

# Getting Started Using the New FamilySearch

## Registering in the New FamilySearch

The new FamilySearch is dedicated to helping people around the world discover and preserve their family history and genealogy. As part of that ongoing effort, the new FamilySearch is introducing many new features and services. These improvements will be introduced in stages in order to ensure a smooth transition. Currently, they are being offered only to members of The Church of Jesus Christ of Latter-day Saints. Once this stage is completed, they will be available worldwide to all people and in multiple languages.

You must be at least 12 years old to register in the new FamilySearch. If you have not yet registered, go to your membership clerk, and get your *membership record number* and *confirmation date*. You will need this information to register. After you have this information, begin registration by going to [www.new.FamilySearch.org](http://www.new.FamilySearch.org). From there, click the **Register for the new FamilySearch** link.

The screenshot shows the new FamilySearch website interface. At the top right, there is a language dropdown menu set to "English". The main header area is dark blue and contains the FamilySearch logo on the left, which includes a tree icon and the text "FAMILYSEARCH™ Welcome to the new FamilySearch". On the right side of the header, there is a portrait of President Gordon B. Hinckley with a quote: "From the very beginning of this Church, its members have been under religious obligation to identify their ancestors. -President Gordon B. Hinckley". Below the header, the page is divided into several sections. On the left, there is a "Sign-in name" field, a "Forgot?" link, a "Password" field, another "Forgot?" link, and a "Sign In" button. Below this is a green arrow pointing to the link "Register for the new FamilySearch". Underneath that are two links: "Do I need to register?" and "Click here if nothing happens when you attempt to register". On the right side, there is a "News and Updates" section with a link "Click here to view a list of recent updates to the new FamilySearch." and a "Previous FamilySearch" section with a link "Click here to go to the previous FamilySearch Internet." A yellow callout box with a black border and a black arrow pointing to the "New users register here" link contains the text: "To begin registering, click the **New users register here** link."

### Step 1:

Enter your membership record number, your confirmation date, and the security information in the appropriate fields. Then click **Continue**. The security letters and numbers help keep unauthorized computer programs from breaking into your information—this information is used only during registration. If you do not know your membership record number or confirmation date, contact your local ward membership clerk.

The screenshot shows the FamilySearch registration interface. At the top, it says "Register for the New FamilySearch" and "Enter Your Membership Record Number and Confirmation Date". Below this, there are three main sections:
 

- Membership record number:** A field with a hyphen and a note "Your ward or branch clerk can provide this information for you." Below it is an example: "009-8765-4321".
- Confirmation date:** A dropdown menu showing "1" and "January", followed by a date field. Below it is an example: "11 March 1945".
- Security measure:** A field labeled "Enter the text from the following picture" containing a distorted image of the text "RRV539". Below it is a note: "This is a security measure to help FamilySearch prevent automated registrations." At the bottom of this section are "Cancel" and "Continue" buttons.

 On the right side, there is a "Help" panel with a "Close" button. The panel contains "Common Questions" with three items:
 

- Why do I need to enter my membership record number and confirmation date?
- What is a membership number? Where can I find it?
- If I'm not a member of the Church, can I register?
- What is a confirmation date?

 At the bottom of the help panel, it says: "To provide feedback, send an e-mail message to: support@familysearch.org".
   
 Three callout boxes with arrows point to specific elements:
 

- One box points to the membership record number and confirmation date fields, containing the text: "Enter your record membership number and confirmation date."
- Another box points to the security image and the "Continue" button, containing the text: "Enter the security letters and numbers into this blank field."
- A third box points to the "Help" button in the top right corner, containing the text: "Click **Help** if needed."

If you have problems with this step, click the **Help** button in the upper right corner of the screen.

**Step 2:**

The system will display information from your membership record that matches the membership record number and confirmation date you enter. If the information is correct, click **Yes, Continue**. If it is not correct, click **No**.

**Step 3:**

When the Conditions of Use screen appears, read the conditions of use, and indicate whether you accept the conditions of use or not by clicking **I Agree** or **Cancel**. If you click **Cancel**, you will not be allowed to register to use the new FamilySearch.

**Step 4:**

Review the information found in the user profile screen. Some information from your membership record will automatically appear. The other fields you need to provide at this time. Information which comes from your membership record cannot be changed in this screen. Instead, you must make those changes by visiting your ward clerk. You must complete all fields with an asterisk (\*), or you cannot continue. You can update and change your user profile any time after you have registered. When you are done, click **Continue**.

**Step 5:**

Your sign-in name and your password are used each time you sign on to the system. To create your sign-in name, enter any name you prefer to use as a sign-in name. This name has to be at least 3 characters long and no longer than 36 characters. If you choose not to create your own sign-in name, choose one of the three sign-in names suggested by the system. When you are done, click **Continue**.

**Step 6:**

Enter the password you want to use in the Password field. Use at least 8 characters with at least 1 letter and 1 number. Reenter your password in the Reenter your password field. When you are finished, click **Continue**.

**Step 7:**

Password recovery questions will be used to verify your identity if you ever forget your password. You will see 3 questions for which you must provide answers. If you prefer to use other questions, click the down arrows at the right of each of the 3 fields. Click the 3 questions you want to use for your security questions. Be sure to provide answers that you will remember. When you are done, click **Continue**.

**Step 8:**

The contact name is used to identify you to others who see your data. Other users may use this information to contact you about contributions you have made to the new FamilySearch. You can enter one of the names that appear below the field, or you can create your own contact name. Contact names must contain at least 3 characters and no more than 36 characters. Do not use diacritics or periods in your contact name, but you can use spaces. It does not matter if you use capital letters or lower case letters. When you are finished, click **Continue**.

*NOTE: You will not be able to change your contact name, so make sure you pick a name you are comfortable with.*

**Step 9:**

These preferences determine what information people will see about you when you make a contribution to the new FamilySearch. Click the boxes that indicate the information you want to have displayed. You may update your preferences at any time by using the Update My User Profile page. When you are finished, click **Continue**.

**Step 10:**

This screen shows a summary of the information you provided, except your password. If you want to print a copy of the summary page, click **Print**. If you are satisfied that the information is correct but do not want a printed copy for your records, click **Done**.

After you have completed the steps shown above, you will be a registered user of the new FamilySearch. Keep your sign-in name and password safe. You will need this information to get into the new FamilySearch.

## Getting into the New FamilySearch After You Have Registered

After you have completed the registration process, you will be taken to the Home Page, shown below, where you will see several options for activities you can do using the new FamilySearch.

The screenshot shows the FamilySearch.org Home Page for user Steve Anderson. The page features a dark blue header with the FamilySearch logo and navigation tabs: Home, Me and My Ancestors, Search, Add Information, and Temple Ordinances. A user profile link "Steve Anderson | Sign Out" is in the top right. Below the header is a "Help with This Page" link. The main content area is titled "Welcome Steve Anderson" and contains a list of options: "Help Me Get Started with Family History", "Learn How to Use FamilySearch", "See Me and My Ancestors" (with sub-options: Search for Ancestors, Add Information, Temple Ordinances), "Sign in to Help Someone Else", "Update My User Profile", and "Help Center". A central graphic shows a hand holding a stack of documents and a temple building. Below this is a link to "Families and individuals that are reserved for temple ordinances (see list)". The footer includes "THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS", "Send us feedback | Help Center | Conditions of use | Privacy policy", and "©2006 Intellectual Reserve, Inc. All rights reserved."

## Learn More about Using the New FamilySearch.org

To learn more about using the new FamilySearch, click the **Help with This Page** link located in the upper right hand corner of the screen. This option contains commonly asked questions and provides additional information about the following topics:

- An introduction to the new FamilySearch.
- How to get help.
- How to navigate and search for information in the new FamilySearch.
- How to add and change information about individuals and families.
- And much more.

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