If you had selected 'Either' you would find anyone with a forename of 'John' or a surname of 'Smith'.

The fields (or names) don't have to be different. You could put slightly different versions of the same surname (eg. Smith and Smythe) in each box, select 'Surname' for each and the 'Either' button.

If you terminate a search string with a '\' it will only find words which end at that point. eg. 'Louis\' would find 'Louis', 'Louise', etc, but 'Louis\' will only find 'Louis', and 'Brown\' will ignore Browning, Browne, etc.

'Next' finds the next match (but see below) and 'Prev' the previous.

Adding people to the Search List

When a match is found the normal situation is that the Details window for the person will open. You can then use the magnifying glass button in that window to make the main display 'goto' the person if you wish. If you click on 'Add' the person is added to the 'Search list'. This is a list of people that have been 'found', and is crucial when compiling reports, etc. If the person is already on the list clicking on 'Remove' will remove them.

'Clear' clears the search list. Repeat searches will add finds to the existing list, so it is important to remember to clear it before starting a new search.

To see the people on the list click on the 'menu' icon. If you click on someone on this menu their Details window will open.

The Search list can hold up to 1,000 people, but because of memory constraints at present the menu can only display 250 names. If you have more than 250 people on the list you will not be able to use the menu.

When clicking on 'Add' or 'Remove' it's the person whose Details window was opened last that is added/removed from the list NOT the person last found. Normally these would be the same as a search opens the Details window, but not always, so you need to be aware of this. This method of operation is intentional, because it means you can add any person to the list or remove them just by opening their Details window and clicking on Add or Remove without having to actually search for them.

Similarly 'Next' and 'Prev' search forward and backwards from the person whose Details window was last opened.

The 'Add all' button quickly creates a search list without needing to repeatedly click the 'Add' button. If this is selected all matches are automatically added to the search list without requiring any further action from the user or opening the Details window.

Another way to add a person to the search list is to drag their number from the bottom right hand corner of their 'box' to the area of the 'Add' button in the search window.

Search Filters

Searching for a person or people by name or other word(s) in a field is all very well, but there may be times when you want a more complex search to find all the people who fit a certain profile whatever their name. This is done by using the *Filters* section of the search window.

If you select 'Filters' or click on the 'toggle size' icon on the Search window the lower part of the Search window will appear. Because this is a very powerful system it's rather complex, but it does allow very precise searches to be made.

The top section works just as before, and you can use Filters in conjunction with the top two fields to find a person or people with a certain name and some other features (eg. born or alive in a specific period) or you can leave the top fields blank and find the people who conform to the Filter characteristics regardless of name.

For the Filter to work you have to select the Filter button.

Most options are self evident, but some are mutually exclusive. The program doesn't try to second-guess the user, so be careful what you ask it to search for.

'Writable' fields are active only if you have entered data in them. If left blank they are ignored.

The three radio buttons at the top left of the area, Male, Female and Either, do what you'd expect. If Male is selected only people defined as Male are found. If Female is selected then only people defined as Female are found.

If you enter a number in the 'Lived less than' or 'Lived more than' fields then only people who conform are found. These can be used separately (eg. to find children who died in infancy or find only people who lived longer than a certain age) or together (eg. to find everyone who died aged between 20 and 30).

Place of Birth is obvious. A place of death option was considered but I didn't want to add too many complications and place of birth is more likely to be useful in finding a family group.

If you enter a year in the 'Alive during' field then only people whose date of birth is before that year and date of death after it are found.

The 'Born between' fields can be used together or separately. If you enter a year in both then only people born between the two years are found. If you enter a year in the first but leave the second blank then anyone born after the first date is found. If you leave the first blank but enter a year in the second then anyone born before the second year is found.

If 'Has descendants' is selected then only people who have children (natural or adopted) are found.

If 'No links' is selected only people who have no links to parents or families are found. This is extremely useful for creating a list of 'spare' people in the file when you obtain more data to enable you to link them to others.

The User Field icon in the Filters section searches all five user fields. If you want to search individual fields you can select the required field from the menus at the top of the Search window.

'Reset' just clears all the settings.

If 'Find deleted' is selected and Filters is set Deleted people are found. All other search options (except 'Add all' which works as usual) are ignored for this function. This lets you build a search list of deleted people if you want to re-use them.

Saving and Loading data

Saving the complete file

The complete file is saved by clicking on the disc icon on the button bar or from the main menu, following Save -> Save Dbase.



Loading a complete file

An Ancestor+ file is loaded by double-clicking on it or by dragging it to the Ancestor+ icon on the iconbar or to either the Main or Chart window. If the file is in the 'old' format then you will be warned as it is loaded and if you click on 'Continue' the file will automatically be converted into the 'new' format.

Loading CSV

CSV directories containing CSV data exported from !AncConv or Ancestor+ should be dragged to the Main window. Note; drag the *directory* containing the files, not the individual files. Ancestor+ can load (or merge) a CSV 'People' file, but not a 'Unions' file except when it is in a directory with the associated People file.

Loading GEDCOM

GEDCOM files may be loaded by dragging a file (filetype &D78) to the Main window. When you drag a GEDCOM file to the window the dialogue shown will appear. This shows the name of the source file, the title (if any) given to the database and the name of the originating program.

In the centre of the window are shown the names to be used for the various database fields and the GEDCOM tags that apply to those fields. The ones shown are the defaults, and these can be altered if required. You can, of course, enter field names and GEDCOM tags for the User fields.

Normally GEDCOM files contain only very brief notes, but if you believe the file may have extensive notes you can also create a Resources directory to hold this data. Drag the directory icon at the bottom of the window to a suitable filer window and the 'Use' button will become active and ticked. If notes are found they will be placed in this directory in the usual way. Note that the Resources directory will only be created if notes are found. To prevent a Resources directory being created click on 'Use' so that it is unset.

If a field has a date associated with it (DATE sub-tag) the date is placed in the date field and any PLAC or NOTE data will be placed into the main part of the field.

Any ASSO (association) references in the GEDCOM file will be translated into Soft Links, but no sub fields (dates, places, etc.) will be translated as Ancestor+ does not support these for Soft Links.

Note that only GEDCOM 5.5 or equivalent files can be loaded in this way. The GEDCOM files created by Ancestry II must be dealt with by the !AncConv program.

Import GEDCOM file		
File	Work.Anccestor.Family218.RoyalFam	
Title	Royal Family Tree	
Source	Ancestor+	
People		Families
	Name	Tag
Title	Title	TITL
Byname	Byname	NICK
Baptism	Baptised	CHR
Burial	Buried	BURI
User 1		
User 2		
User 3		
User 4		
User 5		
Resources Dir.		
☐ Use	ResDir	
Cancel	Click OK to begin	OK

Merging files

If an Ancestor+ file or a CSV file or directory is dragged to the Main window or the Graphic Chart window while another file is loaded you are offered the option of loading it instead of the current file or merging the two files. If you select the latter then the new file is added to the end of the original and merged with it.

This is extremely useful. It lets you have files for different branches of a family, or start databases for groups of

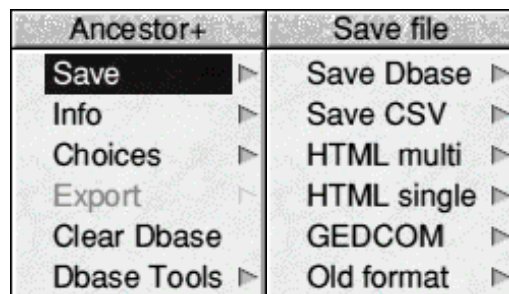
people who might be connected but for whom you have found no link. When required, or if a link is found, the sub-file can be added to the main tree and connecting links made.

In conjunction with the 'Export' feature described next, this lets you transfer people or groups of people between databases.

As every record in an Ancestor+ database has a unique number each new person and family 'merged' has a new number allocated, so their number in the new file will be different from that in the original. If you do want to cross-reference the new numbers will be allocated in order beginning with the next available number in the new database. eg. if there were 200 people in the original database then the 1st merged person would be number 201, the 24th, 224, etc.

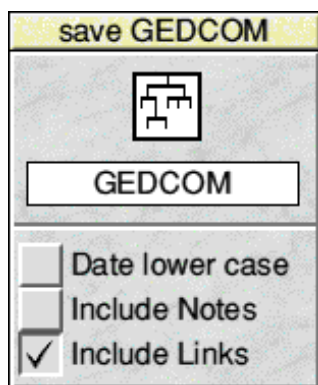
The Save sub-menu

This is found by following Save from the main menu. From here you can save the complete database in a variety of formats including CSV (Comma Separated Value, which can be used to import data into other databases or spreadsheets), GEDCOM or HTML.



Saving as GEDCOM

GEDCOM data is saved in GEDCOM 5.5 format which is the format most widely used by genealogy programs. Despite its limitations and the many variations and distortions of the standard it is still the format that the majority of programs can use for data exchange. For more information about GEDCOM and a very brief description of the file format see Appendix B.



If a Title, Byname, Baptism, Burial or User field has a GEDCOM tag set in the Database Choices window then the tag, followed by the data in the associated field, will be included. For example, if you use User Field 1 for 'Occupation', using the GEDCOM tag 'OCCU' for the field would include the tag followed by any text in that User Field. Baptism and Burial fields use the defined tag as the top level name, followed by two sub-fields, DATE and PLAC into which the appropriate data is placed.

In GEDCOM it is usual for months to be three letters in upper case. Many programs don't adhere to this and capitalised lower case, eg. Jan instead of JAN. If you select 'Date lower case' that is how months will be exported.

'Include notes' will, as you might expect, add any Notes file to a GEDCOM record. Only the first 8K of a Notes file will be included, as GEDCOM is not suited to the inclusion of large amounts of text.

If a person has Soft Links to another person these will be replicated using the GEDCOM ASSOCIATION tag.

A GEDCOM file is saved with filetype &D78. This is the recognised Acorn filetype for GEDCOM, but if you are intending to transfer the file to another operating system you will probably need to add the recognised extension 'GED' (or /GED on an Acorn disc) to ensure that it is understood.

Saving a CSV file

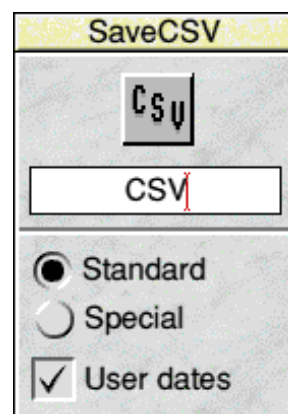
There are two CSV options. Standard saves the whole database, including family details, as a directory containing two files (see Appendix D for more information). The format of these files is slightly changed from that used by very early versions of Ancestor+ and !AncConv, and versions of the program before 2.10 do not export or import Baptism and Burial fields.

These files are not normally suitable for use with any other program, but they are an ideal way of exporting data in a form which can be read in a text editor for diagnostic purposes or for use in file conversion programs.

Custom CSV format

'Special' lets you specify what data is included. This is set in a window found by following Choices -> CSV Format. Click on the fields you want to include to select them. The current layout of this window is saved with the main program choices.

If you open the window by sliding off the item on the menu it will close as soon as you move the mouse pointer away from it. To avoid this click on CSV format on the menu and the window will remain open until you close it.



'Surname/Forename' will produce two separate fields for the name, 'Full name' will produce a single field with the name as normally written, eg. 'John Smith'. If Column Headings is selected then the first line will consist of the field names. 'Date as text' will show dates as '18 Jan 1995' instead of '18/1/1995'. Note that 'special' format CSV files can only include data about the people, not family details. Their main use is to enable you to export data to a spreadsheet or a database which does not support GEDCOM.

Saving as HTML

HTML is a good way of presenting a tree to another person. As HTML is a cross-platform format and almost everyone has a browser capable of displaying this type of file it makes it possible for you to distribute your data in a machine-readable form to people who do not have a computer program capable of displaying one of the other formats.

When saving data in HTML format if you intend to pass it on for viewing on another operating system or if you intend to place it on a CD or on the web don't forget to add a .HTM or .HTML file extension (/HTM or /HTML if saving to an Acorn format disc).

Ancestor+ can save in HTML format either as a single file or as a complex directory structure where every person and family has a separate file. The advantage of the former is simplicity. There is only one file, and hyper-links in the file let you move between the various families and people. The disadvantage is that the file is likely to be rather large, especially if you include User Fields and Notes, and you cannot include pictures.

The multi-file option means that each individual file is quite small as it contains the data for just one person or family. It is ideal if you want to put data on a web site as people who access the site can view just the parts that they are interested in without having to download the entire list.

HTML Single File

An HTML file can contain just people or the people with all their family links. People and families are cross referenced so you can navigate about the file by clicking on the names.

If 'Family links' is not selected then just information about the people will be included without any family details

'Unlinked' includes people who exist in the database but who are not linked into the tree

'Baptism' and 'Burial' will include these fields if required.

'Ref. numbers' will include the reference number of every person. The main use of this (as well as allowing you to check the data) is if you pass on the file to someone and they have material to add about a person they can use your reference number(s) to avoid possible confusion.

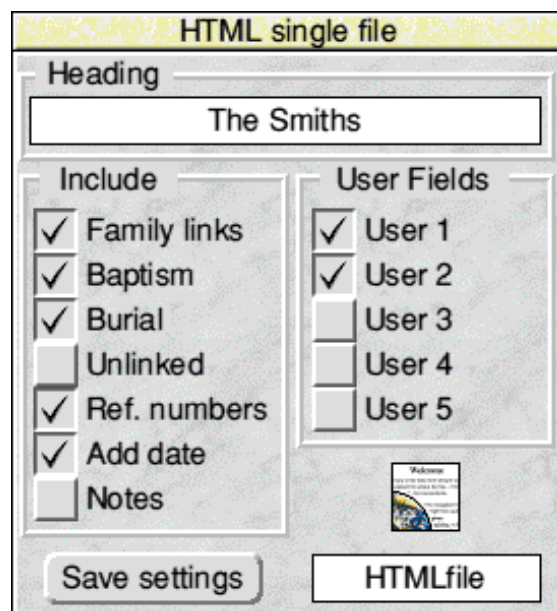
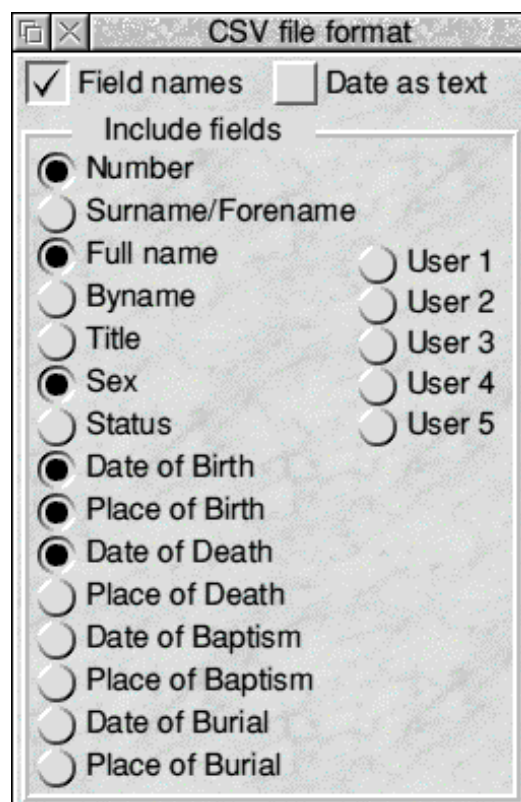
'Add date' will add a line at the start of the file with the date the file was created.

'Notes' will include a Notes file if one exists for that person but only the first 8K is used to avoid the HTML becoming overly large.

If you select any of the User Fields then that field will be included.

If you click on 'Save settings' the the current settings will become the default.

When you have everything set as you wish just drag the file icon to a suitable filer window and the HTML file will be created.



HTML Multi File

The HTML Save window is opened from 'HTML multi' on the Save menu. The multi-file HTML structure consists of an Index page with the names of all the people in the file. Each person is cross-referenced to their own page, and from there to their family page(s) and parents. Because of the multi-file format it is possible to include pictures, both of individuals and families.

At the top is an icon where you can type a heading which will appear at the top of the Index page. By default this is the Database Title is offered. On the left are the items you may wish to include.

'Family links' will create the cross referenced Family files. If this is not selected then only files for the people will be produced without family links.

'Baptism' and 'Burial' will include these fields if required.

'Ref. numbers' will include the reference number of every person. The main use of this (as well as allowing you to check the data) is if you pass on the file to someone and they have material to add about a person they can use your reference number(s) to avoid possible confusion.

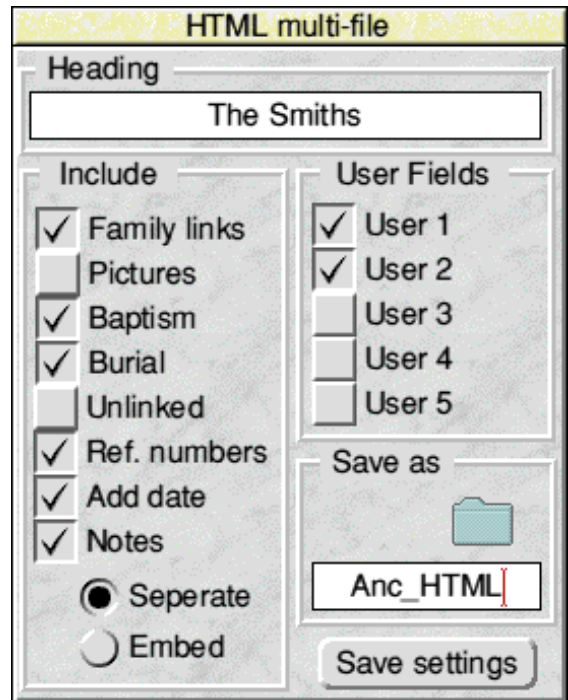
'Add date' will add a line at the start of the file with the date the file was created.

If you select any of the User Fields then that field will be included.

If you click on 'Save settings' the the current settings will become the default.

If 'Notes' is selected then any Notes file associated with a person or family will be included.

There are two options, 'Separate' and 'Embed'. Embed works as for HTML single file so if the Notes file is large only the first 8K is used. Separate will copy the Notes file as a separate file and link to it so it can be much larger.



When including Notes as a separate file it can be a different file from the standard Notes file if required. When linking to a Notes file in this way the program will search the Resources directory for files in the following order

- A file called Notes/htm
- A file called Notes/html
- A file called Notes/txt
- A file called Notes (the standard file).

As you can see this allows you to use a different Notes file in HTML from the standard file. If this is itself HTML then it can contain all the usual HTML tags. You may also wish to remove certain material when posting files on a public forum and this enables you to have a 'public' version of your Notes for inclusion in HTML.

Pictures in HTML files

If you select 'Picture' then a picture of the person or family will be included if one exists. Only certain specific types of picture can be included. The program will look for the files in the following order

- A JPEG called Pic/jpg will be used exactly as it is
- A GIF called Pic/gif will be used as it is (not converted to JPEG)
- A Spritefile called Picture will be converted to JPEG

The program uses !ChangeFSI to convert Sprite files to JPEG so the !ChangeFSI application must have been 'seen' by the filer when you try to create an HTML multi-file with pictures or a warning message will appear. If this happens just open a filer window onto the directory containing your !ChangeFSI application and try again.

Saving the HTML

When everything is set as you wish drag the Directory icon at the bottom right to a suitable filer window and the HTML structure will be created. With a large database, especially if you are including pictures, this can take some time, particularly on older machines, and the resulting structure can take quite a lot of space on your hard drive, perhaps many megabytes. So that your computer is not completely tied up while the HTML is being generated the operation is multi-tasking. A small window will open showing the progress. It also has two buttons labelled 'Pause' and 'Stop'.

If you click on 'Stop' the operation is aborted, after issuing a warning so you have a chance to change your mind. Part of the structure may have been created, but it will not be complete, so you will get errors if you try to use it in this state.

If you click on 'Pause' the operation is suspended. The label on the button will change to 'Continue'. While a HTML structure is being constructed, even if it is paused, although you can do other things on the desktop Ancestor+ itself is 'frozen' and will not respond to any other mouse clicks except closing windows.

When the operation is finished you will find that inside the top level directory are two sub-directories, 'Person' and 'Family', containing the individual files, in sub-directories, and a HTML file named 'Index/htm'. As you might suppose, this is the index for all the people in the database, and this is the only file you need to load directly. If you double-click on this file it will be loaded into your web browser and you will be able to access all the other files from here.

If you wish to delve deeper you will find a structure similar to that used by the Resources directory. A series of sub-directories is created, and each of these contains up to 77 files, one for each person or family, and given the same number as the person or family. This enables you to locate any individual file for viewing or, if you are familiar with HTML, you may wish to edit or amend the files to add or update data without the need to re-create the whole file.

Saving in Old format

This final option on the 'Save' menu enables you to save a file in the format used by versions of Ancestor+ prior to version 3. You should only do this where you want to exchange a file with someone who only has an older version of the program. When saving a file in this form all 'Soft links' are omitted.

Exporting data

When a Search List exists (see section on Searching) the 'Export' item on the main menu is no longer 'greyed out' and you can get access to the Export menu. This is almost identical to the Save menu, including a mirror of the CSV Format window, but instead of saving the whole file, you can save a sub-file of all the people on the search list. From here you can export part of your data as an Ancestor+ file, CSV, GEDCOM or HTML

This is an extremely useful feature as it enables you to 'move' or 'copy' people from one database to another by exporting them as an Ancestor+ sub-file and then 'merging' them with another database.

As you are saving only part of the file only data about the people is included, there are no family links.

In the HTML windows the same 'Family links' button appears as when saving the whole file, but when exporting data if this is selected it just shows the name of any spouses and children with no active links. Also in the HTML windows the 'Unlinked' button will have no effect. It is assumed that if an unlinked person is on the Search List you want them included, so this option is inactive to avoid mistakes.

Reports

Creating Reports

The report window is opened by clicking on the Reports button on the main window button bar and selecting the top item. 'Reports'.

There are no facilities for printing reports directly from Ancestor+. All reports are created in the form of standard Acorn filetypes (text, CSV, etc.). This is much more versatile for the user, who can then print them, where appropriate, by dragging the saved file to a printer driver or loading it into an application. This is especially true of textfiles, as it lets the user set fonts, define page layout, etc. much more easily using their own preferred DTP program, text editor or wordprocessor.

The system makes it easy to create simple reports on all or part of the people and families in the database, but it incorporates some advanced features which let you build custom layouts to suit your own needs.

At the top is 'Scope'. This can be one person, which will be the person whose box is in the centre of the main window, the Search List (which can be viewed by clicking the 'menu' button), or the entire file.

If you click on the menu icon on the right of the middle area of the window the Report Menu will open showing a list of all report templates available. The first four are 'built in' reports, Standard, Std + Notes, Full details and Full + Notes. All produce plain text files. Standard gives a simple report with basic details about the person - names, date and place of birth, date and place of death, number of siblings, family links and children. Full details adds more material, with the names of all siblings, each spouse with marriage dates, and the names of any children of each union. The 'Notes' versions adds the contents of any Notes file to the end of the report.

If 'Include numbers' is selected then, in standard reports, the number of each person is included.

If 'User fields' is selected then, again using the standard reports, the contents of all five user fields will be included.

The example report on the next page was created using 'Full + Notes'.

Normally if you compile a report on more than one person then they are joined together in a single file. You may prefer that each person should be in a separate file. This is particularly useful when creating customised reports using Template files. The 'Multiple files' option puts each person's report in a separate file adding a consecutive number, starting at 001, to the filename. As RISC OS prior to R04 does not allow filenames longer than 10 characters, if the filename you have entered has more than 7 characters it will be truncated to fit.

It is not possible to compile reports on more than 77 people using separate files with any version of RISC OS less than 4 as there is a limit of 77 files per directory. However, some archive filing system such as x-files and SparkFS allow more than 77 files per directory so these could be used.

Everything on the menu after the first four items is generated by a Template File. This is a very powerful and versatile system, but it can be quite complex and many users may never need it, so it is dealt with in a separate section in Appendix A. Clicking on the 'Show' button will open the directory in which these template files are stored. This is in the 'Reports' sub-directory of the User directory inside the Ancestor+ application directory.

An example report

Report on person No. 5

```

-----
Name           Henry Tudor
Byname
Title          King Henry VIII
Date of birth  28 Jun 1491
Place of birth Greenwich
Date of death  28 Jan 1547
Place of death
Parents        Henry Tudor and Elizabeth York
Siblings       Arthur Tudor
               Margaret Tudor

```

Family links

```

Catherine Aragon
From 11 Jun 1509 to 23 May 1533
Children
    Mary Tudor

```

```

Anne Boleyn
From 28 May 1533 to 19 May 1536
Children
    Elizabeth Tudor

```

```

Jane Seymour
From 30 May 1536 to 24 Oct 1537
Children
    Edward Tudor

```

```

Anne Cleves
From 6 Jan 1540 to Jul 1540
No children recorded

```

```

Catherine Howard
From 28 Jul 1540 to 13 Feb 1542
No children recorded

```

```

Catherine Parr
From 12 Jul 1543 to 28 Jan 1547
No children recorded

```

```

HENRY VIII, KING OF ENGLAND AND IRELAND    1509
PRINCE OF WALES                           1503
DUKE OF YORK                              1494

```

The Pope's refusal to allow Henry to divorce his first wife, Catherine of Aragon, led to his break with Rome and his declaration to be the supreme head of the Church in England.

He suppressed the monasteries in 1536 and 1539.

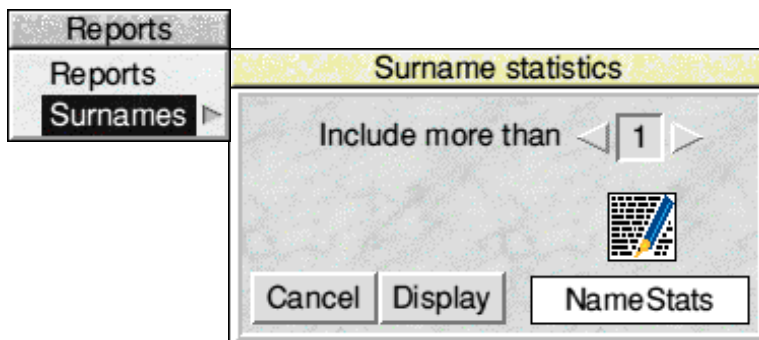
Surname reports

The second item on the Reports menu is 'Surnames'. This leads to a window from which you can compile a report on the statistics of the various surnames found in your database.

The 'Include more than' icon lets you omit names that only occur a small number of times. If you do not set this to at least '1' then every name will appear, even if it only appears once, which is not normally what is required.

If you click on 'Display' the results are shown in a window. If you drag the text file icon to a suitable file window they will be saved as a Textfile.

The following shows a Surname report of the Royal Family tree with 'Include more than' set to '1'



Report on surnames statistics in 'Royal Family Tree'

Total number of people in file - 103

Total number of surnames found - 75

Name	Found	M	F	First	Last
Brunswick	2	0	2	1666	1768
Denmark	3	1	2	1574	1844
Hanover	22	13	9	1629	1869
Orange	2	2	0	1626	1650
Palatine	2	2	0	1596	1619
Phillips	3	2	1	1948	1981
Saxe-Coburg	2	1	1	1786	1819
Stewart	2	2	0	1473	1512
Stuart	11	6	5	1542	1665
Tudor	7	4	3	1457	1537
Windsor	15	9	6	1894	1990

This report compiled using Ancestor+

As you can see this not only gives the number of occurrences of each name in alphabetical order but also breaks the numbers down by sex and gives the date of birth of the person the first and last time the name appears. This is useful as it helps you get a 'picture' of the way the principal surnames in the family change through the ages.

Charts

Text charts



To the right of the Reports button is the first Charts button. This opens a menu from which you can select a Pedigree chart or three types of simple Text chart, Ancestor, Descendant and Full Tree. The windows that appear when you select any of the text charts are similar, and the Descendants window is shown. Pedigree charts are completely different and are dealt with in the next section.

At the top is the person who is the starting point for the chart. This is the person in the centre of the main window unless you select 'Full tree', when the program will find the most distant ancestor and produce a descendant chart from that person. Next is a writable icon where you can type a line of text which will form a heading.

The next icon defines how many generations are plotted. When the window opens this will be the maximum for which the chart can be drawn, and you can alter this using the 'bump' icons. Obviously you can't increase the number above the maximum.

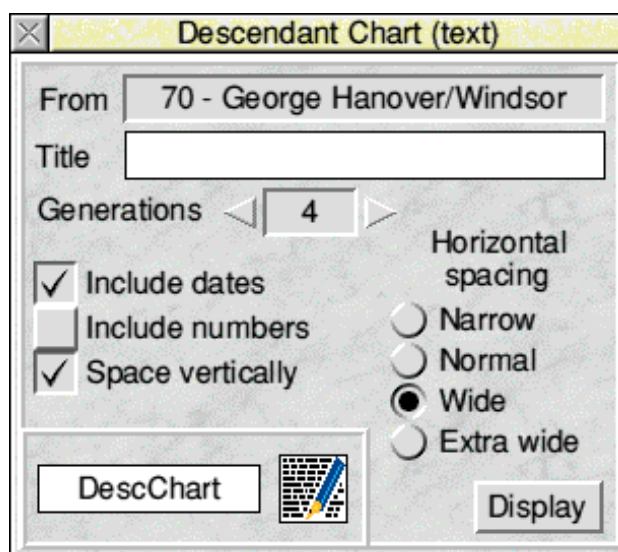
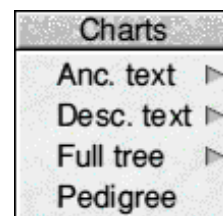
The chart is saved by dragging the file icon after entering a filename.

These simple charts are created in the form of indented textfiles. You can create much more sophisticated colour Drawfile charts (see later) but the advantage of the textfile is that it is very compact, easy to read and can be quickly printed for reference or incorporated into documents.

Generations are displaced horizontally, with the options of showing dates and people's numbers (for easy cross-referencing to the main display). Horizontal spacing spreads the display out. The option chosen will depend upon the number of generations and the width of the paper. Vertical spacing puts a blank line between each person, though this isn't normally required.

If, instead of saving the chart, you click on the 'Display' button the chart is shown in a scrolling window. If you double-click on any of the marriages or people in this window either the Family window or the Details window for that person will open. If you want to save the text file as well then if you click MENU anywhere in this window a menu will appear from which you can save the chart. More about this menu later.

When displaying a tree in this way any operations which would modify the file are disabled. You can therefore open Details or Family windows, but you can't Update the data or add new people or families.



This example descendant chart is taken from the Royal Family tree and shows from King George V to the present day.

```

|-George Hanover/Windsor == Victoria Mary Teck
| 1865-1936          1893    1867-1953
|
|   |-Edward Albert Windsor == Wallis Warfield
|   | 1894-1972          1937    1896-1986
|   |
|   |-Albert George Windsor == Elizabeth Angela Bowes-Lyon
|   | 1895-1952          1923    1900-
|   |
|   |   |-Elizabeth Alexandra Windsor == Philip Mountbatten
|   |   | 1926-          1947    1921-
|   |   |
|   |   |   |-Charles Philip Windsor == Diana Frances Spencer
|   |   |   | 1948-          1981    1961-1997
|   |   |   |
|   |   |   |   |-William Arthur Windsor 1982-
|   |   |   |   |-Henry Charles Windsor 1984-
|   |   |   |
|   |   |   |-Anne Elizabeth Windsor == Mark Anthony Phillips
|   |   |   | 1950-          1973    1948-
|   |   |   |
|   |   |   |   |-Peter Mark Phillips 1977-
|   |   |   |   |-Zara Anne Phillips 1981-
|   |   |   |
|   |   |   |-Anne Elizabeth Windsor == Timothy James Laurence
|   |   |   | 1950-          1992    1955-
|   |   |   |
|   |   |   |-Andrew Albert Windsor == Sarah Ferguson
|   |   |   | 1960-          1986    1959-
|   |   |   |
|   |   |   |   |-Beatrice Elizabeth Windsor 1988-
|   |   |   |   |-Eugenie Victoria Windsor 1990-
|   |   |   |
|   |   |   |-Edward Antony Windsor 1964-
|   |   |
|   |   |-Margaret Rose Windsor == Anthony Armstrong-Jones
|   |   | 1930-          1960    1930-
|   |
|   |-Victoria Alexandria Windsor == Henry Lascelles
|   | 1897-1965          1922    1882-1947
|   |
|   |-Henry William Windsor == Alice Montague-Scott
|   | 1900-1974          1935    1901-
|   |
|   |-George Edward Windsor == Marina Greece
|   | 1902-1942          1934    1906-1968

```

Pedigree charts

This is a type of chart that shows the ancestors of a person. Unlike other charts it show just ancestors, not other relatives. Select 'Pedigree' from the Charts menu and the Pedigree Chart window will open and draw the chart from the current person. This is a rather large window, and unless your monitor is capable of displaying the desktop in 1200 x 1600 you will not be able to open it fully.

Shown opposite is the top half of a chart, taken from the Royal Family database. As this is only the main line most the boxes are blank, but it illustrates how the chart works. On the right is the current person, and lines drawn up and down lead to her parents, Prince Andrew and, out of sight in the illustration, the Duchess of York. Each box gives the person's name and year of birth and death where known and their number. You should be able to see how the various ancestors are linked. On the vertical line leading upwards is a box with a number, which is the number of the Family associated with these three people, and if you click on it the Family Window will open. There are equivalent boxes for every family group.

If you click SELECT in one of the white boxes the display in the Main Window will change to place that person in the centre. If you click ADJUST over one of the boxes that person's Details Window will open. You can therefore display all the information about the various people and families shown in the chart.

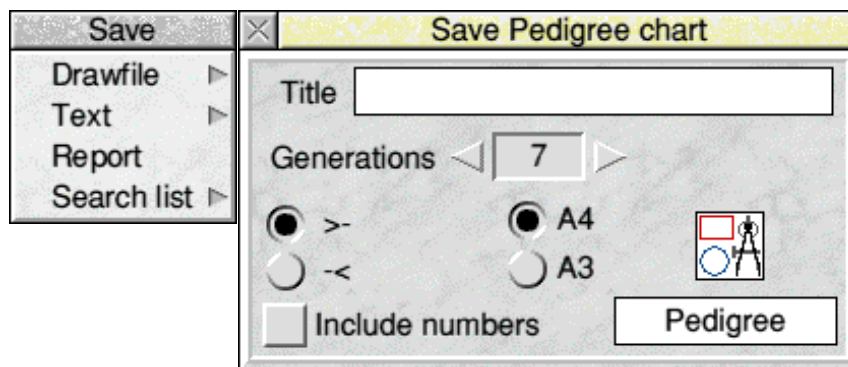
You can move up the tree by dragging a person's number in the corner of their box to the 'root' position box. For example, if you drag the number 70 in King George V's box near the top of the window to Eugenie's box the chart will be redrawn with King George as the root person.

Saving Pedigree charts

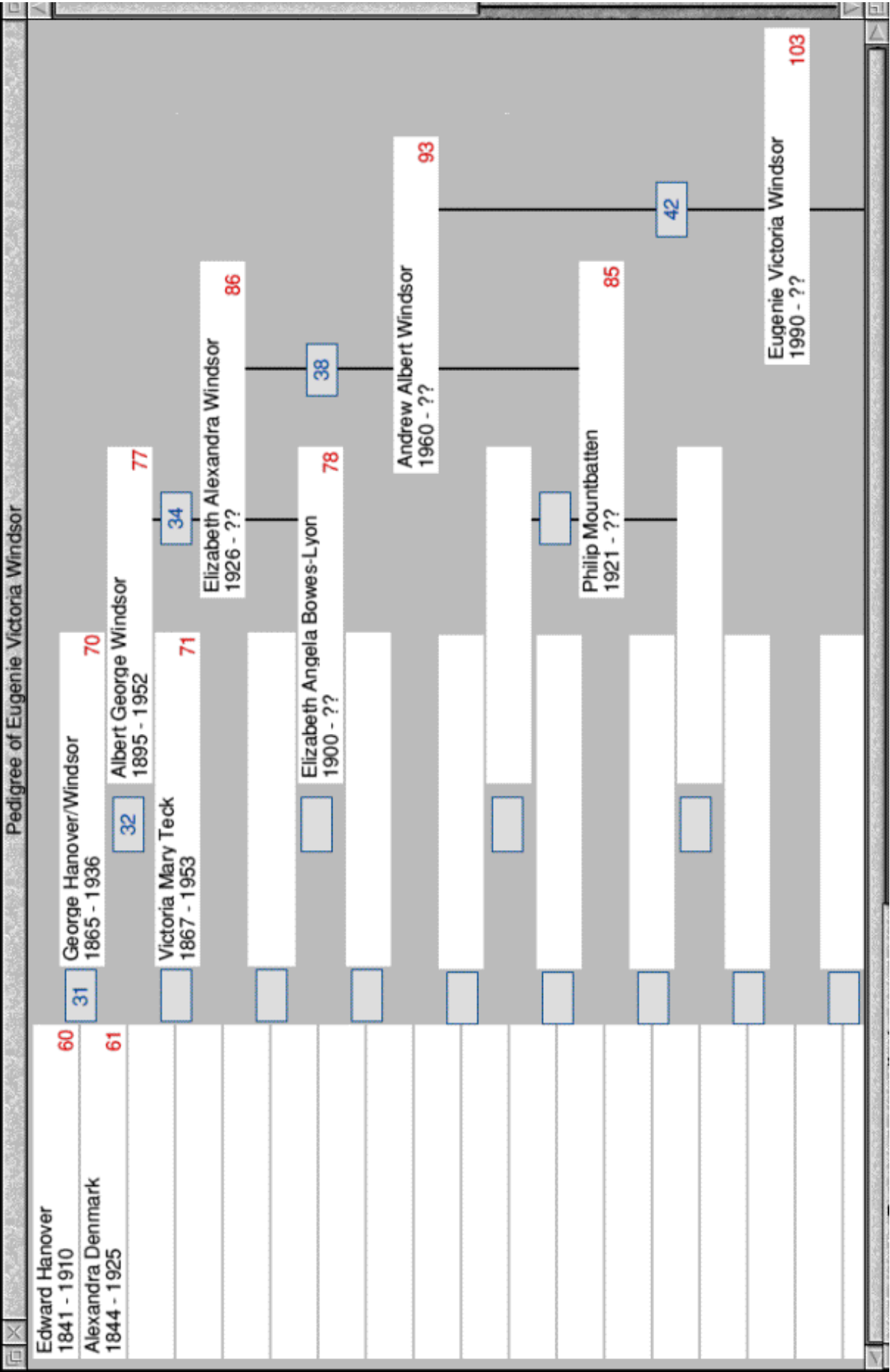
Click MENU anywhere over the Pedigree window and a menu will appear.

The top item is 'Drawfile' Sliding off this opens the window shown below.

At the top is an icon where you can enter a line of text which will appear at the top of the chart as a title. Below this is shown the number of generation that will be included. The Pedigree Window always shows six generations, but the DrawFile chart can display up to seven. You may want the DrawFile to show less, so you can use the 'bump' icons to reduce this to 6, 5, 4 or 3 generations.

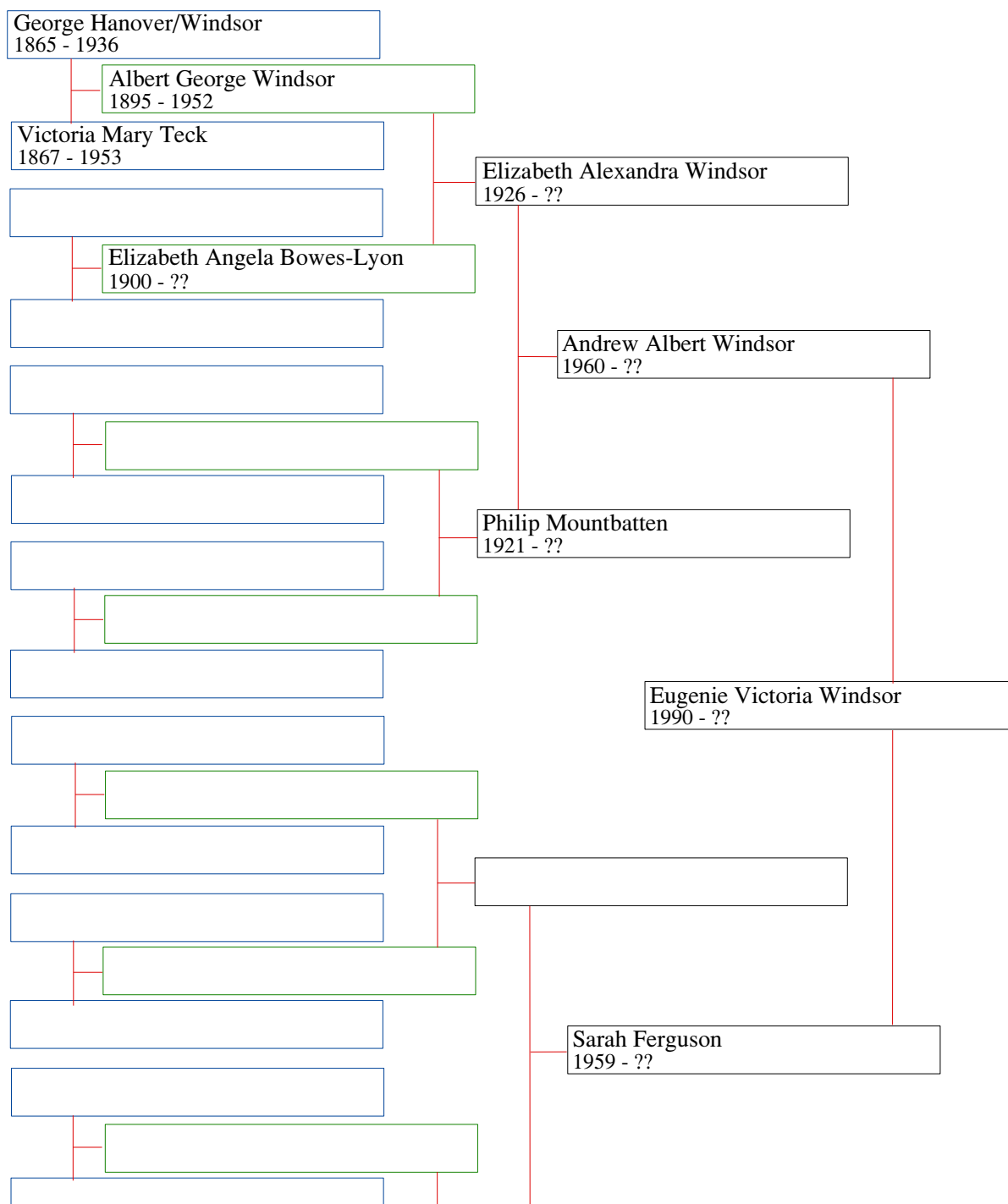


The two buttons to the left labelled '<-' and '>-' set the orientation of the chart. '>-' means that the 'root' person is on the right hand side, as shown in the example, '<-' means that the 'root' person is to the left so the chart will be a horizontal mirror image of the example.



If 'Include numbers' is ticked the chart will include the people's numbers, if not they will be omitted. Unless you are printing the chart for your own reference you would not normally want numbers as they will only be applicable to the actual database in use. To save the chart just drag the file icon to a filer window.

Below is shown a section of the same chart as before saved as a Drawfile but with only 5 generations. All Drawfiles up to 6 generations are scaled to fit on an A4 page. If you select 7 generations then the Drawfile will be too large to fit on an A4 page so in this case the two buttons labelled 'A4' and 'A3' become active. If you select 'A3' then the file will be a single A3 sized sheet, if you select 'A4' then it will be split into two A4 sheets. The method used for splitting the Drawfile is that used for splitting charts so you should read that section if you require more information



Text Pedigree charts

This is the second option on the menu and it leads to a window similar to that for Drawfile charts but without the A3/A4 option. Text charts can only display up to 6 generations.

Pedigree charts saved as plain text are rather crude, but there may be times when you prefer this option. For

example, they can be printed very quickly even on a slow printer. Text charts require 80 characters per line for 3 generations, 96 for 4 generations and 136 for 5 or 6 generations. This corresponds to Elite, Pica and Condensed settings on dot matrix printers. If you view these charts in a text editor ensure that the 'width' setting is large enough or the chart will be distorted.

Creating Reports on Pedigree charts

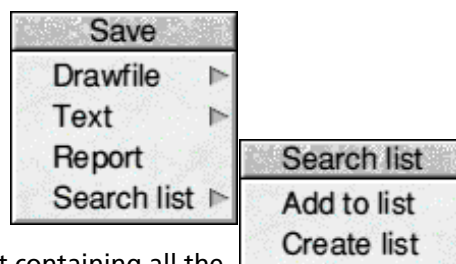
The third item on the Pedigree Chart Menu is 'Report'. This will open the 'Report' window, but most of the the top section, which defines the scope of the report, is 'greyed out', as the scope will always be the people in the chart. The icon which normally shows the current person in the Report window now shows the number of generations the report will cover. This reflects the setting in the 'Save' windows, as it is assumed that you would wish to create matching charts and reports.

Pedigree Charts and the Search List

The final item on the Pedigree Chart menu is 'Search list', and this leads to a sub-menu with two items, 'Add to list' and 'Create list'.

If you click on 'Search list' the Search Window will open. You can add individuals in the Ancestor Chart to the Search List by dragging their number to the 'Add' button as you can with people in the Main Window.

As you might expect the two items on the sub-menu create a Search List containing all the people shown in the Pedigree Chart, or add all the people in the chart to an existing list. You can use this feature, for example, to create a single report. This lets you create reports on all the people in a series of charts.



Exporting a chart 'tree'

If you click MENU over the window when you have created an Ancestor or Descendant chart and are displaying it in its window the menu shown will appear. From this you can do various things relating to the chart and the people in it.

A chart will comprise a tree. It may be a complete tree, or a branch or section of the main tree. As Ancestor+ lets you create a tree starting at any point and containing any number of generations the variations are endless, but any chart will be a self contained tree, and as such it can be exported.

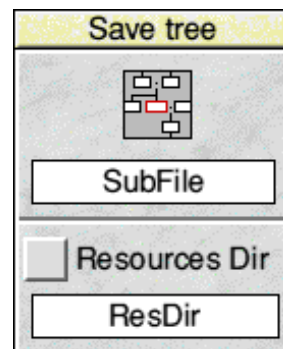
The first item on the Chart menu leads to a 'Save as' window from which you can save the chart itself. This is exactly the same as if you had saved it from the Charts window.

If you click on the next item, 'Report', the Reports window will open. The top section of the window will be 'greyed out' as the scope of a report produced from here will always be all the people included in the chart. All the other options and functions available for creating reports can be used.

The remaining items let you save the section of the file shown in the chart as an Ancestor+ file or as GEDCOM or HTML in either single or multi file formats. These files are a full representation of the chart, with family links.

When saving a chart as an Ancestor+ file you can also create a Resources Directory for the new file and all the data in the Resources Directory for the people in the new file will be copied to it. The save window for an Ancestor+ file has an icon in which you can enter a name for the new Resources directory. You must ensure that the 'Resources Dir' icon is selected.

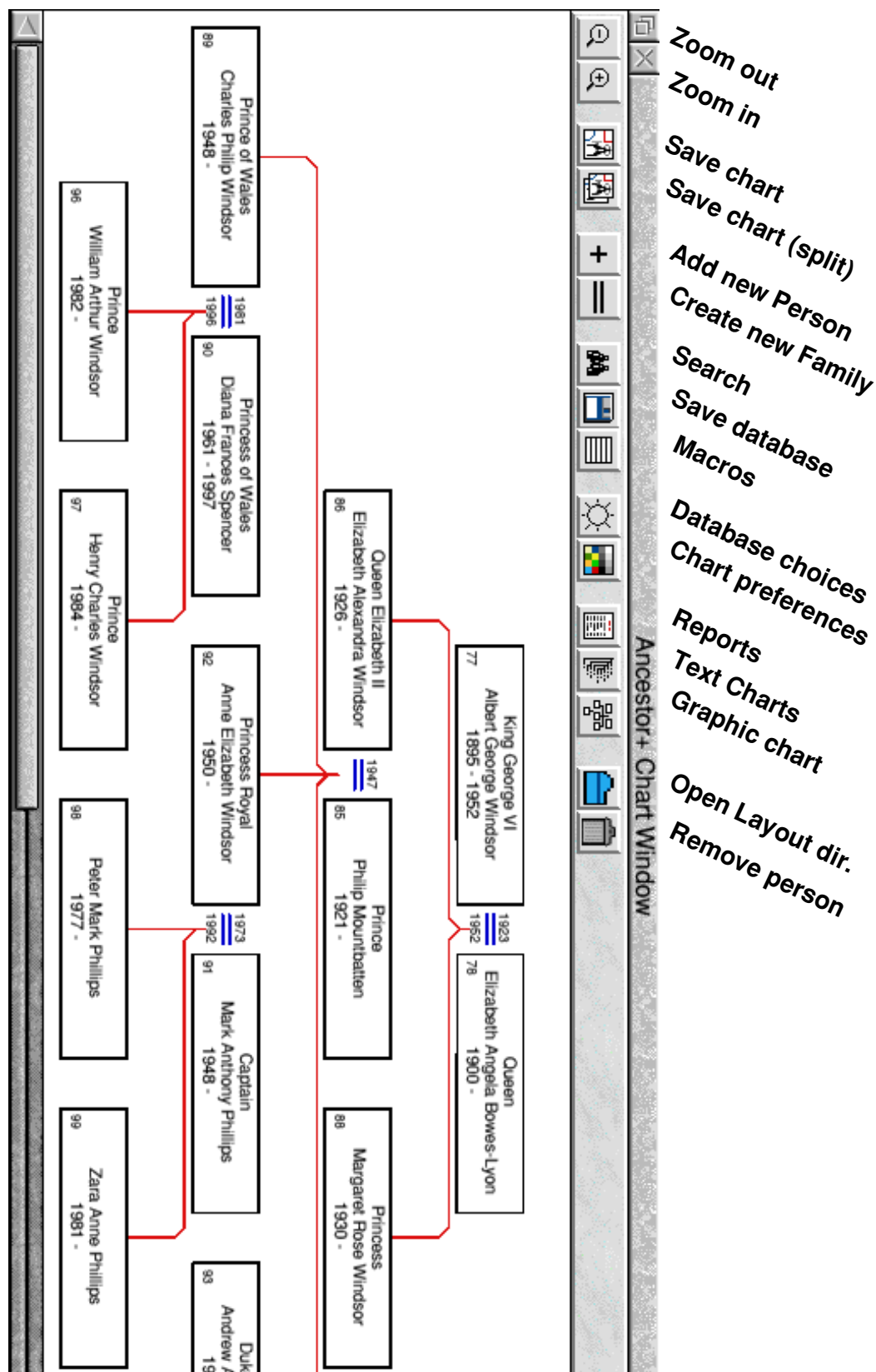
Although it is very simple to do, this is an extremely powerful feature. For example, using Ancestor+'s 'Merge' facility it lets you export and 'paste' a section of a tree into another file, or you can export sections of your tree and pass them on to other people, for which GEDCOM would be ideal. Or you could put a part of your tree on your web site using HTML.



The Graphic Chart window



Ancestor+ can produce a chart of the tree or part of the tree in a scrolling window. To open the main chart window click SELECT on the Graphic Chart icon at the right hand end of the main window button bar. When you do this a descendant chart will be drawn from the person in the centre of the main window. The example shows a part of the Royal Family tree.



If you click on the Graphic Chart button with ADJUST instead of SELECT then the chart will show the ancestors of the person in the centre of the main window instead of their descendants.

When you draw a chart in this way it will contain the full tree downwards from the person in the centre of the Main window or all their direct ancestors. This may not be what is required, or it may not be possible.

As the Graphic Chart is drawn as a Drawfile it is subject to the limitations of Drawfiles. This means that it cannot be bigger than a certain size. Where there are families with a large number of people in a generation or many generations it is possible that the chart might become too large.

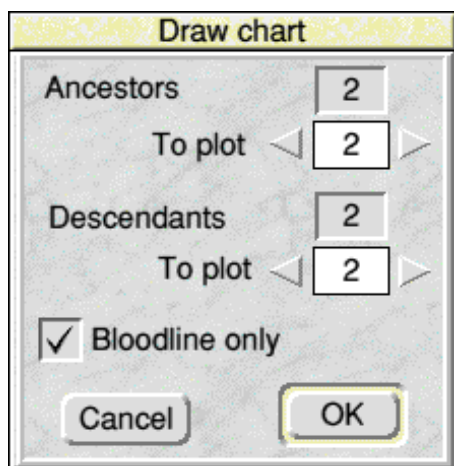
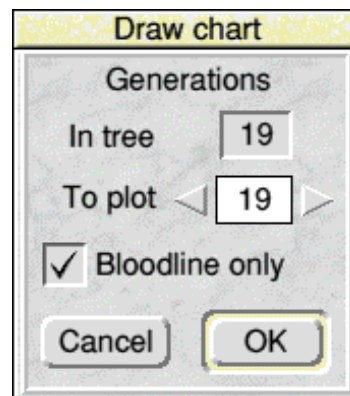
One way to diminish this effect is to reduce the text point size, box width and spacing. This effectively reduces the scale of the Drawfile and so enables it to be larger.

Reducing the generations

Another way to reduce the size of a chart is to limit the number of generations. If you click on the Graphic Chart button with MENU instead of SELECT or ADJUST a menu will appear with the options of Ancestor, Descendant, or Hourglass. Both Ancestor and Descendant lead to a dialogue like that illustrated. This shows the total number of generations that would be drawn and lets you adjust this with the 'bump' icons.

If the option icon 'Bloodline only' is selected then only people who are directly relevant to the actual tree will appear. For example, with an Ancestor tree the person's uncles and aunts and any anyone not a direct part of their ancestry would be omitted. With Descendants tree adopted children, spouses' children by other partners, etc. will not appear. If 'Bloodline only' is not ticked then such people will be included since although they are not strictly part of the tree but are nonetheless part of the 'family'.

When you have set the number of generations you require click on 'OK' and the chart will be drawn.



Hourglass charts

These are a combination of the Ancestor and Descendant charts. The current person is placed in the centre of the chart. Above them are all their ancestors and below them their descendants. The name of the chart is derived from its shape.

This option on the menu will lead to the dialogue shown. As you can see it is similar to the Ancestor and Descendant chart dialogues but has separate generations options for each direction.

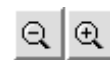
The 'Bloodline only' option operates as with the other charts.

Graphic Chart window button bar

Many functions of the Main window are duplicated in the Graphic Chart window button bar. You can carry out most operations used

for entering data and linking families from here. However the Main window is more compact, and you will find it much easier to work from there, especially when several windows are open.

At the left hand end of the button bar are two buttons with icons showing a magnifying glass, one with a minus sign and the other a plus sign. These decrease and increase the display scale.



Next is a button with a DrawFile icon. If you click on this with SELECT it will open a Save As window from which you can save a DrawFile which will be an exact copy of the Chart window. An example of this is shown overleaf. This shows a Drawfile which is equivalent to the same section of the Royal Family tree in the previous illustration. As these drawfiles can be rather large it is possible to divide them into a series of 'tiles' for printing and this is described later.



The following six buttons duplicate the ones on the Main window button bar, allowing you to add a person, create a family, search, save the database, open the Macros window or set the Database Choices.

Redrawing the chart

The next three buttons are again the same as those in the Main window, but there are slight differences.

Clicking on the Graphic Chart button works the same as it does in the Main window, except that the chart is not drawn from the person in the centre of the main window but from the person from whom the last chart was drawn. It therefore re-draws the chart from the same person even if the display in the main window has

changed.

One use for this is to redraw the chart with a different number of generations. Clicking on the button with MENU will display the same menu as from the Main window, allowing you to set the number of generations you wish to draw.

Another use is if you have moved some of the people in the chart and decided that you preferred the original layout.

Removing a person from the chart

If you drag one of the people from the chart to the bin icon on the toolbar that person will be removed from the chart.

Note that they are not deleted in any way from the file, their box, and any links to or from it, are simply removed from the current chart. The main use for this is when you intend to produce a Drawfile of a chart and do not wish people to appear who are not of particular interest or for some other reason.

Mouse clicks in the Graphic Chart window

As you know clicking SELECT on a person in the Main window moves that person to the centre of the window and clicking ADJUST opens the person's Details window. The Graphic Chart window is similar but a double-click is required.

Double-clicking SELECT on a person moves that person to the centre of the Main window. Double-clicking ADJUST opens the persons Details window. Note that clicking SELECT moves the person in the **Main** window, not in the Chart window.

Graphic Chart menu

This is almost identical to the menu in the Text Chart window. It enables you to save the chart as a DrawFile or in a variety of other formats as a complete tree. You can save it as an Ancestor+ file, GEDCOM, CSV or HTML in single or multi file format. You can also compile reports on all the people in the chart.

This menu was described in the section 'Exporting a 'tree' on Page 35 and the operation is almost identical for Graphics Charts so it will not be repeated here.

Saving Chart Layout

The final item on the Graphic Chart menu, Save layout, does not appear on the Text Chart menu. This leads to a small Save window from where you can save a file which describes the location of all the people in the Draw Chart window. If you have created a chart and moved some of the people around then you can save a Layout file and if you drag the file back to the Draw Chart window the chart will be drawn exactly as it was when you saved it, and with the same Preferences. The only part of the chart layout that is not saved with this file is the font. This is to avoid problems if the chosen font is not available when the layout is re-loaded.

For this to work the file must be the same as when the Layout file was saved. Although adding new people or altering their details will not affect the layout, any changes which affect the relationships of the people in the chart or their reference numbers will cause problems, so do use this feature with caution.

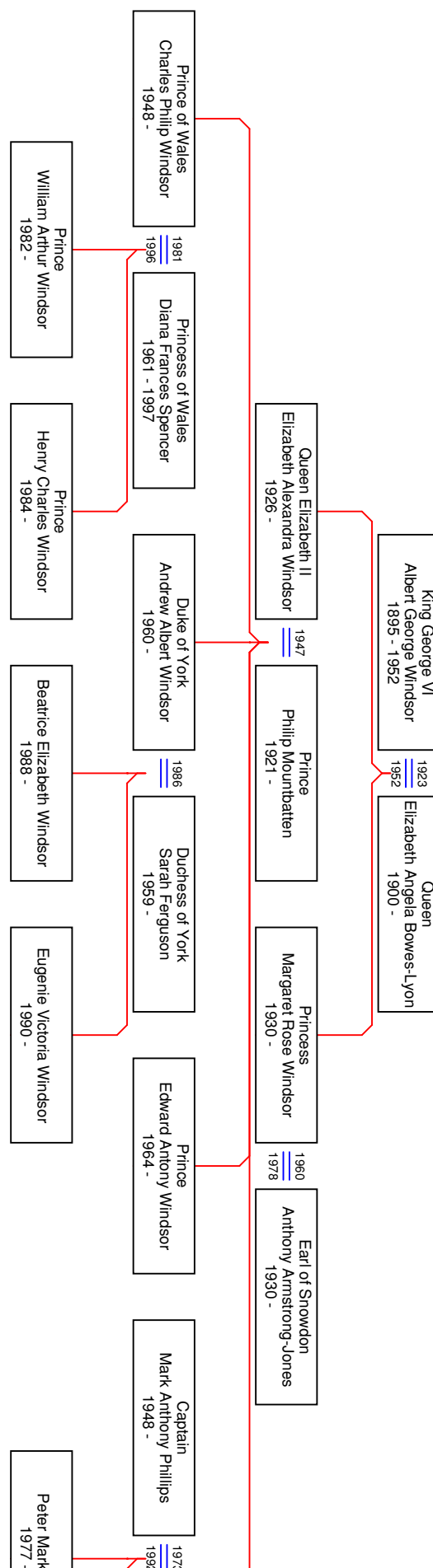
You can drag the icon in the 'Save layout' in the usual way but if you just click on 'OK' then the layout file will be saved into a sub-directory 'Layouts' of the database's Resources directory. Of course, for this to happen you must have created a Resources directory for that database. This is the best method of saving a Layout file as it ensures that it is kept together with the database to which it applies. More importantly any Layout files saved in this way will be 'sorted' if you carry out any type of file sort which changes peoples' numbers so they will remain valid as long as you 'sort' the Resources directory as well as the actual database. If you don't do this then any layouts may be invalid after a sort.

Dragging people in the window

The program tries to place people in a sensible way, but inevitably their positions may not be ideal. This is most likely to be the case where there are several marriages and a number of children. The program may not be able to correct the layout, but you can easily do so.

If you click SELECT on any person in the Chart window you will find that you can drag their box around the window. When you 'drop' it it will lock to the nearest spot on the invisible grid and all connections to that person will be redrawn. If you drop the person on top of another person then they will swap position, and again the links will be redrawn.

This is an extremely powerful feature, and it enables you to arrange the chart in the most pleasing and easily understood way.



Graphic Chart Preferences

If you click on the button with the palette icon on either the Main window or the Graphic Chart window then the Graphic Chart Preferences window will open. This is quite complex, and from it you can set most of the parameters which define the appearance and layout of the chart.

The top left hand area, Dates, sets how dates of birth and death are displayed. 'Full date' will show the date as day, month and year (eg. 12 Jan 1937), 'Year only' will show just the year. Unless the box width is set to a large value 'year only' is the best option as otherwise the dates might overflow the box.

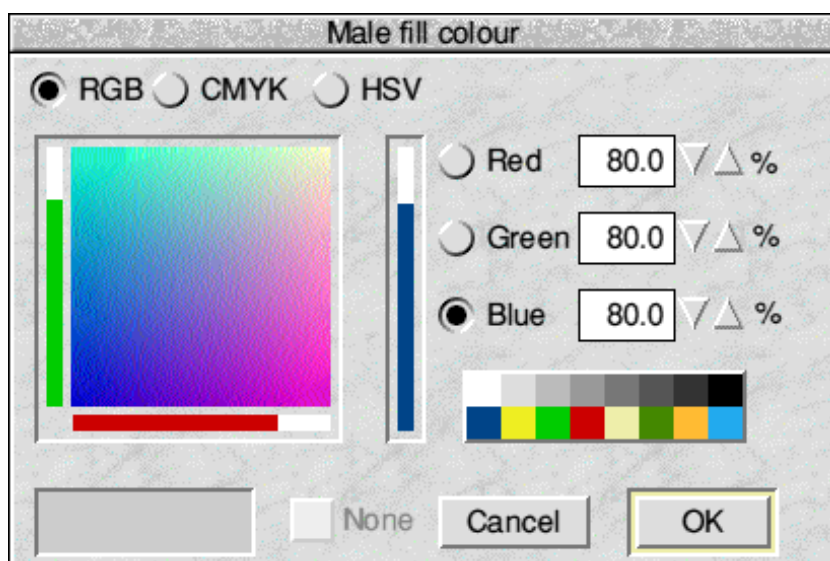
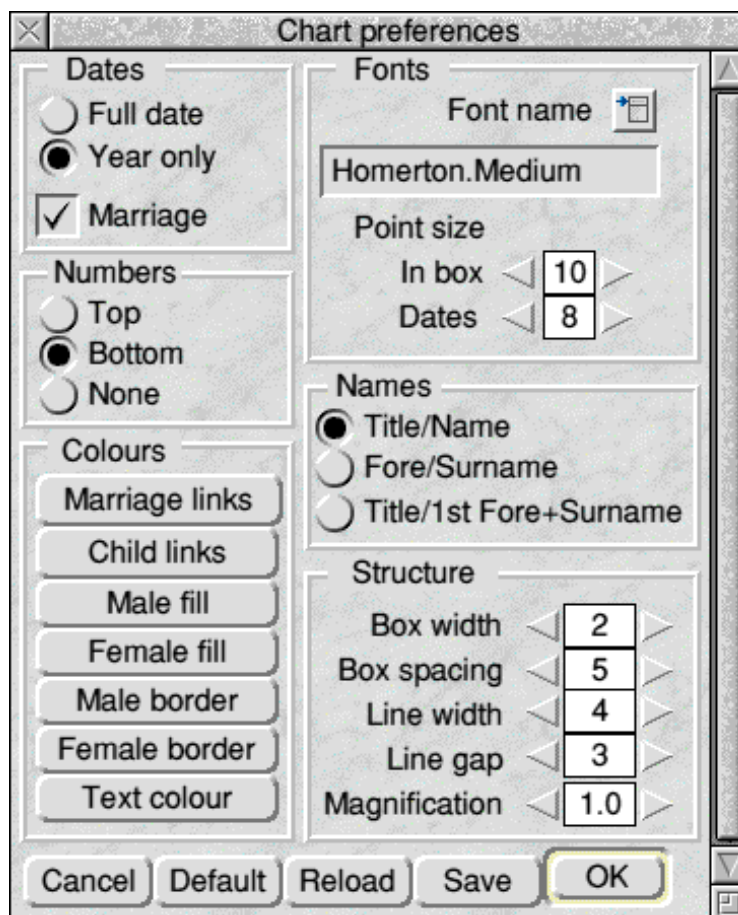
If 'Marriage' is ticked then marriage dates will be show.

The 'Numbers' area sets whether or not a person's number is included, and if so whether it appears at the top left or bottom left corner of the box.

The 'Fonts' section lets you set the name and size of the font. The menu button lets you choose a font used for the display from a standard font menu. 'In box' means the font size used in a person's box, 'Dates' means the start and end date of marriages. The fonts size can be varied between 5pt. and 14pt. using the bump icons. You will have to be careful to balance the font size against the size of the box and, with Dates, the gap between boxes

Be very careful when choosing a font. If you intend to pass on a Drawfile the person to whom you give it may not have the font you have chosen. For this reason it is probably better to stick with a 'universal' font such as Homerton.

'Names' allows you to choose between showing the person's Title on the top line with their full name on the second line or you can omit the Title and put the Forename(s) on the top line and Surname on the second line. The third option puts the title on the top line and the forename and surname on the second line but in this case only the first forename will be shown. This is useful as it is normally sufficient to identify the person and avoids text spilling out of the box.



Obviously which option you choose will depend upon the nature of the people in your database and how larger you want the people's boxes on the chart to be.

The 'Colours' section contains a series of buttons which allow you to set the various colours used. If you click on any of these a Colour Picker window will open from which you can select the colour required.

The use of the Colour Picker should be familiar from other RISC OS applications. Just set the colour and click on 'OK'.

You do not need to set colours for the boxes. Although you can't choose

'none' in the colour picker you can select white, which has the same effect. You can therefore have either unfilled, plain white boxes, or omit the outline. You could, of course, set both to white, which will result in no bounding box at all, although this does not normally look as attractive as either a box outline or a fill colour.

Changing the chart structure

Below the colour selector is an area labelled 'Structure'. This is probably the section which has most effect on the appearance of the window.

'Box width' lets you set the width of a person's box. Use the 'bump' icons to set the width factor from 1 to 9. The width chosen will depend on the font size, the name layout, and whether you have chosen full dates or just the year. Databases with long names or where people have multiple forenames will require wide boxes to accommodate them.

'Spacing' sets the horizontal gap between boxes. If this is set too narrow there will not be room for the marriage dates. If you use a larger font size for the marriage dates you will need to increase this gap.

'Line width' sets the width of all the lines, the outlines of the boxes, links to children and links to multiple partners.

'Line gap' sets the vertical space between the lines used to connect parents and children or spouses. Increasing this will often make the links clearer but could cause them to overlap where there are multiple marriages or many children.

'Magnify' sets the default magnification or 'zoom' when the window is opened.

The buttons at the bottom set various parameters that affect the way the window is drawn. These should be obvious except for the first.

Setting the Chart preferences

When you have set the preferences to the way you want them click on 'OK' and the preferences window will close. If the Graphic Chart window is open it will be redrawn to reflect the changes.

Saving the Chart preferences

The chart preferences can be saved by clicking on 'Save' and they will then become the default settings for the program when it is next run.

If you have changed the settings to suit a particular file and wish to reset them to your defaults then clicking on 'Reload' will reset them to your defaults. Similarly if you select 'Clear Dbase' from the main menu to clear the current file the Chart Preferences will be reset to your defaults.

Preferences saved with the file

Because many of the chart preferences are closely related to an individual file all of them except the Layout section are saved with the file.

This means that if you have set a certain box width or layout to suit the names and style for a particular database these settings will always automatically apply when you load that file.

Tiling a Draw Chart



Most draw charts will be rather large, at least A3, and probably A2 or even bigger. Very few people will be able to print anything larger than A3, and so Ancestor+ can split up a large draw chart into a number of 'tiles' small enough to be printed on a most printers.

Clicking on the icon shown on the Drawchart Window tool bar will open the Draw Tile window.

On the left hand side you will see information about the paper size. At the top are the actual dimensions of the paper. The three 'radio' buttons on the left allow you to choose between A3, A4 or A5.

Below this are the sizes of the borders, the area around the edge of the paper on which the printer cannot print. You can enter the sizes directly into the icons, but unless you know exactly what you are doing the best way to set the paper size is to load the printer driver you intend to use to print the chart and click on 'Read'. This will read the actual paper and border sizes from the printer driver.

On the right are the various other options.

Portrait and **Landscape** set the paper orientation. You can choose either, but for the same size chart one may take less sheets, so it is usually best to try both and see which will be more economical. The number of sheets required is calculated and shown as **Num sheets** at the bottom of this section of the window. Each time you change one of the parameters this is re-calculated and updated.

Overlap is an allowance in millimetres for the sheets to overlap. This is often useful if you intend to crop the edges of sheets and join them together as it allows a small margin for error.

Crop marks, if ticked, will draw a feint 'L' shaped mark at the borders of the actual printed area. This lets you accurately trim off the borders if you intend to join the sheets together.

Scale sets the scale of the tiles drawfiles. If you want to check the files before printing them it is often useful to have the 'Zoom' in Draw set to less than 1:1 so you can arrange them on screen. The number set here *diminishes* the scale, that is, is equivalent to the setting on the right hand side of Draw's Zoom setting.

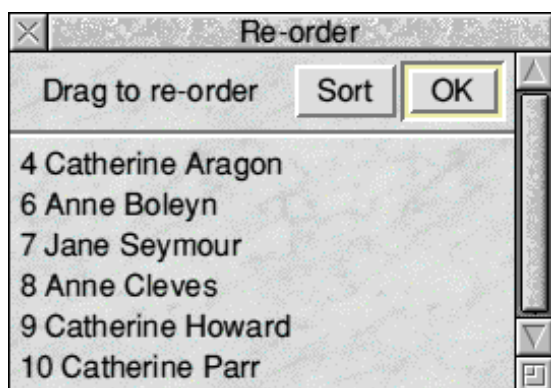
The **Save** button at the bottom left of the window saves the settings in this window for future use so that you don't need to reset them each time you use it. These settings are separate from all the normal Ancestor+ Choices.

Saving a tiled chart

When you have set everything correctly drag the directory icon to a suitable filer window, after changing the name it will be saved under by altering the name in the icon to the left of the directory icon if you wish.

The chart will be split up and saved as a series of Drawfiles in this directory. The files will be given names which define their positions on a grid. Rows are defined by the letters A-Z, with A being the top row, and columns with numbers 01-99 with 01 being on the left hand side.

Other features



Changing 'stack' order

If you click on the button with the up and down arrows by the spouse stack or the similar button in the Children section of the Family window a window will open showing the names of all the spouses or children. You can drag these up and down the window to re-order them.

If you click on 'Sort' they will be sorted by date of marriage for spouses or date of birth for children

When they are arranged to your liking you should click on 'OK' to have the new order recorded. If you close the window without first clicking on 'OK' then any changes made will be lost.



Database Choices

The Database Choices window sets choices for that database. It is opened via the Choices sub-menu of the main menu or by clicking on the button like a circle with radiating spikes. Everything in this window is saved as part of the database, so can be set for each databases.

The top item, Database title, is the name shown on the title bar of the main window when it is loaded.

The Resources Directory was explained earlier.

'Title', 'Byname', 'Baptism' and 'Burial' set the names that will be given to these fields.

Below this are the names given to the five User fields in the Details window.

'The GEDCOM tags for all these fields defines whether a field is included when a file is saved in GEDCOM format. See that section for more information.

'Start up record' defines the record shown when you load the database. This can be a fixed number, set in the writable icon, or if 'Last record' is selected then the last record viewed when the database was saved will be the one displayed next time it is loaded.

As these are saved with the file if you intend to create a series of files with the same User Fields and other settings (eg. Macros) you could set all of these and then save an 'empty file' which you could use as a template each time you start a new file.

Field names		GEDCOM
Title	Title	TITL
Byname	Byname	NICK
Baptism	Baptised	CHR
Burial	Buried	BURI

The main Choices window

The main choices window is accessed from the icon bar menu. These choices let you set how you want names to be shown in the main boxes, the default field names and GEDCOM tags for fields when starting a new database, the separator characters in dates and the age limiters, and various other things. They define your overall choices for the program rather than those for a particular database.

Ancestor+ Choices

Date display
 Separator: -
 In reports: /

Age limits
 Possibly dead: 80
 Assumed dead: 100

Show names
☒ Title, Forename, Surname
☐ Byname, Forename, Surname
☐ Title, Byname, Full name
☐ Filename on title bar
☐ Left align names

GEDCOM ident add num. 100

Directory position
HTML colours

Check

20	Age difference
16	Min Mother age
16	Min Father age
45	Max Mother age
60	Max Father age
16	Min marr. age
70	Max marr. age

☐ Check 'baptism'
☐ Check 'burial'

Default fields

Title	Title	TITL
Byname	Byname	NICK
Baptism	Baptised	CHR
Burial	Buried	BURI
User fields		

GEDCOM

Cancel Save Set

'Date display' sets the separator character used in dates. The first sets the character used for screen display, the second sets the character used in reports.

'Possibly dead' age sets the point at which a person's age is shown as number of years followed by a '?' to indicate that they may not still be living. 'Assumed dead' is the age at which the age icon is left blank (see next section for more details).

At the lower left are the factors used to check dates when a Family is created or added to. 'Age difference' will warn if you link people as partners with an age difference greater than the number of years set. Min Mother age, Min Father age, Max Mother age and Max Father age will warn if you link a child whose date of birth is outside these parameters. If any of these fields are left blank the comparison is not made.

'Check baptism' and 'Check burial' will carry out a rough check on these two dates. If the Burial date is not after the date of death and the Baptism date between the date of birth and date of death or an error will be flagged. If you are using these fields for different purposes these checks would not be appropriate and so can be disabled.

The 'Show names' section lets you choose how you want the three name fields to appear in the boxes in the main window. The default is Title, Forename, Surname, but you may wish to show Byname, Forename and Surname, or, where you want to see both Title and Byname, Title, Byname, Full Name. The chosen option is shown at the top left of the main window. You could use the Title and/or Byname fields to hold different data (eg. military rank) where this is more suitable for your purpose and this lets you have that field visible in the main window.

'Filename on title bar' will show the database filename on the title bar of the main window. If this isn't selected the title bar shows the database title. This is useful if you have more than one version of a database

with the same title.

'Left align names' makes the three names fields in boxes in the main window left aligned instead of centred. With names centred with very long names or when the full name is shown instead of Surname/Forename, if the name is too long to fit in the box it will be 'chopped' at both ends. Left aligning won't stop the name from being truncated, but the cut off part will be at the right hand end, which is usually less important and looks better than having letters at both ends invisible.

'GEDCOM ident add num' sets a value that will be added to the Ancestor+ reference number for a person or family when creating a GEDCOM file. For most purposes a value of '0' will be best because this would mean that the numbers in the GEDCOM file correspond to Ancestor+'s reference numbers. However, some programs which import GEDCOM data cannot cope with ident numbers with less than 3 digits. In this case entering a value of '100' would mean that the lowest number in the GEDCOM file would be 101.

If 'Scroll when people found' is set then when you click ADJUST on the magnifying glass button in a person's Details window or SHIFT-SELECT on the button with the person's number in a Family window then if that person exists in a Graphic Chart the window will scroll to place the person in the centre of the view area.

The Title, Byname, Baptism, Burial and User field names and their GEDCOM tags in the main Choices window would be the ones you normally use. These are transferred to the Database Choices window when starting a new file. The ones in the Database Choices window are saved with the file. This means that if you use the same (or nearly the same) field names all the time you don't have to type the whole lot into the Database Choices window each time you start a new file.

'HTML colours' will open a menu with four items, Background, Text, Links and Visited. These set the colours used in HTML files for the page background, body text, hyperlinks and 'visited' hyperlinks. Clicking on any of these menu items will open a colour picker window where you can choose a colour for that item.

Closing the Choices window or clicking on 'Cancel' without first clicking on 'Set' or 'Save' abandons the changes.

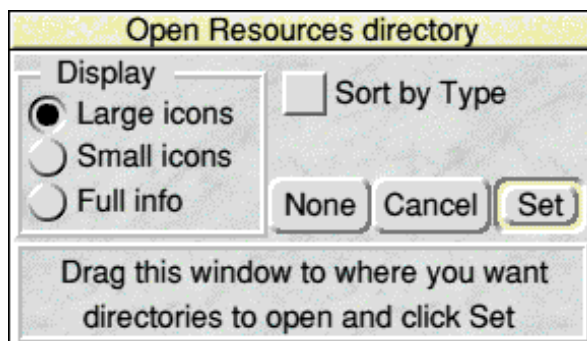
Directory position

You have seen how clicking on the 'filing cabinet' icon in a Family or Details window opens the appropriate Resources directory. Normally directories open at a position determined by the Filer and with the display style you have chosen for normal use, but these settings may not be the best for a Resources directory.

If you click on 'Directory position' in the Choices window a small window will appear. Drag this window to where you want the Resources directory to open.

There are two other configuration options in this window. Large icons, Small icons and Full info set the display option for the window. Sort by Type ensures that files are sorted by filetype rather than in alphabetical order.

When you have positioned the window and set the options click on 'Set'. Changes take effect when you click on Set but they are not saved to disc until you click 'Save' in the main Choices window. If you click 'None' then no options are set, and the directory will open wherever the filer decides and with the standard options set on your machine.



When you click the 'Directory position' button if a position had been previously set the window opens in that position which might be inconvenient if you have changed to a smaller screen. If you hold down SHIFT when clicking on 'Directory position' the window will open within the confines of the Choices window.

Saving window positions

When you first open the primary Ancestor+ windows they appear in the centre of the screen. You can move them around and, if you close them, the next time they open they will appear in the new position.

You may prefer to have windows open for the first time in your chosen position. If you click on 'Save windows' on the icon bar menu the current positions of all these windows is saved to disc. The next time you start the program the windows will open for the first time at these positions.

Beware of this if you change your desktop screen mode as the windows might then open completely off screen. If this happens then you can force Ancestor+ to ignore the Windows file by holding down the 'W' key when you start the application. The windows will then all open in their default positions.

Make sure that the caret is not placed in any open editor window or writable icon when doing this or a line of W's will appear there.

Age and Age at Death

In the Details window there is a field to the right of Date of Birth and another to the right of Date of Death which shows either the person's current age or age at death respectively. Obviously for these to function certain criteria must be met.

If Date of Birth and Date of Death are shown with both Month and Year and without any prefixes indicating uncertainty then the person's age at death is shown in years and months. If the month is missing from either date but both years are complete then the age at death will be shown in years. If either date has a complete year but a prefix indicating uncertainty (a, b, c, or +) then the age in years will be shown but followed by '(?)' to indicate that it is imprecise. If the year of either date is not complete then no age at death is shown as the calculation would be too inexact.

If there is no date of death but a full date of birth and this would make the person's age less than the number of years defined as 'possibly dead' in the main Choices window the person is assumed to be alive and their age in years and months is shown. If the date of birth is just a year age is shown in years only.

If there is a prefix then, even if the date is complete, age is shown in years followed by '(?)'. If there is no date of death but the date of birth would make the person older than the 'possibly dead' age but younger than the 'assumed dead' age the age is shown in years but followed by '(?)' to indicate that the person may no longer be alive. If there is no date of death but the person would be older than the 'assumed dead' age they are assumed deceased unless the 'Q' prefix has been set when they are assumed alive no matter how great their age would be.

Age or age at death is also shown in the main display. However, because this only shows years a slightly different system of calculation is used which can lead to a discrepancy between the age shown here and in the Details window. Where full dates are given age in the Details window age is calculated to the day, so a person born on Dec 30th 1990 would be 4 years 11 months old on Dec 29th 1995. In the main display the dates show only the year so days are not taken into account when calculating, and in the example the person would be shown as 5 years old.

Macros



If you click on the button to the right of the 'Save' icon on the main button bar the Macro window will open. This has ten icons in which you can type strings up to 50 characters long. If you click on one of the buttons (labelled 1-10) to the left of these icons then the string will be 'typed' wherever the caret is when you click on the button. As usual if you just close the Macro window after having altered or entered any of these strings the changes will be lost, you must click the 'Set' button first.

This is particularly useful if you are entering data and need to repeatedly type a long place name, as often happens when entering details about people who were born, died or married in the same area. To make it even quicker, when entering data into either the Family or Details window holding CTRL while pressing function key F1 to F10 will type the respective string. This is often more convenient than using the mouse and you do not need to have the Macro window open for this to work.

Strings are passed through GS_Trans first. If you don't know what this means don't worry, but it lets you insert certain special codes like 'IM' to mean the Return character, etc.

Because they are likely to be specific to a particular tree or file Macros are part of the file, and are saved with it.

Although primarily intended to save typing when entering often repeated place names and phrases into

Ancestor+ as the text appears *wherever* the caret is it can put the text anywhere you can type. For example, you can insert the text into a wordprocessor, which can save typing if you are creating a series of reports.



The Names window

Although the Names window performs a superficially similar function to the Macro window it works rather differently.

When entering people's details the same names, forenames or surnames, often appear many times. To save repetitive typing the Names window can contain up to 20 commonly used names. It is opened by clicking on its icon on the Details window button bar or by pressing F1 while the Details window has Input Focus.

You can enter any words or phrases up to 23 characters long into any of the icons in the Names window. If, with the caret in either the Forename, Surname Title or Byname field, you click on the number to the left of the name you wish to enter or hold down the ALT key and enter the number on the numeric keypad then the name will appear in the field in the Details window. Using the ALT+number keys is normally more convenient than mouse when you are typing data into the window.

Note that unlike the Macro window the Names window only works with the specified fields in the Details window. Also the text will *replace* any text already in the field.

Data is entered into the Names window in the usual way by placing the caret in the required icon. The window can be closed either by clicking on the Cancel button or pressing F2. If you click on the Clear button any data you have entered into the Names window will be wiped out.

Instead of typing the names into the Name window if you create a text file, for example, in !Edit, with one name per line and drag it to the Names window then the names will appear in the respective icons.

As names are usually associated with a particular family or branch of a family the contents of the Names window is saved with the Ancestor+ file.

Creating Soft Links between people

People in a family tree are linked together through families. However, there may be times when you wish to link two people for social or historical reasons. Perhaps they were engaged in some enterprise together or they are linked

socially, or you suspect there may be a family link but are not sure. Ancestor+ lets you create such links, called Soft Links. A person can have up to ten soft links to other people.

In the Details window, to the right of the Sex and Status fields, there are three icons labelled 'Links'. To create a soft link click on the '+' icon. A small window will open in which you can enter the number of the person you wish to link to. Click on 'OK' and the link will be made and a window will open telling you the name of the person linked to. Like other data entered into the Details window a link is not recorded until you click on Update

To see the people linked to click on the menu icon. If you select any of the names on this menu a window will open with the name of the person linked *from* on its title bar. This window shows most of the same information as the Details window, however you can't actually enter or modify the data in this window.

If you click on the button marked 'Goto' the main window will be redrawn with this person in its centre.

Although the link is now made there may be no obvious reason for its existence. This is the purpose of the Links text file. This can be used to record brief notes about links and why they have been made. For example, if you suspect a family relationship you could record your reasons for this in the Links file. You could also use one of the User fields for this purpose.

Note that soft links are not reciprocal. If you link person A to person B then person B will not be automatically be linked back to person A. If you want this to happen then you will have to open person B's Details window and link them to person A.

Removing a soft link

To remove a link click on the icon with the red 'X'. Again a menu will appear, but this time the entries will all be in red. Just click on the person you wish to unlink and the link will be removed.

Cut and Paste between fields

To further simplify data entry and make it easy to correct mistakes if you accidentally type data into the wrong field Ancestor+ maintains a simple clipboard. This holds only a single item at a time.

With the caret placed in any of the writable icons in the Detail, Family or Link Display windows pressing CTRL-C will Copy the text in that icon to the clipboard. CTRL-X will also place the icon's text in the clipboard but, with the Detail or Family windows will also delete it from the field.

Pressing CTRL-V with the caret in any of the writable icons in the Detail, Family, Names or Macro window will replace any text in that field with the text in the clipboard. If the text in the clipboard is longer than permitted in the field it will be truncated. Note that you can only copy *from* the Link window, not into it.

There is always only a single clipboard even if you are running more than one copy of Ancestor+, so you can also cut/copy and paste between windows in different databases.

Hints and Tips

Everyone who is interested in genealogy or family history will have their own individual approach and areas of special interest. No program could possibly accommodate all of these possible variations in requirements without becoming clumsy and inconvenient to use for the majority.

This is the reason why the data entry and storage system used was chosen. It allows all of the most important data about a person to be immediately seen yet gives the user the ability to infinitely expand the limitations of the database itself by using the Resources system.

The five User Fields are also an important part of this system. Their primary purpose is to supply the user with five additional fields that they can use for whatever purpose best suits them.

One use that is often overlooked is to use a field to hold 'flags', which can indicate that an individual fits certain criteria so that he/she can be easily found during a search. The best way to do this is to use simple two or three letter mnemonics, separated by commas or spaces. These can be used to indicate whatever you want. For example, many English families have branches in Australia or Canada. If you want to include these people in your main database you could put AUS or CAN in your flags field. If your family have military connections you could use it to indicate which of the armed forces they joined (ARM, NAV, RAF) or their rank or campaigns they fought in.

As a practical example, one person, who is a dog breeder and uses Ancestor+ to keep a record of all her dogs, employs one user field to record all the shows where a dog won a 'First' and another for 'Reserve'. She can therefore quickly see how many 'wins' a dog has, and at exactly which shows.

Using this type of system in combination with appropriate notes in the Resources directory gives the method a great deal of flexibility while keeping the main database windows relatively simple and uncluttered.

Database Tools

The Tools menu

The Database Tools menu is accessed from the Main menu. It has various items which perform actions on the entire database. As they act on the whole file, and sometimes on the Resources directory as well, be very careful before using them

Warning - do not use any of these functions until you have read the following section and thoroughly understand exactly what will happen and all of the implications for the database. It may be best if you make a backup copy of the entire database including its Resources directory before performing any of these actions in case of errors.

Renumber

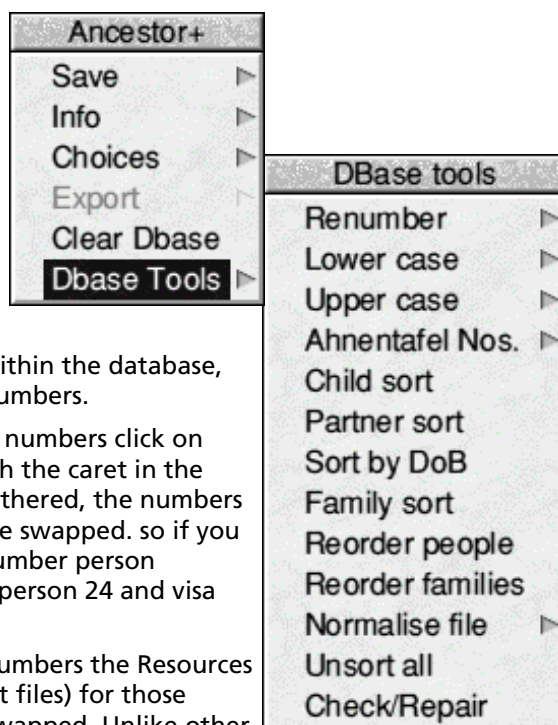
This is the first item on the menu and it is by far the simplest.

'Renumber' leads to a sub-menu with two items, Person and Family. From these you access the dialogues for renumbering a person or Family. These windows are almost identical and one is shown below.

The top writable icon will show the number of the current person or current family (if the current person has one, if not it will be '0'). You can alter the top icon if you wish, and then enter the number you want the person or family to be changed to in the lower icon. Both these numbers must exist within the database, you can't enter 'out of range' numbers.

Once you have entered the two numbers click on 'OK' or press the Return key with the caret in the lower field. As you may have gathered, the numbers of the two people or families are swapped. so if you enter '12' and '24' into the Renumber person window person 12 will become person 24 and visa versa.

When swapping two peoples' numbers the Resources directories (including any Layout files) for those people or families will also be swapped. Unlike other similar functions there will be no warning issued before doing so.



Lower case

Most people type in data in mixed case, that is, names, places, etc. have a capital first letter and the rest in lower case. Sometimes data may be all in capital letters, particularly if it has been imported from another program. You may also find that if you import data from some sort of database, especially American sources in GEDCOM format, everything is in upper case. This normally looks very untidy and can be difficult to read, especially in reports and charts.

This tool therefore offers a means of converting the text to a more 'normal' and easily readable format.

'Lower case' on the Tools menu leads to the dialogue shown. Here you can choose which fields you want the program to change. If this is all imported data in upper case then you may wish to alter all fields, but if you have entered data yourself in some fields in mixed case then you may wish to only include those which contain 'raw' data.

When you have selected the fields you wish to alter click on 'OK' and the program will examine all the chosen fields and change all text in these fields. With the fields on the left of the window (which will normally contain names) this will be done so each word begins with a capital letter with the rest in lower

case. With the User fields and the Family Note field **all** text will be changed to lower case except for the first letter of every sentence.

This may not always be correct, but it will be in most cases. For example, 'JOHN SMITH' would become 'John Smith', but an abbreviation like NZ for New Zealand would become 'Nz' (unless written as 'N.Z.', in which case it wouldn't be changed). Existing lower case words are not 'capitalised', so, for example, 'Stockton on Tees' wouldn't change, but STOCKTON ON TEES would become 'Stockton On Tees'.

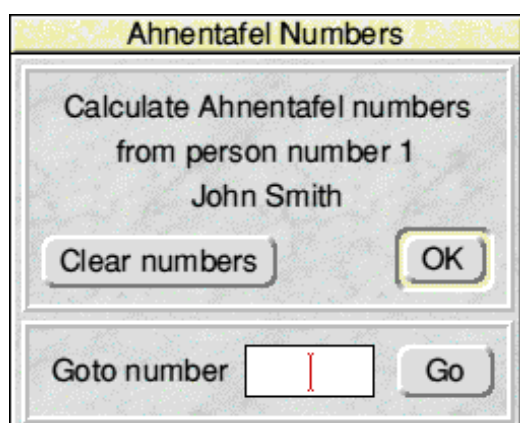
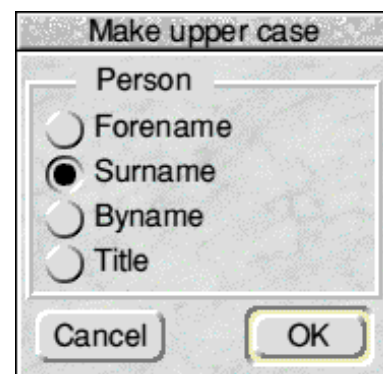
Though imperfect the results will probably be a lot closer to the desired effect than the unaltered data. Errors can be discovered by inspection and corrected, which will be much less work than altering every record manually.

Upper case

This, as you might expect, forces the content of some fields into upper case. This is not something that you would normally need to do, but sometimes, for example, when submitting GEDCOM data to certain organisations, there is a requirement that surnames should be in upper case.

Since you are unlikely to wish to do this with all fields only the 'name' fields can be selected.

If you subsequently wish to use the Lower case tool to reverse the process this is more likely to be successful than when altering place names. However there are some potential problems. For example, a name like 'de Bruec' would become 'DE BRUEC' when converted to upper case but using the Lower case tool to reverse it would produce 'De Bruec'.



Ahnentafel numbers

This is a system for identifying a person's place in a tree. The subject is given the number 1, their father 2, their mother 3, their grandparents 4 to 7, and so on. Each person's father has double that person's number and their mother double the number plus 1. So, with the exception of the original person who can be male or female, every male has an even number and every female an odd number.

The item on the DBase Tools menu leads to the dialogue box shown. When this opens it will display the name and number of the current person. To calculate Ahnentafel numbers for all the ancestors of this person just click on 'OK'. The numbers will be calculated and stored in the database and will appear in the bottom left-hand corner of a person's box in the main window and on the centre of the toolbar in a person's Details window.

You can repeat this as often as you wish. When you do so the old numbers will be cleared and a new set calculated based upon the current person.

Clicking on 'Clear numbers' will remove all Ahnentafel numbers from the file.

You can also jump to an Ahnentafel number. For example, a person's great-great-grandfather through the male line would have the number 16. Enter '16' in the box and click on 'Go' and, if that person exists, the display will move to him.

When calculating Ahnentafel numbers only a maximum of 16 generations will be calculated to avoid the numbers becoming too large.

Sorting by date

The following four functions perform various types of sort based upon dates. Before you use these you must understand that the program can only do this meaningfully if there is a date. If no date for an event is given then the program, for the purposes of sorting, regards the date as 'year zero'.

For example, earlier it was described how to sort children by date of birth. If there were three children and two had a date of birth but the third did not, then the child with no date of birth would appear first after sorting. This might not be correct, but if there's no date the program has no way of judging where that person should appear.

Child sort

This searches every family record and sorts all children into order by date of birth. It is directly equivalent to what happens when you do this from the Family window, but the operation is carried out on the entire file.

Partner sort

Like the Child sort, this is directly equivalent to the normal operation of sorting spouses by date of marriage. Again it will operate on the entire file, sorting all multiple marriages or partnerships.

Sort by Date of Birth

This will sort the entire file by peoples' date of birth.

As each person or family is entered into the database they are allocated a number. So normally person No. 1 would be the first person entered, No 2 the second, etc. The only variation in this sequence would be when a person or family is deleted and the old number used for a new person or family. The reference numbers therefore have no direct significance. In fact, as it is usual to work backward from the present they would tend to be in reverse chronological order. The only time the numerical order of records is significant is when compiling reports. These are normally created in numerical order, which may make the order of the data seem rather odd.

This facility will sort the entire file in order of the date of birth of each person. This means that the person with the earliest data of birth would become No. 1 and so on. As a by product of this anyone with no date of birth would move to the start of the file, and deleted people would move to the end. In fact, no physical moving of records takes place, the numbers are just re-allocated, which makes the sort extremely fast.

It is extremely important to understand the significance of this action.

The probability is that the reference number of almost every person in the file will change. If you have paper records, cross references, or any other material which refers to people in this file by number then these references will become invalid.

This also applies to the Resources directory. Inside the Families and Person sub-directories of the resources directory each person and family has its own directory, identified by number, the same number as the record number of the person or family. So if the number of the record changes then in order to remain 'in step' with the database the number of every directory in the Resources directory must be changed. Not only will it need to change, but because of the (pre RO4) limit of 77 files per directory these directories are further sub-divided into sets of 77. So if person number 10 before sorting becomes person number 94 not only will the number of their resources directory change, it will have to be moved from its original position in the first set of 77 directories to the second set

Sorting the Resources directory is a major step, but as will shortly be shown, you may not need to do it. After sorting the database itself you are offered the option of sorting the Resources directory. If you decline then it will not be altered. This will mean that the numeric references in the database won't correspond with those in the Resources directory, so if you want to sort the whole file and retain it in its sorted condition it is necessary to make the same changes to the contents of the resources directory.

As well as swapping around the People files any Layout files will also have all their internal references altered so that they should still work correctly with the sorted file.

Bearing in mind all the implications of sorting a file in this way, especially those concerned with paper documentation, it is not an operation to be lightly undertaken. However, it can be extremely useful.

For example, if you have a file in its natural, unsorted state, but want to compile a report of all the people in chronological order you can do so without permanently sorting the file. First, if you have made any changes to the file since it was last saved you should Save it. Select 'Sort by DoB' from the DBase Tools menu but, after sorting the file, do NOT sort the Resources directory. Now compile your report, which will be in chronological order. You can now discard the sorted file and revert to the last saved (unsorted) version. The obvious problem with this is that you cannot include any Notes in your reports as these files are in the resources directory which will be out of sync with the database.

To make sure that you don't inadvertently save a sorted file and overwrite the unsorted version when doing this the filename in the Save window will change to 'Sorted' after performing a sort operation of this type.

If you want to include Notes from your Resources directory in reports you won't be able to do it this way because the numbers in sorted version of the database won't correspond with the unsorted numbers in the Resources directory. You have two options if you need to include Notes. You could make a complete copy of the Resources directory, using a slightly different name, and ensure that the name for the Resources directory in the Database Choices window is changed and set *before* you carry out the sort. You can then sort the Resources directory but it will be the copy, not the original, that is sorted. This is absolutely safe because your

original Resources directory isn't changed, but it might take some time (and disc space) to make a copy of the Resources directory.

The second method is to first sort the file and Resources directory and then unsort it again. This is theoretically possible, but a successful 'unsort' requires the file to be in a certain state before the sort. See the later section on Unsorting for more details.

Remember - you can sort the actual database but the change is not permanent until you Save it because you have only sorted the version held in memory. You haven't changed anything in the version on disc, so if you discard the file (select Clear DBase from the main menu) you can simply re-load the original, unsorted, version.

However, once you begin to sort the Resources directory changes are made to the actual files on disc. You can't revert to the original just by selecting 'Clear DBase'.

Family Sort

This is similar to sorting people by Date of Birth but is sorts partnerships by date of the marriage or start of the partnership. Exactly the same system is used as with sorting people, and as with sorting people you can choose to sort the Resources directory as well if you wish.

As it works in the same way all the same warnings apply.

Reorder people

This is an alternative to sorting people by date of birth, and in most cases will be preferable. All the people in the file will be renumbered by generation. The people in the earliest generation will be allocated the lowest numbers, the people in the next and subsequent generations allocated higher numbers and so on until the end of the file. Any people not linked into a family 'tree' will finally be allocated numbers so that they will appear at the 'end' of the file.

Note that if your database contains more than one 'tree' and these trees are not linked together then each tree will be dealt with separately. Therefore a person in the earliest generation in one tree may have the number '1' whereas a person in the earliest generation in another tree will have a much higher number.

This is an extremely useful feature. The big advantage over a Date of Birth sort is that even people whose date of birth is unknown will still be placed in a sensible place in the numerical order of the database. Siblings will normally be allocated consecutive numbers, and people closely related through their family ties will have numbers which are similarly closely related.

To perform this sort properly you will also need to carry out the same action on the Resources directory, and, as with the Date of Birth sort you will be offered this option.

Reorder families

This is similar to the 'Reorder people' option. It attempts to renumber the families based on the reference numbers of the people. Thus family number 1 would be given to the lowest numbered person associated with a family, number 2 to a family associated with the next numbered person and so on.

In theory this should put the numbers of the families in roughly the same order as the people shown as partners in them

It would normally only be sensible to carry out this operation after sorting all the people in the file.

If you have any family data in a Resources directory then to carry out this sort properly you will also need to carry out the same action on the Resources file, and, as with the Reorder people sort you will be offered this option.

Normalise file

As you may realise the reference numbers given to people and families are allocated sequentially as the database is created. Some of the tools described in this chapter alter this so that the numbers are allocated to better suit the order of the people in the tree. However, these functions merely switch the people or family numbers, so that the order of the data in the file will not follow the order of the reference number.

Normally this is of no consequence as you would not usually need to know the location of individual records. However, there is one circumstance where the actual order of the data is relevant and that is the 'Unsort' function described next. So that 'Unsort' can be meaningful even after a database has been subjected to various sorting functions Normalise File will remake the entire database with all the records, both people and Families, in numerical order. The advantage of this is that if you subsequently perform any type of sort upon the file then the Unsort function will return the file to this new order and not the (often random) order in which the data was originally entered.

'Normalise file' leads to a SaveAs window from where you can save the new file. This will have all the characteristics of the original file, the only difference will be the internal order of the records. Since the reference numbers of people and families are unchanged it is unnecessary to alter the Resources directory.

Unsort all

Seeing this option on the menu you might think the earlier warnings about sorting can be taken lightly because it can be undone. Well, possibly, but perhaps not, and it cannot be guaranteed 100%..

Under most circumstances it is possible to reliably sort and unsort the file and Resources directory and after the operation all the reference numbers will be exactly the same as in the original file. To understand how this can be made to work you first need to understand how data is stored and numbers allocated.

The database consists of a series of records held in memory one after the other. The first record created will be given the number 1, the second number 2, and so on. As new records are added they are attached to the end of the file and the next available number allocated. So, in its 'natural' state the number of each record corresponds to its position in the file. Even if a person or family is deleted the number remains, and if it is re-used the new person will occupy the same place in the file.

When the file is sorted the records aren't moved, they are just given new numbers. In theory, therefore, it is possible to restore the file to its original state by working through it allocating number 1 to the first record number, 2 to the second, and so on to the end. This should return the file to its original, ordered, state, and while it is doing this the program can work out how to change the Resources directory to suit.

So, unsorting does not return the database to its state before it was *last* sorted, but to its original state when the records were entered. If you sorted it on a previous occasion it will not revert to that state. If you had paperwork cross referenced by number to the database after the earlier sort, those references will be wrong.

There's another potential trap which could result in a thoroughly scrambled Resources directory that you would have to spend a lot of time and effort sorting out manually. The sort/unesort sequence will only work if you either sort the Resources directory with both operations or with neither. If you sort it and then forget to unsort it you've got problems. If you don't sort it but then tell the program to unsort it you've got problems.

One final (but unlikely) possibility is a disc error. This could interrupt the sort or unsort before completion. This won't matter for the actual database because the Resources directory isn't dealt with until after the file sort/unesort is complete, but it will leave the Resources directory in a mess.

As you can see from this the best way to organise your data is to leave it unsorted. If you *know* your file is unsorted then you can (probably) sort and unsort it and the Resources directory without problems.

Despite all the warnings, you will see that the problems arise because of the possibility of the internal reference numbers in the database getting out of step with external references, either in the Resources directory or paperwork. Whatever happens, the actual data should be perfectly safe, it's only the external cross referencing that can get mixed up, and provided you always sort the Resources directory with the database the only likely cause of a problem is if the Resources directory sort is interrupted in some way, for example, by some sort of filing system error.

Check/Repair

This scans the entire file looking for missing or inappropriate links. In theory these shouldn't happen, but any database can become corrupted. This tool will check and repair one of the most important aspects of Ancestor+, the linkages, which is also the one where errors can be most difficult to find and awkward to fix.

A genealogical database contains a large number of links between various individuals. For example, a person will be linked 'upwards' to his/her parents and 'downwards' to any children. Similarly a family structure will have links to the spouse(s) and any children. You can therefore see that for these links to work they must be to a person or family which exists in the file, and that, in many cases, they must be reciprocal, that is, where a family has a link to a child that child should also have a link to the family.

This function firstly checks that all such links are valid, that is, the person or family linked to is actually present in the file. If not, then the link is removed.

Next it checks all the other various links and ensures that they are reciprocated. If not, it inserts the appropriate reciprocal link.

When this is done a window will appear telling if it had found any errors and if so how many. If no errors were found, which will most probably be the case, then you can just click on **Cancel** to close the window.

If errors were reported then you should run the Check/Repair tool again. If, the second time around, it reports no errors then all is well. If not, it means that one or more errors were found which cannot be fixed automatically. You should therefore run the Check/Repair tool another two or three times (it only takes a few moments) to ensure that the number of reported errors is stable. Sometimes the number may reduce each time

for the first few passes.

Once the number has stabilised instead of clicking on **Cancel** in the window which reports the errors found click on the other button, **Save**. A text file named **LinkErrors** will then appear in the same directory in which The !Ancestor+ application is located. This file is a list of all the family numbers in which an error was found. You can actually save this list at any time but there's no point in doing so if the damaged links have been repaired.

Once you know the families in which the errors appear you can examine them and try to find the problem.

The most common one is that a child has been linked to more than one family. Of course, this can be the case if a child is linked to both 'natural' and 'adopted' parents, but that would not be an error. The Check/repair tool can't fix such an error because it has no way of knowing which link is valid.

You can repair such an error by opening the family window and then clicking on each child in turn from the child menu to place them in the centre of the main window. You can then see which parents the child is linked to. If this link is different from the family whose window is opened then that will be the error, and you can delete the child from whichever family is wrong.

Appendix A

Report Template files

As explained in the section on Reports, only the first four items on the menu are fixed. Everything after these four is generated by a Template File. These are stored in the directory 'Reports' in the 'User' sub-directory of the !Ancestor+ application directory.

Report templates are an extremely powerful feature of Ancestor+. They can consist of (almost) any type of file. Text files are simplest, but other types can be used, subject to certain restrictions. When a template file is used the program loads it and saves a copy of the file, substituting data taken from the database about the person or persons for certain 'tags' in the file. These tags consist of '\ ' followed by a three letter upper case mnemonic. Because of this is you cannot use the '\ ' character anywhere in your document. If you do need to use it, then use two, one after the other, and the resulting file will then contain just one.

Use of this system means that the user is not restricted to a series of 'forms' for data export. You decide exactly how you want your reports to look, and you can create many different formats for different purposes.

Because the text which is substituted for the tag will normally be longer than the four characters used for the tag the resulting file will, if direct substitution is used, normally be longer than the template. With text files this is unimportant, but for many types of file it is not possible to substitute data of a different length, so an alternative technique must be used. The 'fixed text' that makes up the form can be anything you like, however, the format of the text objects that hold the tags must be correct. When using a Drawfile the first such object you create *must* be the tag '\OVW' (OVerWrite). This text won't actually appear in the output file, so you can place it anywhere, but it must be created before any of the subsequent tags so it's found first when the Drawfile is 'scanned'. With a wordprocessor file this tag must appear before any other tag. Each subsequent object must begin with the appropriate tag and then have enough 'trailing spaces' to leave room for the data that will be substituted. If you don't include enough spaces the resulting file will be corrupt.

Some tags cannot be used in Overwrite mode. In fact, it's not the tags that can't be used but *structures*. These are pairs of tags which form a 'loop' which is repeated a number of times until the appropriate data is 'used up'. For example, when reporting a person's family links the number of links is variable. It could be none, or it could be half a dozen. Because the outcome is unpredictable it is not possible to use a fixed format, so these structures can only be used in Insert mode. This does not preclude their use with wordprocessors like Ovation Pro or Impression. What you have to do is create your Template file as usual, but you do not need to leave any space for data, just type the tags. Now, don't save the file in the usual way. With Ovation Pro use 'Save story' and select DDL format, with Impression use 'Save text story' with 'Styles' enabled, with EasiWriter save the file as Rich Text (RTF). These are just special types of text files with font and formatting data. Unlike the 'real' document files created by the programs they can be modified and manipulated by Ancestor+ and the substitutions made and yet still re-loaded into the appropriate program, normally by dragging them to the program's icon on the icon bar.

When using RTF files with EasiWriter there is a 'quirk' you should be aware of. RTF uses the '\ ' character to precede formatting commands. This should not be a problem but EasiWriter seems to have difficulties where a tag follows a Tab in the original document. The fix is simple. After pressing the Tab key in EasiWriter and before you type the tag insert a single space. If you don't do this the first word or character of the data may be lost.

The following tags can be used. Those marked '**' cannot be used in Overwrite mode.

\NUM	Person, Family or Child's number
\FOR	Forename
\SUR	Surname
\NAM	Full name (forename(s) followed by surname)
\BYN	Byname
\TTL	Title
\DOB	Date of birth
\DOD	Date of death
\DBA	Date of Baptism
\DBU	Date of Burial
\POB	Place of birth
\POD	Place of death
\PBA	Place of Baptism
\PBU	Place of Burial
\YOB	Year of Birth
\YOD	Year of Death
\YBA	Year of Baptism

\YBU		Year of Burial
\STA		Status
\SEX		Sex
\UN1 to \UN5	Names of User	Field 1 to 5
\US1 to \US5		Contents of User Field 1 to 5
\UD1 to \UD5	User Dates 1 to 5	
\UY1 to \UY5		User dates 1 to 5 as Year only
\NOT	**	Insert Notes file
\UFN	**	Insert Unformatted Notes file (see text)
\INS		Insert mode (default)
\OVW		Overwrite mode
\ADO		Text used for an Adopted child (see text)
\PAR		Parent's names (if known) in the form <name> and <name>
\AHN		Ahnentafel number

The following structures can be used, and some tags can only be used within these structures.

\FAM	Begin Family structure
\ENF	End Family structure
\CHI	Begin Child structure
\ENC	End Child structure

The Child Structure can only be used from within a Family structure. In addition, the following tags can only be used within a Family structure -

\DOM	Date of Marriage
\DOE	Date of End of Marriage
\YOM	Year of Marriage
\YOE	Year of End of Marriage
\POM	Place of Marriage
\TYP	Type of union
\RFE	Reason for ending
\NCH	Number of Children
\COM	'Notes' field in Family window (COMment)
\NOT	Notes file for the family
\UFN	Unformatted Notes file for the family

The \NAM, \FOR, \SUR, \TTL and \BYN tag can be used within a Family structure but it will return the appropriate data for the spouse of the person from whose record the family structure was used.

Within a Child structure the following tags can be used.

\NUM	Number
\FOR	Forename
\SUR	Surname
\NAM	Full name (forename(s) followed by surname)
\BYN	Byname
\TTL	Title
\DOB	Date of birth
\DOD	Date of death
\DBA	Date of Baptism
\DBU	Date of Burial
\POB	Place of birth
\POD	Place of death
\PBA	Place of Baptism
\PBU	Place of Burial
\YOB	Year of Birth
\YOD	Year of Death
\YBA	Year of Baptism
\YBU	Year of Burial
\SEX	Sex
\ADO	If child is adopted, insert appropriate text

If you want to insert Family and Child(ren) data but don't want to bother designing your own structures then Ancestor+ has two pre-defined systems. If you use the \CHI tag immediately followed by the \ENC tag thus;

\CHI\ENC

then you will get the children of a family reported as -

1st child name, born year of birth
2nd child name, born year of birth

where the text in italics will be the actual data for that child.

If you use the \FAM tag immediately followed by the \ENF tag then the family will be reported in a standard format, thus;

Family links: *number of links*
1st spouse name, year of marriage to end of marriage, num. children
2nd spouse name, year of marriage to end of marriage, num. children

There is also an 'overall' structure which can be enclosed within the two tags \REP and \ENR (Repeat and End Repeat). This is used for multi-person reports where you may wish to include a 'preamble' text or heading that you don't want repeated for each person. Ancestor+ will only repeat the structure inside the \REP and \ENR tags for each individual, and so your preamble and anything you may wish to add at the end of the file will appear only once. If these tags aren't used then, when creating multiple reports, the whole of the file will be repeated for each person.

The \ADO tag is used within a \CHI structure to insert a word where a child is adopted into that family. By default the word is (Adopted), in brackets as shown, and with a leading space. If you want to change this, for example, you might prefer to shorten it to just '(A)', then insert the \ADO tag somewhere in the text *before* the first structure begins. All of the text on the line following the \ADO tag will then be inserted in a \CHI structure where the \ADO tag appears the child is adopted.

Leading spaces after the \ADO tag are normally stripped when the tag is used to define the word(s) to be used. If you want leading spaces insert an '=' character, then everything after the '=' sign will be used, including spaces, eg.

\ADO = (Adopted)

As there are two spaces between '=' and '(Adopted)' there would be two leading spaces whenever the word was used.

There are several example files included in the Reports sub directory of the User directory with the distribution copy of Ancestor+. Although these all work, they are not really intended for serious use, but just as examples for you to see how the system operates. The whole point of Template files is that you can use the method to create documents just the way you want, and it will be worthwhile spending some time experimenting with the system.

Appendix B

GEDCOM - a brief description

This is a simplified explanation of what GEDCOM is and how it is made up.

GEDCOM is a way of writing a file of genealogical information, with family links, so that it can be understood by other programs. The biggest problem is that there seem to be as many different "standards" as there are programs. However, the basics are very easy to understand and files can easily be read or even prepared using a text editor.

Below is an example of a GEDCOM file. The numbers down the left-hand side represent 'levels'. '0' means a new individual or family. Events like births, marriages, deaths etc. may have more than one piece of data associated with them such as dates, places etc. so the main heading is numbered '1' and sub-headings with '2'. If there are no sub-headings the data appears beside the '1'

If a sub-heading has sub-divisions these would be labelled '3', and these could (infrequently) be further sub-sub-sub etc. headings labelled 4, 5, etc.

The three or four characters in capital letters are the GEDCOM tags. These are the 'standard' part of the file. They are usually the first four characters of the fieldname, although some may have only three letters.

The file begins with a heading, (0 HEAD) and a final line 0 TRLR at the end.

Data about a person is written on consecutive lines. INDI means an INDIVIDUAL and their number will be the program's internal reference number. This line is always written in the form

0 @number@INDI

The file is in two parts. The first half contains information about individuals and the second about families.

The first individual has number 187. FAMS tells you this person is a SPOUSE in FAMILY number 59 and other details about this person. Next comes a second individual who is also a SPOUSE in FAMILY 59. Next is a daughter, FAMC indicating that she is a CHILD in FAMILY 59 and also a SPOUSE in FAMILY 60. Next is a son.

Once the INDIVIDUALS have been listed, the families follow. Each FAMILY has a different number (it doesn't matter if it is the same as an individual as it is preceded by "F") with the details of the family.

FAMILY 59 is made up of a HUSBAND (188), a WIFE (187) and CHILDREN (189-193). Next come details of the marriage.

Some programs accept family details written immediately after the individual details, others like them all at the end. Some programs like the data in the same order as their fields, others will take any order. If they don't have a field which suits a tag in your file most programs will ignore that information, some generate an error, some put all the information they can't digest into the NOTE field.

This is a very simple explanation and there is obviously much more to it.

```
0 HEAD
1 SYST
2 SOUR <program name>
0 @I187@INDI
1 SEX F
1 NAME Joan/Smith/
1 FAMS @F59@
1 BIRT
2 DATE 15 Jun 1965
2 PLAC London SW12
0 @I188@INDI
1 SEX M
1 NAME John/Brown/
1 FAMS @F59@
1 BIRT
2 DATE 25 Mar 1962
0 @I189@INDI
1 SEX F
1 NAME Susan/Brown/
1 FAMC @F59@
1 FAMS @F60@
1 CHR
2 DATE Oct 1987
```

2 PLAC London
1 BIRT
2 DATE 18 Aug 1987
2 PLAC Chiswick
0 @I190@INDI
1 SEX F
0 @I191@INDI
1 SEX M
1 NAME William/BrownG/
1 FAMC @F59@
0 @F59@FAM
1 HUSB @I188@
1 WIFE @I187@
1 CHIL @I189@
1 CHIL @I190@
1 MARR
2 DATE 16 Jul 1985
2 PLAC Chiswick
 <more data should follow here, including FAMILY No. 60, referenced from INDIVIDUAL No. 189>
0 TRLR

Appendix C

Database limitations

The maximum number of people that can be accommodated is 20,000, and the maximum number of families 10,000. These numbers could be increased should the need arise. The maximum number of family links (ie. marriages) that any person can have is 20, and up to 25 children can be linked into a family.

A person can be linked to only one natural and one adopted set of parents. If you wished to link a person to, for example, several sets of foster parents you could do so using Soft Links with appropriate notes.

Unlike some other systems Ancestor+ accepts same sex 'marriages' and, although it will issue warnings, it will permit you to create families where the date of birth of a child is widely outside the normally accepted range, thereby anticipating such developments as AID and surrogate mothers. Many programs will reject a date of birth of a child that is what it considers too long after the death of the Father or Mother.

A family does not require two parents. It is quite possible to create a 'social' family unit consisting of a single parent and several children who could be adopted or created by AID or some type of surrogacy.

The database itself uses variable length records, so it can be kept fairly compact while still allowing quite large fields. The maximum size of these fields is therefore set by the capacity of the various windows, and is -

In the Details window -

Surname, Forename, Byname and Title	50 characters
Place of Birth, Death, Baptism and Burial	100 characters
User fields	100 characters

In the Family window -

Place of Marriage	100 characters
Note	100 characters

Appendix D

CSV file format

When a complete database is saved from Ancestor+ in CSV format a directory is created containing two CSV files named People and Unions. Ancestor+ can accept data in the form of CSV files but it must be in exactly the same format as described.

This is not really a format suitable for data exchange between other genealogical but it does contain all the material necessary to re-create the database. It is therefore ideal for people who wish to write conversion utilities for importing and exporting data to and from other programs and this is the method used by !AncConv.

The 'People' file

The file begins with three lines -

Line 1	Always 'Ancestor+ People'
Line 2	Database title
Line 3	Number of People records in file

There then follows the data, one person per line, with a linefeed terminating each line. Each consecutive CSV field contains the following data.

Record number
Surname
Forename(s)
Byname(s)
Sex
Status
Title
Date of Birth
Place of Birth
Date of Death
Place of Death

If the next field contains 'D' then the User fields each have an associated date, so what follows is -

User Field 1 date
User Field 1 text
User Field 2 date
User Field 2 text
User Field 3 date
User Field 3 text
User Field 4 date
User Field 4 text
User Field 5 date
User Field 5 text
Date of Baptism
Place of Baptism
Date of Burial
Place of Burial

If the field after 'Place of Death' is not 'D' then the User Fields do not have an associated date so what follows is -

User Field 1
User Field 2
User Field 3
User Field 4
User field 5
Date of Baptism
Place of Baptism
Date of Burial
Place of Burial

All dates **must** be in the correct format, ie. dd-mm-yyyy, using numbers for the months. Day and/or month may be omitted. The last one or two digits of the year can be '?' as described in the section on Dates. A 'modifier' character (a, b, c, e, +) can be attached as a prefix, and a 'J' or 'G' as a suffix.

Because of the length of the Name and User fields the length of a line in the People file can be quite large, over 1000 characters. Many programs cannot accept lines longer than 255 characters.

The 'Unions' file

The file begins with three lines -

Line 1	Always 'Ancestor+ Families'
Line 2	Database title
Line 3	Number of Family records

There then follows the data, one family record per line, with a linefeed terminating each line. Each CSV field contains the following data.

- Record number
- Type of union code
- Place of marriage
- Date of marriage
- Date of end of marriage
- Marriage ended by code
- Notes field
- Reference number of first partner
- Reference number of second partner
- Number of children

If the number of children is >0 there then follows a number of additional fields, each containing the reference number of the child. All people and children **MUST** be defined in the accompanying People file. Adopted children have a leading capital A.

Keystroke shortcuts

Ancestor+ accepts various keyboard shortcuts. As with all program Ancestor+ must have the 'input focus' for these to operate. Some of these are 'context sensitive'.

- **F3** Open 'Save' box
- **F4** Open 'Search' window
- **F8** Restore Details or Family window to last Updated state (undo)
- **F9** Clear all fields in Details or Family window
- **Shift-Ctrl-Insert** Same as pressing Add or Update in Detail or Family windows
- **Shift-Ctrl-A** Same as clicking on Add when adding new people or families
- **Ctrl F1 to F9** Type macro (only in Details and Family windows)
- **Alt-1 to Alt-20** Enter Name in Details window
- **Ctrl-C** Copy field contents to clipboard
- **Ctrl-X** Cut field contents to clipboard
- **Ctrl-V** Replace contents of field with contents of clipboard

In addition the cursor (arrow) keys can be used to move up and down between writable fields in most windows.

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