

I teach Family Tree Maker by having the program open in Screen Share via Zoom. I demonstrate the various ways to use the software package, mostly lecturing, but stopping to answer questions. I usually cover two lessons each week, 1 and 2 the first week, 2 and 3 the next week, and so forth. I find that the repetition helps reinforce the concepts. Like any software package, this is complex and needs practice to learn all the ways to use it. Students should work on their own between classes. I am available 15 minutes before and after class, and I am also available via email to answer questions.

Lesson 1 – FTM Basics – Toolbars, Menus, Workspace Overview, Creating a Tree

Lesson 2 –Entering Family Information

Lesson 3 –Documenting Your Research - creating source and source citations

Lesson 4 –Adding Media Items

Lesson 5 –Using Maps - move, zoom, print map, facts associated with a location

Lesson 6 - Researching Your Tree Online - Ancestry Hints, merging records & more

Lesson 7 – Creating Family Tree Charts and Running Reports

Lesson 8 –Working with Trees - merging, renaming, deleting, making trees private

Lesson 9 –Tools and Preferences - many ways to personalize your tree

Lesson 10 –Family Tree Problem Solver - resolving relationship issues, fixing errors

Lesson 11 –Writing a Family History