Course Learning Outcomes

At the end of this course you should be able to:

- Identify and solve basic historical and genealogical problems in Southern Europe and Latin America through primary and secondary source research, using library, archival and technological resources;
- Produce genealogical research reports and narrative family histories and compiled lineages that are clear, precise and well-written;
- Recognize and incorporate the historical background of the time and place in your genealogical research;
- Demonstrate content knowledge of primary historical sources for Southern Europe and Latin America;
- Apply research skills learned to the search for your ancestors and/or to assist others in their searches in Southern Europe and Latin America;
- Utilize a significant range of skills and abilities in critical genealogical evidentiary analysis and be able to distinguish that from historical analysis; and
- Explain the roles of New.FamilySearch.org and other FamilySearch.org programs, integrating in the process the academic knowledge from this course with a testimony of the current direction of family history in the LDS Church.

For more complete information see https://learningoutcomes.byu.edu/wiki/index.php/Family_History_BA.

Course Structure and Grading

Class will consist of a combination of lectures, discussions, reviews, exams, peer review, reports, and hands-on research at both BYU and the Family History Library in Salt Lake City. (Note: use of the FHL will be required to do well in this course). There are some scheduled days when class will not be held. Individual research meetings with the professor will be scheduled instead.

Unless noted otherwise on the assignment description, homework will be submitted electronically to byufamilyhistory.ryskamp@gmail.com. Corrected homework will be returned to the email address from which it was sent. Homework turned in late will result in a 5% deduction in grade for the first day (calendar, not class day) and an additional 5% deduction each subsequent day. Late work will not be accepted more than one week after the original deadline, unless there are very unique circumstances. Genealogical research is a process that requires rigorous research and thinking that cannot be short-circuited the last month of the semester.

Grading will be tough, but everyone can be successful if they do the required work at the standard of excellence. Letting sloppy work slip with passable grades does both you and the school a disservice. If you feel that you are not making the progress in the class you would like to, consult with the professor when it is still early enough to make effective corrections.
The student will—at least in part—meet these objectives by taking part in class lectures, exercises, readings, labs and exams, and by participating in family history oral and writing assignments.

You may potentially earn 1500 total points, as follows:

- 400 points from the exams (100 for Midterm and 300 for Final)
- 75 points for Preliminary Survey: Home Sources, Interviews, FamilySearch and the Internet and published family histories and biographies with family group sheets
- 25 points for Initial Records Availability Survey
- 100 points for the Locality Survey
- 250 total points for team and record sources assignments (as defined when handed out)
- 300 points for the final family group writing/compilation work
- 35 points for the written review of an historical article.
- 75 points for the history book review.
- 100 points for research guide and document samples portfolio.
- 100 points for research logs (1 point for each 20 minutes of research time logged. If you have earned at least 20 points on each log, you may earn extra points beyond the 100 total.)
- 40 points for class exercises, attendance and participation

Grades will be awarded on the decade system: 90 percent and above (A-, A), 80 percent and above (B- or better), 70 percent (C- or better), and so forth. Attendance will be an important factor in your grade because there will be information given in class that will not be found in the written materials.

Materials to purchase:

Textbooks

All students should purchase the first text and any others that are relevant to you research area. If you doing research in Mexico you would by the first two; if in Italy the first, third and fourth; and France the first, fifth and sixth, etc. If doing Portuguese research, please contact the instructor as there is no volume on Portuguese research and it will be necessary to accumulate articles and websites to put together material for this class, possibly incurring costs of up to $60.


*Italian Genealogical Records*, by Trafford R. Cole. Provo: Ancestry, 1995. This book is denoted "IGR" on the course outline. For those doing Italian research this is required reading, and the parts/sections indicated should be read before class.


France Research Outline Salt Lake City: Church of Jesus Christ of Latter-Day Saints, 1997. On the course outline, this book is denoted "FRO," and French students should read the parts/sections indicated before the class.


French Records Extraction, Spanish Records Extraction, Basic Portuguese Paleography. Each of these is published by the Church of Jesus Christ of Latter-day Saints, and available for purchase on a CD available from the instructor.

You should also purchase or obtain from the library a one volume general history of the country you select for your research.

Research Materials

It is expected that you will consult at least ten to fifteen different record sources for this class. Many are now available online at sites like pilot.familysearch.org; ancestry.com; footnote.com and heritagequest.com. The Family History Library in the HBLL has many microfilms in its collections. If the ones you need are not currently available at the HBLL, you have two choices:

1) order the films for viewing at the BYU Family History Library (3rd Floor HBLL). (You must allow at least three weeks for these to arrive.) OR
2) go to the Family History Library in Salt Lake City. (Plan time in your schedule for this. The TRAX and UTA buses travel directly to within one block of the Library. See www.ride.UTA for schedules.)

Exams

There will be two exams: a midterm worth 100 points, and the final worth 300 points. Exams will consist of multiple choice and fill in the blank questions, and one or more document translation/analysis exercises drawn from lectures and readings. The midterm will be timed to last about 65 minutes. The final will be timed to take three hours and will heavily emphasize actual research experience.

Written Assignments

All written and research assignments in this class—except for the team exercises—will focus on one ancestral family group that meets the following requirements:
1. There were at least three children born into the family, at least one of whom was born before 1880 in your research country.
2. The family should be from a geographical area in Southern Europe, Quebec, or Latin America where some records are available online or have been microfilmed.
3. If possible, select a family where someone on the sheet will need temple work.

All written assignments are due on the day indicated below and should submitted electronically to byufamilyhistory.ryskamp@gmail.com in Word, pdf or Excel formats.

Initial Preliminary Survey Assignment: Due 18 Jan

Using RootsMagic (or a comparable and GEDCOM-compatible family history software), Excel and/or Word, do the following:

1. Prepare a written report (including attachments as indicated) explaining the work you have done in completing the preliminary survey including following steps for your selected family units:
   A. Search for home and family sources
   B. Complete oral interviews.
   C. 1. Search for all family members in new.familysearch.org and then search for them in the following:
       * Pedigree Resource File
       * IGI/Ordinance Index:
   In your report indicate any differences between NFS and the other indexes you looked at in terms of the information you find.
   2. Complete a search for the surnames of your selected ancestral family group in the “family trees” sections of two other large Internet surname databases and print out the results. Did you find more or less than in NFS? Do not search these for original sources such as censuses. Those opportunities will come later in the course.
   D. 1. Complete a search for the surnames of your selected ancestral family group in the surname section of the FHLC and in two other library catalogs. How many entries did you find? Which ones look like they may be relevant to your search? Submit lists you printed from each catalog.
      2. Complete a search on the Internet (perhaps using Google) that relates to your research. You might look under the surnames of your selected ancestral family groups and/or under a topic such as a war in which an ancestor served. In your report indicate what you found and the URL addresses. You should attach copies of interesting information found.
   3. Search the World Biographical Information System database (found at http://www.lib.byu.edu/) that relates to your research. In your report indicate what you found.
   E. A description of where, when and with what records you intend to start doing your investigation
2. **Prepare a Roots Magic family group record** for the ancestral family you have selected to research, showing all information you know at this point (it is understood this will be incomplete). Notes as to sources of information should appear for each individual family member and may include not only database information and documentary sources such as vital records, letters or books, but also oral interviews where the information came from a parent or other relative. *Any fact you record about a person must have a source.*

3. **Prepare a pedigree chart** showing your relationship (or that of a living person for whom you are researching) to the ancestral family you have selected.

**INITIAL RECORDS AVAILABILITY SURVEY (DUE 28 JAN)**

Prepare a brief report detailing what civil registers and/or Catholic parish records are available for your town, including microfilm numbers and/or website addresses and explaining in detail how you plan to proceed with the research in those records.

**LOCALITY SURVEY (DUE 10 FEB)**

Prepare a research report for a locality where your selected ancestral family lived, similar in form to the one distributed in class. It should include the following:

1) a brief description of the current status of the research, with particular emphasis on place(s) and time period(s);

2) a brief description of the jurisdictional history of the locality;

3) a list of the records from the FHLC for each of the topics you find, as well as any records for that locality identified in sources such as the Family History Library publications and other publications identified for your country;

4) results of key word searches in the BYU Library Catalog; one computer library catalog system such as RLIN or Worldcat; an Internet search system such as Google for the country, province state or département, and locality of research. Where possible you should look at the books or websites to determine what records exist or may exist that are not online or microfilmed

5) copies of maps of the locality—both modern and, where possible, for the time period of your research—and

6) entries from a geographical dictionary.

7) Finish with a detailed description of your plan of research, including what records you plan to search (with film numbers, if these are on microfilm), or write for (with addresses).

8) Include a research log.
**Final Family History Writing Assignment (Due 13 Apr, but not late until after 15 Apr)**

Prepare a report on research performed since the Locality Survey. Summarize your research activities, highlighting any research problems and identifying sources searched in which nothing was found. Accompanying that report will be a portfolio for your family group study of the selected family groups, including the following items:

1) A Family Group Record for which you have been researching, utilizing information that you gain from parish and civil registration records, censuses, and any other original records you have consulted, as well as through interviews (by phone if need be) with relatives, from databases, printed and manuscript histories, etc.

2) Extracts of records in which you found the family or members. These should be from parish or civil registration records, as well as censuses, notarial records and other original records that you have consulted by searching the records identified in the locality search.

3) A written report providing a detailed analysis of future research work to be done on these families.

4) Compile and write a history of the locality from which the selected families came, emphasizing the nature and composition of society. 500 words.

5) A written narrative family history in a compiled lineage format for the family you have researched that puts the family's history into a wider historical context. Choose a theme—such as how the family was affected by wars, economic depressions or industrialization—to give the paper focus and coherence. In your text include a narrative biography for each individual (parents and children) on each family group sheet. This part of the assignment should be a minimum of 500 words.

In addition to historical sources providing the local history or historical context, this history should include any pertinent sources you have researched about the family, including parish and civil registers, manuscripts, printed biographical sketches, court records, census records, military records, etc. You may include material previously used in the Locality Survey. This will include text, plus footnotes and a bibliography of sources consulted.

Work should be neat and accurate, with proper grammar and punctuation. Sources must be adequately identified in notes so that you can use this work as a foundation for further research in the future.

**Team Exercise Record Practice Assignments (Due on date given on p. 11)**

To assist you in learning how to use records, you will receive assignments that expose you to real research situations using locality reference tools, parish records (baptisms, marriages and deaths), notarial records, military and census records. Some of these will be completed by working with
language teams, and in others you will work alone. The assignments will require additional thought and application of evidentiary and linkage concepts regularly encountered when doing research work.

**RESEARCH HOURS REPORTED ON RESEARCH LOGS (DUE WITH RESEARCH ASSIGNMENTS.)**

You should maintain a log of your research showing sources consulted, including those from which no information was obtained, and time spent researching. *A research log must accompany every research assignment submitted.* A blank research log in Word and Excel format can be found on Blackboard. A minimum of 50 hours research time is expected for this class, including research for the Locality Survey assignment and that portion of the new.familysearch assignment relating to your ancestral family. This does not include data entry time, reading assignments or completing the Records Sources or Team assignments.

**REVIEW OF AN HISTORICAL ARTICLE**

Review an article, chapter of a book or a short book about Latin American or southern European History which utilizes a source discussed in class. This review should be around 300 words. Make this not just a summary and analysis of what the author said, but of the effectiveness of the author's use of the source.

**REVIEW OF THE HISTORY OF THE NATION OR REGION OF INTEREST, AND HISTORY OF THE FAMILY**

Select and read a history of the nation or region in which you are researching. Prepare a written review consisting of at least 500 words summarizing the history, evaluating its value and identifying any events discussed that would impact on your ancestors and/or the making and/or preserving of records in your country.

Second semester students will also select and read a history of the family in your country or region.

**RESEARCH GUIDE AND DOCUMENTS PORTFOLIO NOTEBOOK**

From your country of research, submit a document sample for each of the major reference sources and records types discussed. These may be drawn from your own research or from identified films in the FHL or HBLL collection. Submit these in a notebook at the final exam.

**COMPUTER AND RESEARCH LABS**

**New.FamilySearch,** BYU Library Catalog and the Internet are available at the Salt Lake Center and at the Family History Library in Salt Lake City, as well as in Provo in the HBLL, and in the CFHG Lab in 1031 JFSB. Open hours in which you can visit the labs and receive individual assistance with family history computer programs and databases and/or do your own research are posted on [http://familyhistory.byu.edu](http://familyhistory.byu.edu) under “labs.”

The CFHG (1031 JFSB) lab and Dr. Ryskamp’s office (2105 JFSB) also have a number of Southern European/Latin American reference books for your use.
**History 481 (353) Course Class and Reading Assignments Schedule**

**Jan. 4 Topic:** Introduction to Southern European/Latin American Family History and the Research Process; Preliminary Survey: 1) Home Sources; 2) Other Family Members3) Large computer databases, including new.familysearch; 4) Printed Biographies, Family Histories and Surname Histories.

**Reading:** FYHR pp. 1-50; FIR pp.1-25, 40-43, 47-49; IGR 3-10,176-183; FRO 1-5; ARF 1-4; 133-142; MEX 1-10.

**Jan. 11 Topic:** Finish Preliminary Survey; Reading the Old Records—Language and Handwriting Report writing; Organizing and evaluating information; computer programs.

**Reading:** FYHR pp. 81-97; IGR 201-211, 217-221; ARF 20, 205-212; and French Records Extraction, Spanish Records Extraction or Basic Portuguese Paleography; MEX 13-23.

**Jan. 12** Meet with Professor Ryskamp at a time arranged in advance. Bring your information concerning the family you will research.

**Jan. 18 Topic:** Research in Original Sources; Civil Registers; Research by Correspondence and/or personal visit.

**Reading:** FYHR pp. 105-110; 145-156; FIR 53-69; IGR 53-97; ARF 39-70; FHR PP. 105-110; IGR 187-200; ARF 191-204; MEX 25-34.


**Reading:** FYHR pp. 157-187; IGR 99-124; FRO 13-18; ARF 5-15, 18-28; MEX 37-53.

**Feb. 1 Topic:** Determining Research Objectives: People Analysis and Locality Analysis; Geography and Geographic Research Tools; Factors of geography/place in family history; Using the FHLC.

**Reading:** FYHR pp. 51-62; 111-144; IGR 173-174, FRO 18-22; FIR 11-25, 53-71; IGR 25-33, 49-53; FRO 27-28; ARF165-186; review FHLC Lesson at 261.byu.edu; MEX 55-69.

**TBA: Before Feb. 4 Meet at FHL** to tour of the Family History Library sections relating to this class and then **meet with mentors at the HBLL map section (BYU Provo campus) to work on Locality Research team exercises.**

**Feb. 8 Topic:** Marriage and Marriage Records.

**Reading:** FYHR pp. 193-208.

**Feb. 15 MIDTERM EXAM**

**Feb. 22 Topic:** Case Studies and Methodologies in the use of parish and civil registers; Catholic Church Diocesan Records.

**Reading:** FYHR pp. 188-192; IGR 132-137; ARF 33-38; MEX 81-82; 127-128.

**Mar. 1 Topic:** Parish Death Records; Wills and Inventories.

**Reading:** ARF 77-86; MEX- check index.
Mar. 8 **Topic:** Notaries and Protocolos.
   **Reading:** FYHR pp. 235-251; IGR 152-157; ARF 103-118; MEX- check index.

Mar. 15 **Topic:** Writing a Proof Summary; Hands-on Practice using Notarial Records.

Mar. 22 **No Class!**

Mar. 29 **Topic:** Census Records; Demographic and Social History Studies Using Census and Parish Records.
   **Reading:** FYHR pp. 209-218; IGR 124-130, 158-161; FRO 12; ARF 87-91; MEX- check index.

Apr. 5 **Review for Final exam and final project**

Apr. 12 **Topic:** Military Records; Archival Systems of Southern Europe and Latin America; Personal Research in Archives; Networking: Genealogical Societies, Web Sites, etc.
   **Reading:** FYHR pp. 219-234; IGR 145-152; 174-175; ARF 29-33; 99-102; 119-132; Class Handout.

**Class Final Exam.** This will take three hours. Place and time to be arranged.
### Assignment Due Dates and Possible Points

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/12</td>
<td>script.byu.edu Assignment</td>
<td>25 POINTS</td>
</tr>
<tr>
<td>1/14</td>
<td>Preliminary Survey: Home Sources/ Interviews/ PAF Assignment Due With Research Log</td>
<td>50 POINTS</td>
</tr>
<tr>
<td>2/1</td>
<td>Locality Research Exercises</td>
<td>50 POINTS</td>
</tr>
<tr>
<td>2/11</td>
<td>Marriage Dispensation Assignment</td>
<td>25 POINTS</td>
</tr>
<tr>
<td>2/15</td>
<td>MIDTERM EXAM</td>
<td>100 POINTS</td>
</tr>
<tr>
<td>2/18</td>
<td>Locality Survey with Research Log</td>
<td>100 POINTS</td>
</tr>
<tr>
<td>2/20</td>
<td>Written Review of an Historical Article</td>
<td>35 POINTS</td>
</tr>
<tr>
<td>2/28</td>
<td>Small Parish Case Study Initial Generation Assignment</td>
<td>75 POINTS</td>
</tr>
<tr>
<td>3/12</td>
<td>Small Parish Case Study Second Generation Assignment</td>
<td>25 POINTS</td>
</tr>
<tr>
<td>3/16</td>
<td>National History Book Review</td>
<td>75 POINTS</td>
</tr>
<tr>
<td>3/23</td>
<td>Notarial Records Search Assignment</td>
<td>25 POINTS</td>
</tr>
<tr>
<td>3/31</td>
<td>Census Records Assignment <em>Class assignment will be substituted.</em></td>
<td>25 POINTS</td>
</tr>
<tr>
<td>4/13, but late after 4/15</td>
<td>Final Family Group Writing Assignment with Research log</td>
<td>300 POINTS</td>
</tr>
<tr>
<td>4/19</td>
<td>Document Samples Notebook due before taking exam</td>
<td>100 POINTS</td>
</tr>
<tr>
<td>TBA</td>
<td>FINAL EXAM- 3 HOURS</td>
<td>300 POINTS</td>
</tr>
</tbody>
</table>

Time and place to be announced.