

# Legacy Family Tree – For Beginners

Joseph Leavitt, FH Fair, 18 April 2015

After going over some of the basics (very easy to do, and might take only a little time), I will want to make you aware of some the features of Legacy that do things for you, and make it easy to use. You'll see that what might seem at first to be advanced features, are, upon reflection, exactly what you want – and probably expect.

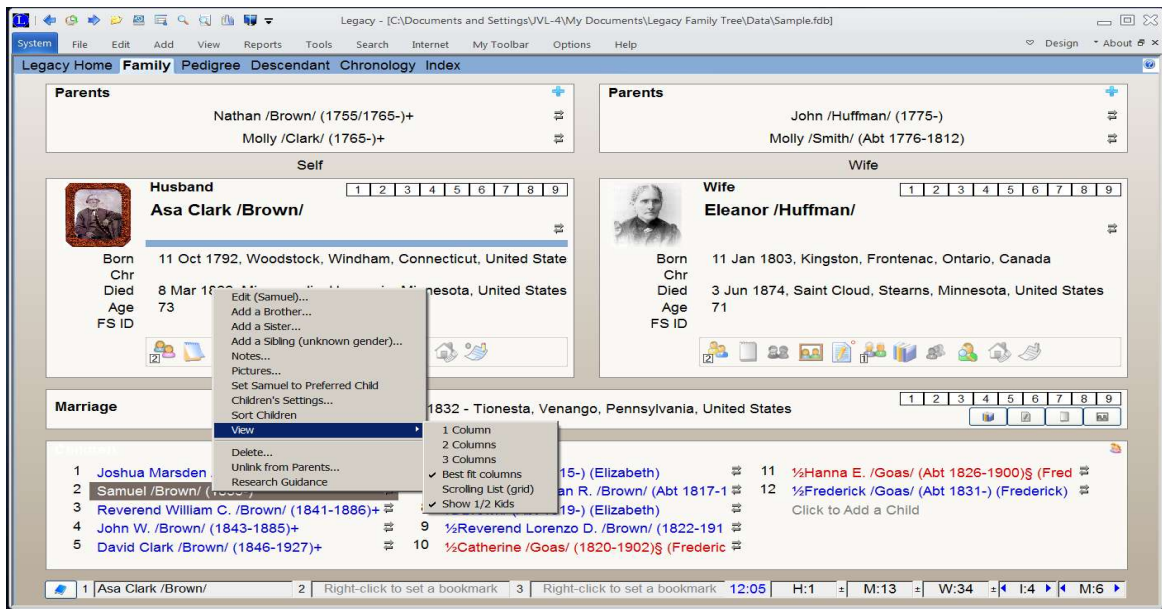
For those who have not tried the program, it is an easy thing to download the Deluxe or free Standard Edition of Legacy Family Tree (from [www.legacyfamilytree.com](http://www.legacyfamilytree.com)), install it, and open the Sample File that is included. You'll see a display of menus and Icons, and you probably know that you don't need to know what most of them are for.

To do basic work, you only need to become familiar with the menu or Icon that brings up the Name List, and where to click to edit a person's data, and how to navigate up and down the line. Try it – don't worry about hurting the Sample File – I'm sure the author has a copy of his own. :-)

If you have used other genealogy programs, you will see that most things have a familiar but more appealing layout and appearance in Legacy. There are a number of customizing options for aligning the program to your own preferences. To begin with your data, the “Guided Startup Wizard,” appears when you click on “New File” from the File Menu. Or, if you have data in another program, use the Import Icon on the File Menu to import your data from any another program. It might be necessary to export your data from the other program first. This produces what is called a “Gedcom” file, which is a universal format for exporting genealogy records.

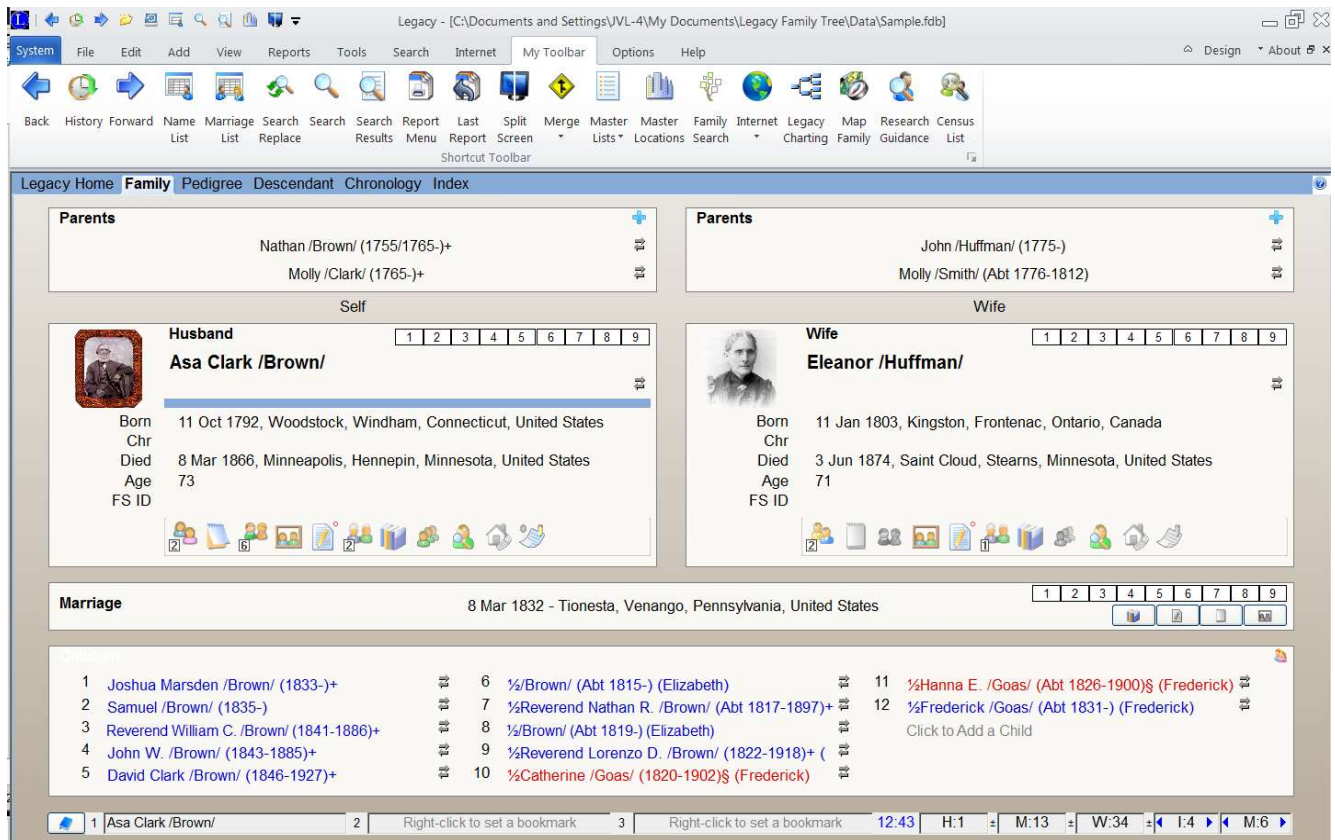
A simple program might mean one that has few options and features, appearing to be uncomplicated. That, of course, doesn't mean the program would be easy to use, or does everything you want it to. An easy to use program is one that has an intuitive feel and appearance built into it, and has many features that are helpful to you during your work, but includes options and numerous features that aren't necessary to know about if you don't want to, or don't need to, but are could be helpful when you get around to learning about them. Here is one example:

Using the Sample File, I right-clicked on a child's name, and selected “View,” and “Show 1/2 kids.”



The 1/2 kids means, of course, half-siblings, or half brothers and half sisters. The default option is for them not to be displayed on the screen if they are not the natural children of this couple, but I like to easily see if there are children by another spouse. If you want to do the same, here is where you can select the “Show 1/2 kids” option, so the half-siblings will appear if there are other children of the couple that you have on the screen.

In the above image, I have the “Ribbon Toolbar” minimized. If you have room on your display monitor, you might like to have one showing all the time. Here is how the “My Toolbar” ribbon would appear if not minimized. This is done with another customizing option.



Notice that there is a very small extra toolbar at the upper left corner of the window. This is called a Quick Access Toolbar, and can be set up with any ten tool Icons you might use most often – each accessed with a single click, as on other ribbon bars. The Quick Access Toolbar will always be showing, even if the others are minimized.

My intention is to discuss, at least briefly:

1. Preference and customization settings.
2. Features of the Family view, and the Name List
3. Basic operations, like adding spouses and children, etc.
4. Setting relationships, search lists, and Tagging.

I like the following review of the Legacy program that I found on a website called Livescience.com. Naturally, it doesn't include all the great things that could be said about Legacy, but does okay for the small space provided.

“Legacy Family Tree 8.0 gets a top rating from Top Ten Reviews for its flexible options, which can handle divorce, adoption and other complicated branchings of the family tree. In Legacy, color-coding and an uncluttered interface help make complex trees easy to read. The program syncs with Ancestry.com and the genealogy website FamilySearch to connect you to other genealogists. It also collects family stats and trivia, like the longest-lasting marriage in the family or the average life span of family members.

One major downside of this software is that it is not Mac-compatible unless you have Windows for Mac installed.

**Ease of use:** One reason Legacy scored high compared with other programs is that it is easy to use, even for beginners. Unique features such as a list of potential interview questions to ask family members may give first timers more confidence and spark ideas for doing family research. New features in Legacy Family Tree 8 include an Origins chart for individuals to show what percentage of their ancestry comes from various countries; a migration report and migration mapping; automatic duplicate information checking; and a feature that includes multiple family members in events such as weddings, bar mitzvahs and reunions.

A Media Gatherer tool provides a one-stop spot to store genealogy-related multimedia. The program also automatically flags errors such as duplicate entries.

**Help and support:** The software's help section has quick answers about how to use the program, and Legacy's website includes a large support page with how to's and frequently asked questions. The website also hosts contact information for user groups, and a tech support hotline is available during business hours.”