

CAGG-NI

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Computer-Assisted Genealogy Group of Northern Illinois

P. O. Box 59567, Schaumburg, IL 60159-0567
Meetings held at Schaumburg Township District Library
130 S. Roselle Road, Schaumburg, IL
Corner of Roselle and Schaumburg Roads
Third Saturday of each month at 10:30 a.m.

Volume 11, Issue 1

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Your 2003 Dues**

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January 18, 2003

Taking Your Hand Held To The Library

Presented by
Everett Butler

These new handheld gadgets can help you break through those brick walls. PDAs are becoming a regularly used tool of genealogy researchers. Everett quickly started using this tool as soon as it was available. Come hear him discuss PDAs and the software available for genealogy enthusiasts. Task and time management are an integral part of what these tools offer.

February 15, 2003

Make A Movie By Putting Your Family on DVD

by Ed Rosenthal

Moving 8mm movies onto the new media of DVD as well as pictures, letters, mementos and keepsakes.

March 15, 2003

Software On Parade

Presented by
Everett Butler
Elder King

Learn how Ancestral Quest (AQ) and Personal Ancestral File (PAF) handle the tasks of recording family history.

Digital Imaging Links *by Beverly Levine Smallwood*

There is great interest in the ins and outs of digital imaging amongst our membership, so I thought I'd share some links on the subject. These articles were all written by Dennis and/or Carla Ridenour, co-editors of UpFront with NGS [National Genealogical Society]. The newsletter comes via email twice each month. You may subscribe by sending a message with only the word "subscribe" [without the quotes] to NGS-L-request@rootsweb.com or you may review past issues by following this link: <http://www.ngsgenealogy.org/upfront/archives/>.

They have written a series of articles about using scanners and digital cameras to capture genealogical data, choosing a digital camera for genealogy, and fixing the images once their captured. They've also written articles for the NGS Newsmagazine about how to construct portable copy stands. The instructions have been placed online as well.

Acquiring Copies of Source Documents, Vol. 1 #4, 01 Aug 2002, discusses the various options and the pros and cons of each.

<http://www.ngsgenealogy.org/upfront/archives/01aug2002.txt>

What to Look for in a Digital Camera, Vol. 1 #5, 15 Aug 2002, features to look for

<http://www.ngsgenealogy.org/upfront/archives/15aug2002.txt>

Denny's Digital Camera Recommendations, Vol. 1 #6, 29 Aug 2002, specific recommendations, the article contains links to a ratings comparison sheet and several sample documents

<http://www.ngsgenealogy.org/upfront/archives/29aug2002.txt>

Using Your Digital Camera, Part 1, Vol. 1 #7, 12 Sep 2002, discusses the various types of things you might want to copy or photograph and the various locations you might find yourself working in...

<http://www.ngsgenealogy.org/upfront/archives/12sep2002.txt>

Plans for different copy stands, some originally published in the Newsmagazine, can be found at

<http://www.ngsgenealogy.org/upfront/091202/pubs/>

Using Your Digital Camera, Part 2 – Tips for Using Flash Photography for Copying Documents, Vol. 1 #8, 26 Sep 2002

<http://www.ngsgenealogy.org/upfront/archives/26sep2002.txt>

Using Your Digital Camera, Part 3 – Photographing Documents without Flash, Vol. 1 #9, 10 Oct 2002

<http://www.ngsgenealogy.org/upfront/archives/10oct2002.txt>

Using Your Digital Camera, Part 4 – Photographing Unbound, Bound, and Oversize Pages, Vol. 1 #10, 24 Oct 2002

<http://www.ngsgenealogy.org/upfront/archives/24oct2002.txt>

The Digital Darkroom, Part 1 – Editing Document Photos, Vol. 1 #11, 07 Nov 2002

<http://www.ngsgenealogy.org/upfront/archives/07nov2002.txt>

The Digital Darkroom, Part 2 – More Tips for Editing Document Photos, Vol. 1 #12, 21 Nov 2002,

<http://www.ngsgenealogy.org/upfront/archives/21nov2002.txt>

The Digital Darkroom, Part 3 – Editing Photos Captured from a Microfilm Reader Display, Vol. 1 #13, 05 Dec 2002

<http://www.ngsgenealogy.org/upfront/archives/05dec2002.txt>

Tools for Your Digital Handbag, Vol. 1, #14, 19 Dec 2002

<http://www.ngsgenealogy.org/upfront/archives/19dec2002.txt>

Photographing Photos, Vol. 2 #1, 01 Jan 2003, the text version is not yet in the archives, but a new web version may be viewed at

<http://www.ngsgenealogy.org/UpFront/010103/web/>.

The advantage of the web version over the text is that the images and examples are incorporated into the page rather than something you have to pull up separately.

President's Letter

Happy New Year! Did anyone receive that special present – a PDA or digital camera or maybe even a digital camcorder – that you now need to learn how to use?

I purchased a digital camera early last month and am still learning the various features. It's important learn how to use the camera and test out various scenarios at home so you don't have to fumble around with the manual when you're "out in the field" or so you don't come back with barely useable images. Elsewhere in this issue you'll find some links to very interesting articles you can read online at the National Genealogical Society website. They are almost all taken from the electronic newsletter, though some are web versions of articles published in the NGS Newsmagazine – including instructions on building three different kinds of copy stands.

Everett Butler is going to update us on the latest and greatest in handheld computing at our January meeting. I had to miss his last presentation on PDA's, so I'm really looking forward to this one.

My next purchase, however, will be a digital camcorder. I intend to copy old 8mm and 16mm home movies. Once digitized, I can edit them, add some captions, and perhaps even add some music. When I'm done, I can save them to CDROM or DVD or even to video tape for distribution to my more technically challenged relatives. Ed Rosenthal will be telling us something about that at the February meeting. Can't hardly wait!

Ed also let us know about some very cheap, yet powerful computers last fall. I ran right out and bought one. My old computer was a 366 Mhz, Win98 laptop with a 6 GB hard disk and 192 MB of memory. My new computer is a 2.4 Ghz desktop with Windows XP, a 120 GB hard disk and 512 MB of memory. I'm hanging on to the laptop for research trips, but won't be using it every day anymore.

I finally set up the new computer around Thanksgiving. What a chore! They really need to find a way to make this step easier. Luckily, I had a CD burner on my old computer so I transferred most of my files that way. **Step one**, though, was hooking up to the internet. Once on, I immediately downloaded and installed all the patches for XP. The computer magazines informed me that the original release had some pretty gaping security holes. Microsoft makes locating and installing these patches pretty much automatic, so it was as easy as clicking a button.

Step two: Purchase and install an Anti-virus. I would not operate a computer without an Anti-virus program anymore. Beyond installing it, make sure you download and install the latest virus definitions on a regular basis. Mine is set to check for and install these automatically. You should also do a full scan of your computer on a weekly basis. If you download anything, save it to the desktop and scan it again before opening it. These few simple steps, many of which can be automated, will save you a world of grief.

Step three: If you have a constant internet connection like DSL or Cable internet access, you must have a Firewall. While XP claims to come equipped with one, the various reviews I read indicate that XP's firewall might be giving you a false sense of security. I purchased a Firewall as part of a suite of programs that included the Anti-virus. A firewall is designed to keep hackers

out of your computer. You'd be amazed, and more than a little disturbed, at how many times each hour you're computer is probed for weaknesses. In addition to accessing your files, a hacker can upload files to your computer and even use your computer as part of a denial of service attack on a commercial, educational, or government web server.

Step four: Install your software (TMG, Bygones, Photoshop Elements, etc.) and transfer your files from the old computer. You should install from the program CD's or download and install from the internet as necessary. Also be prepared to locate any patches that may be necessary for XP. The same would be true for a printer, scanner, or any other piece of equipment you'd want to attach. All in all, it wasn't as difficult as I was dreading.

Oh, and you'll also want to transfer your saved email, address books and bookmarks to the new computer. That's a topic on its own... that I'll save for another day.

See you soon.

Beverly Levine Smallwood



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Setting Tabs in a Word Document *By Anne Jacobs*

Whenever we write or work with a document, we want it to look good and be consistent. This is true whether it is a generated document (by your genealogy program), one you create from scratch or one you receive from a “cousin” for that book you are writing together. If a document is hard to read, it will not be read. There are many features available in word processing packages to make your writings look interesting and professional. One of these tools is tabs.

Many people think of tabs as simple indentation, however, they can be one of the most useful tools when exchanging data. Frequently, one is asked to use a “Tab-Delimited File”* format when exchanging data between software programs. You can import data from a word document into a spreadsheet easily if it is a tab-delimited document. Our own Library Links web-site pages ask you to create a delimited file when submitting data for your local library. The reason for this request is that tabs are unique characters which can be recognized as a separator or delimiter between different pieces of information (columns). (The requirement is that you will use the same tab, the left tab, throughout such a file).

After that explanation, let’s get back to tabs. There are different types of tabs which will help you to create great looking documents. As a matter of fact, I found four new selections in writing this article. The usual tabs are right, left, center and decimal. The “new” tab choices are bar tab, first line indent tab, right indent tab and hanging indent tab (using Word 2002®). There is a standard tab setting each .5 inch in the Normal document template. In addition to

these tab settings in the Normal template are the first indent tab, the right indent tab and the hanging indent tab. However, all these are generally set at the same position.

Tabs may be set using the Format > Tabs menus. However, I prefer to use the ruler at the top of the docu-

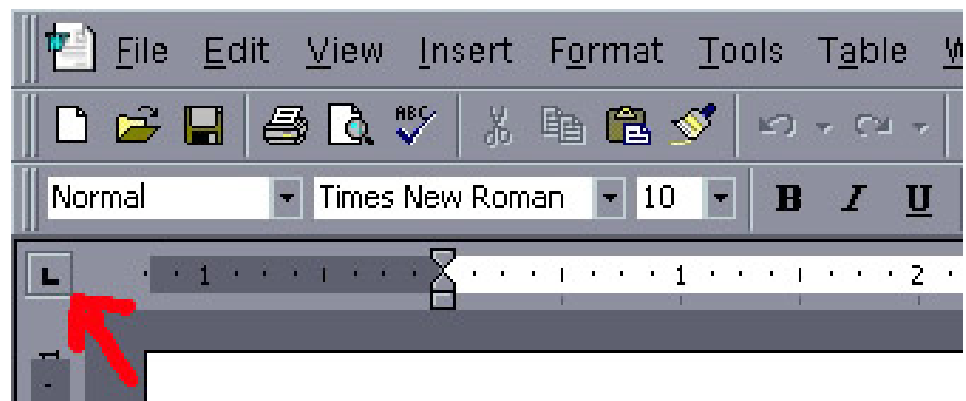
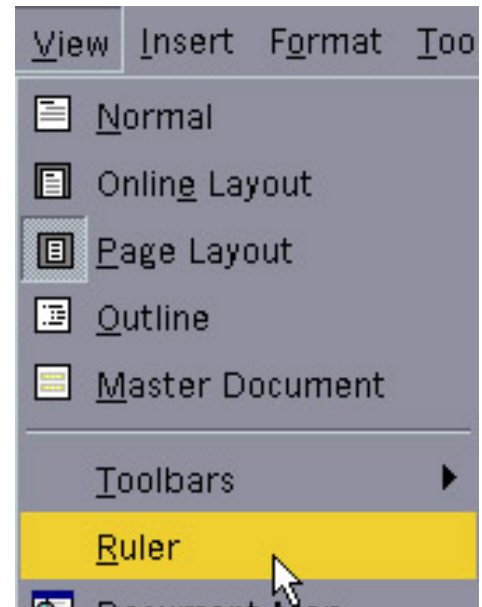
ment and the tab selection button at the left of the document window. You can override these Normal Template set tabs but the ruler must be displayed. If your screen looks like this the ruler is not visible and you must turn it on.



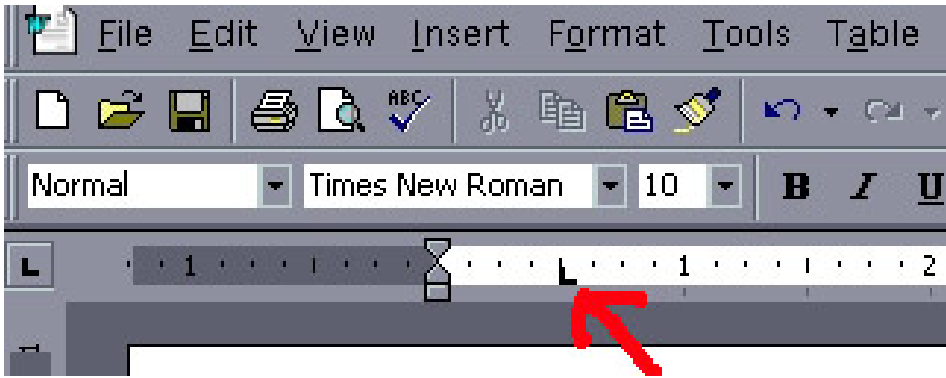
This is accomplished by selecting View and Ruler as indicated on the right.

In the illustration shown at the bottom of the page, the ruler is now visible.

By clicking on the symbol pointed to in red, you cycle through all the tab selections. By hovering over the symbol, a “quick tip” will appear which tells you what kind of tab each symbol represents. The names of the tabs tell you what will happen at that tab. The type of tab which is inserted is determined by the symbol appearing at this location.



Setting Tabs in a Word Document *Continued from page 4*



Tabs are inserted by clicking on the ruler at the desired locations; each click adds another tab.

These inserted tabs override the standard tabs; only these new tabs will be recognized. If you make a mistake, click on the tab in error and drag it off the ruler down into the white space, by holding down the left mouse button after the click and then release. It disappears into thin air. Change the symbol at the left of the ruler by clicking on it and now that type of tab will be inserted.

Two tabs which I have found very useful in making attractive documents are the “decimal tab” and the “right tab”. The right tab will align against

the right side of the page/column. This is what I used when creating the program schedule postcards which were issued as the January newsletters. See below:

The decimal tab will align numbers at the decimal point entered at this tab whether they have a real decimal point or an implied one. This will make any column of numbers look crisp and correct. You can use this when you send that detailed accounting of your research costs to your relatives to collect their share of the bill.

One new (to me) tab is the bar tab. A bar is added to each new line added to the document at the tab locations. At this point, the only use I

can see for this type of tab is in the creation of a blank form. However, I am glad I learned of this new feature. The addition of the First Line Indent and Hanging Indent to this “tab selection” spot makes it easier to set these alignment indicators. These alignment formatting tools are Word 2002 enhancements which do not appear in earlier version of Word.

You can set tabs before keying anything into the document. In this case, the tabs will apply to the entire document. Each new line will adopt the tabs in effect. If you add tabs in the second paragraph, these will apply to the subsequent lines. You can also highlight a section or paragraph and add tabs. These tabs will apply only to the lines which are highlighted.

If you are working with a document generated by your genealogy program and don't like the tab formatting, you can open the document in Word, highlight the entire document (CNTL-A will do this) and set the tabs to make the document more attractive to you.

Default align, **first line indent** **second align** **right align**

(Footnotes)

* **Tab Delimited File** – This type of file is a collection of data which contains a tab, usually the left tab, between each piece of information. A file which contains name, address, city, state and zip in tab delimited format would contain the following data: name, **tab**, address, **tab**, city, **tab**, state, **tab** and zip. With real data, this would be Anne Jacob**tab**P O Box 868**tab**Westmont**tab**Illinois**tab**60559 where each word “tab” is replaced with a tab character. Another common data exchange file is a comma delimited file.

Other Group Events *Compiled by Beverly Levine Smallwood*

23 JAN 2003 - 7:15 PM

ST. CHARLES PUBLIC LIBRARY

PHILIP ALEO, CREATOR TO THE DUNDEE TOWNSHIP HISTORY

Moments Frozen in Time

Kane County Genealogical Society

<http://www.rootsweb.com/~ilkcgs/>

01 FEB 2003 - 1:30 PM NEWBERRY LIBRARY

CAGG-NI MEMBER DANIEL NIEMIEC

Italian Research In Chicago

Chicago Genealogical Society

<http://www.chgogs.org/calendar.html>

06 FEB 2003

Matt Figi: Interesting People That I Met Through Genealogy

Tinley Moraine Genealogists

Tinley Park High School, 6111 W 175th Street

08 FEB 2003 - 10 AM

TOM SHEPPARD

History of Pullman Community

South Suburban Genealogical & Historical Society

<http://www.rootsweb.com/~ssghs/sscal.htm>

09 FEB 2003 - 2 PM

Jim Klekowski - South Chicago U.S.A.

Polish Genealogical Society of America

<http://www.pgasa.org/meetings.htm>

13 FEB 2003 - 6 PM - NEWBERRY LIBRARY

Paul Valasek

Tracking Your Polish Ancestors Via American and Polish Resources

For inquiries and reservations, call (312) 255-3510.

<http://www.newberry.org/nl/genealogy/L3gfriends.html>

20 FEB 2003 - 7:30 PM

FOREST VIEW EDUCATIONAL CENTER

RUSSELL LEWIS

How to do Genealogical Research at the Research Center of the Chicago Historical Society

Northwest Suburban Council of Genealogists

<http://www.mtprospect.org/nsgs/>

26 FEB 2003 - NAPERVILLE FHC

DEANNA SPINGOLA

Beginning Research

Register for this class by email:

deanna@spingola.com or call 505-0233

22 FEB 2003

DuPage County Genealogical Society Annual Conference

Hilton Garden Inn - St. Charles, Illinois

www.dcgs.org

----- Workshops & Conferences -----

04-05 APR 2003- EAU CLAIRE, WISCONSIN

Gene-A-Rama

FEATURING PATRICIA LAW HATCHER

Wisconsin State Genealogical Society

<http://www.rootsweb.com/~wsgs/>

05 APR 2003 - CHESTERTON, INDIANA

Indiana Genealogical Society Conference

<http://www.IndGenSoc.org/conference.html>

05 APR 2003 - 9:30-4:30PM

Early American Research

WITH ERIC G. GRUNDSET

LIBRARY DIRECTOR OF THE DAUGHTERS OF THE AMERICAN REVOLUTION (DAR) LIBRARY IN WASHINGTON, D.C.

Admission to all four lectures, a detailed syllabus, and a box lunch is \$75; \$65 for DAR members; \$50 for members of FOG. Inquire about our new FOG member workshop discount. Reservations are required; call (312) 255-3510.

<http://www.newberry.org/nl/genealogy/L3gfriends.html>

12 APR 2003 - JOHNSTON, IOWA

John Phillip Colletta

Iowa Genealogical Society Conference

<http://www.iowagenealogy.org/>

12 APR 2003 - INDIANAPOLIS

Indiana Chapter

Palatines to America Spring Workshop

FEATURING DAN HEINEMEIER

Palatines to America

<http://www.palam.org/events.htm>

Spring Genealogy Classes Taught by CAGG-NI Members

A full Genealogy Course taught by **Beverly Smallwood** starts on February 10th and runs for eight weeks covering research topics from vital records to probate. Classes meet Mondays from 7:30 to 9:30 p.m. at Prospect High School in Mount Prospect (near Randhurst Shopping Center). The field trips include the Arlington Heights Memorial Library, the Wilmette Family History Center, and the Newberry Library. The fee is \$64 both in and out of district, though in-district seniors can qualify for a Gold Card Discount. Call District 214 at (847) 718-7700 to register for class number 5541. If you'd like more information, please contact the instructor: <Caggni_Bev@yahoo.com>.

A one night course titled "How to Write Your Family History" is being taught by **Mike Karsen** also at Prospect High School on Wednesday, March 12th from 7 to 9 p.m. The fee is \$16 and you may call District 214 to register for class 5542 at (847) 718-7700. Additional information can be obtained from the instructor: <MikeFamHistorian@aol.com>. Mike is also teaching this course for District 211 on Monday, March 10th. You may review their catalog at <http://www.d211.org/>. He's on page 37.

Other District 214 classes that may be of interest to CAGG-NI members include:

5650 Tips on Buying a Digital Camera

\$29 for 2 sessions starting Thursday, February 13th

5651 Making your Digital Photos Look Great

\$58 for 4 sessions starting Monday, February 10th

5652 Introduction to Digital Video Editing

\$58 for 4 sessions starting Monday, March 10th

All three are from 7:15 to 9:15 p.m. at the Forest View Educational Center on Goebbert Road between Golf and Algonquin.

If you're looking for a creative way to share your family history, why not try Scrapbooking? It's all the rage. District 214 is offering class 5222 which meets at Prospect High School for two sessions starting on Thursday, March 13th from 7 to 10 p.m.



2003 Family History Celebration



Liberty Celebration – Fri Feb 14th at 7:30 pm
Family History Lectures – Sat Feb 15th 9 am to 1 pm

featuring
**Dr. George K.
Schweitzer**

Alumni Distinguished Professor at the University of TN and holds BA, MS, and PhD degrees in Chemistry, an MA in the History of Religion, a PhD in History of Science, and an ScD in Philosophy of Science. See www.gensources.com. Topics: Rivers to Trails to Roads to Canals to Trains, Frontier Religion, Revolutionary & Civil War (on Fri)



The Church of Jesus Christ of Latter-day Saints

2727 W. Lake Ave. (at Locust)
Wilmette IL

No Charge, RSVP cwkite@attbi.com
Or call the Wilmette Family History Center
847 251-9818

Plans for the Friday evening celebration include patriotic music and recitations with highlights by Dr. Schweitzer. We also plan to have noted area singers such as Peter Van de Graaff of WFMT 98.7 FM.

Links Around The World *By Frank McGovern*

The following information is reprinted with permission from "Nu? What's New?" the internet e-zine for Jewish genealogy published by Avotaynu written by Gary Mokotoff.

A very comprehensive list of German names for Polish towns can be found on the Internet at <http://www.kartenmeister.com>. The site states it contains 59,143 locations with over 25,500 name changes. The area covered is all the eastern provinces that Germany lost at the end of World War I including East Prussia, Memel, West Prussia, Brandenburg, Posen, Pomerania, and Silesia. Therefore, it also includes a small number of towns in today's Lithuania and Russia. When you locate a town of interest, click on its name and a display appears which includes the German name, current name, German Kreis (county), current province, and location. It even includes a list of people doing genealogical research for the town and the surname being researched.

The other name-change Internet sites are:

Poland

German names for Polish towns

<http://www.kaszubia.com/de/geschichte/namen/>

While this is a small subset of the Kartenmeister site, it has the advantage that you can browse the list.

German names for towns in Silesia. Again, the advantage is that you can browse the list

<http://www.genealogienetz.de/reg/SCI/orte-d.html>

Romania

German and Hungarian names for towns now in Romania

<http://www.ars-transylvanica.de/versch/Ortslisten/A-li.htm>

Czech Republic

German names for Czech Republic towns

http://www.ckrumlov.cz/uk/region/histor/t_cnslop.htm

You can order a copy of "Where Once We Walked: Revised Edition at

<http://www.avotaynu.com/books/woww2.htm>

This book covers topics of interest to those researching in these areas.

Stephen Morse Now Has A SSDI Website

Stephen Morse has done it again. He has added yet another portal to a major Internet database--this time, the U.S. Social Security Death Index. His site provides a portal to search the SSDI at any one of the following four sites:

Ancestry.com, Genealogy.com, Lineages.com or RootsWeb. It is located at

<http://home.pacbell.net/spmorse/ellis/ssdi.html>.

Some advantages are:

1. You only have to fill in the form once and then can try it on each of the different sites.

2. It's the same interface for all four sites so it is easier to use.

3. It lets you jump into the middle of the results without having to step sequentially through them. For example, if you have already looked at results 1 to 1000 and want to resume at 1001, you can specify 1001 as the starting point.

Morse's FAQ page gives a very good comparison of the options at the four sites. This allows the user to make an informed decision as to which search engine to use based on known information.

Wishing everyone a Happy New Year.

Frank