

CAGG-NI

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

mailto: CAGG_NI@Yahoo.com

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 12, Issue 7

July, 2004

CAGG-NI News You Can Use

by CAGG-NI Members

Page 2

Templates, Create Your Own Form Letters

by Anne Jacobs
Page 4

Other Group Events

Compiled by
June Buller

Page 5

June Meeting Notes

by Joe Feitler

Page 6

Archival Binders For Your Documents

by Larry Olson
Page 7

July 17, 2004



Where in the World Wide Web is Carmen Sandiego's Genealogy?

Presented by Carolyn Meeker

Like Carmen Sandiego, CAGGNI members will have the opportunity to give evidence on the effectiveness of various web sites investigated in the pursuit of our heritage.

Carolyn outlines her strategy for using various online sources in pursuit of genealogical research. She will demonstrate many of her favorite web resources. Attendees will have the opportunity to share their own favorites and are encouraged to participate and contribute.

August 21, 2004

GEDCOM Files

Presented by Anne Jacobs

GEDCOMs can be used to exchange data, migrate to a new software package and import from a totally different source of information.

Items to be discussed will be why GEDCOM, how to use it and what to look out for.

September 18, 2004

GenSmarts

Presented by
R. Aaron Underwood

GenSmarts is an inexpensive software "add-on" that uses artificial intelligence to analyze your existing genealogy file and produce research suggestions.



by Beverly Levine Smallwood

If you aren't visiting our website regularly, you are missing out on some great stuff. Gerry added two "feeds" on the right side of the home page: Genealogy Blog & Research Buzz. These "feeds" are links to news items of interest. For example, did you know that the National Archives put up a database of World War II soldiers? I searched this database recently and found some great stuff.

A full description of the file can be found at http://aad.archives.gov/aad/series_description.jsp?series_id=3360&coll_id=null

After reading about the database, specifically the scope and content, click on the big coral colored "select" button under options next to the "Electronic Army Serial Number Merged File, 1938-1946" link. Actually clicking on either the link or the button takes you to the next page which contains "select" buttons to two different databases:

ARMY SERIAL NUMBER ELECTRONIC FILE: MERGED PROCESSED FILE ENLISTMENT CARD RECORDS

ARMY SERIAL NUMBER ELECTRONIC FILE: MERGED PROCESSED FILE ENLISTED RESERVE CORPS STATISTICAL CARD RECORDS

The search forms contain links to "Sample Values" which show you the format to use in your input and "Select Code from List" which will give you the numeric code for various countries, states and counties. Wildcards are noted above the search form. Searching for CEDARLEAF brought two results in the first database. Searching for CED%RL%F brought me people named CEDARLEAF, CEDERLEAF, and

CEDERLOF. These are all variant spellings used for the same name.

Click on the check box next to those you would like to know more about and click on "Show Selected Records". The results include: Army Serial Number, Name, State & County of Residence, Place of Enlistment, Full Date of Enlistment, Grade (rank), Branch of the Service (was left undefined except in the case of the fellow I found in the Army Air Corps), Term of Enlistment, Source of Army Personnel, Nativity (state of birth), Year of Birth, Race and Citizenship, Education, Civilian Occupation, Marital Status, Component of the Army, and a reference to the original record.

There is an icon near the top of the page for a Printer Friendly version. I advise you to click on that before clicking on your browser's print button.

Bunches of Census Links at Census Online

<http://www.researchbuzz.org/archives/001737.shtml>

Submitted by Christine Clark

US genealogists, you'll enjoy this site. Census Online offers links to over 39,000 United States census, and over 600 Canadian census, at <http://www.census-online.com/links/>. (There are also a few other countries in a text menu on the left of the page.)

From this links page you'll see pages broken down by US states (looks like Pennsylvania has the most links, with Hawaii the fewest) and by Canadian territory (Ontario is the big winner there.)

Click on a state/territory and you'll get a state map with county listings, with state census links on the left. You'll also get a list of counties and a list of CD-ROMs relevant to that state for sale.

I picked Missouri and Carter county, which had 15 census available. I got a list of federal census available, and then a list of pay census available. Sometimes there are other lists of information available, like tax lists, military lists, etc.

Bostonian Society Features Photo Collection

Submitted by Christine Clark

<http://www.researchbuzz.org/archives/001735.shtml>

The Bostonian Society has put its library catalog online as well as a database of 3,000 photographs of Boston street scenes ca 1850-1980. The database is searchable from <http://rfi.bostonhistory.org/>.

The photograph has a simple keyword search and a more advanced search. Searching for Thoreau found one result. Searching for Winter found 68 results. Results ap-

pear with a thumbnail, item number, and title.

Clicking on the picture itself will give you a larger version of the picture, but if you want details, click on the title. There you'll get a description of the picture, topics, and any notes.

Also at this site you may search the Society's online book catalog as well as the manuscript catalog. Be sure to review the "Before You Begin" document before getting into serious searching.

President's Letter

Carolyn Meeker will take us on a genealogical trip around the world this month based on your favorite website submissions. I hope you gave her good ones! Next month Anne Jacobs will demystify GEDCOM for us.

Start thinking now about 2005. CAGGNI needs two things from you.

First, think about what programs you are interested in and get those ideas to us so they can be included on the annual membership survey. We like to get that out to membership in September or October. As you are considering program suggestions, please think also about whether you or someone you know can present on this topic and include that information with your suggestions. You may hand a note to any officer at the July or August meetings or, better still, email it to one of the addresses listed in this newsletter.

Second, we need is people willing work on the nominating committee and people willing to serve on the CAGGNI board. We all have busy lives. Please consider making room in your for an organization that is important to you. Nominating committee is a short-term commitment; board member is somewhat longer.

CAGGNI is what it is because people like you are willing to give of themselves for the benefit of all. I can tell you from experience that it has been wonderful serving on the CAGGNI board. I'm sure many of my fellow board members feel the same way, but it gets tiring after so many years so we need more of you to step up to the plate and help out.

Here are other ways you can contribute to CAGGNI for those of you with long-term commitment issues:

- Write a paragraph or two (or more) for the newsletter. It can be about a website you just learned about or a research technique or a breakthrough you just made or software you tried out or a book you read or a software shortcut. If you are uncertain about your writing skills, send it to me or Anne Jacobs and we'll be happy to edit it for you.

- Submit web links for inclusion in either the newsletter or our website.

- Notify us of upcoming events of interest for inclusion in the other events calendar on both the website and our newsletter. If you are involved in the event or have attended it in the past, you might even include a paragraph about why attendance is a good thing...

- Bring refreshments or slip some money into the new donation jar so Chris can bring something on your behalf.

Think about what you can do to make our organization even stronger.

See you soon.

Beverly Levine Smallwood



Officers

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Templates, Create Your Own Form Letters

By Anne Jacobs

Word Processors have made letter writing very easy, compared to typewriters. You continually make changes to your letter(s) until it is perfect and then you print it. This is great. However, your word processor can be even more helpful. You can create countless form letters (templates) which contain most of the words in your letter and require minimal typing to complete the letter.

There are many letters you write requesting information when doing your genealogy research. Examples are:

- Requesting a birth certificate
- Requesting a death certificate
- Requesting an SS-5 (application for a SSN) from the SSA
- Requesting an obit from a library or an newspaper's archive
- Requesting a copy of an article found using PERSI from Fort Wayne

You can create a template which contains all the "boiler plate" of the letter leaving very little typing to be completed and send it off. The process is to write a letter just as if you were writing a single letter. After completion, save the letter as a .dot file instead of a .doc file. By the simple process of changing from .doc to .dot, the location where the file will be saved is changed automatically. Now that you understand what we will be doing, let's do it.

Open up a new document. Type everything which should be contained in every letter of this type. This could include your return address, the date, salutation, the body of the letter, closing and signature line. In the body of the letter, there should be some blank or fill-in the blank areas which will change from letter. Making these variable areas bold, highlight the focus of the letter. See Figure 1.

Once you have completed the document, save it. Notice the folder your regular documents are saved in. Figures 2 and 3. Now change the document type to a template type, .dot. Figure 4. Now note how the folder automatically

changes. Figures 5 and 6. Save the document and you now have a template you can use.

How do you retrieve it? The software finds the location for you as soon as you indicate that you want to select a different template than the "normal" template, which is called normal.dot. When you select "New", a special pane opens on the right-hand side of the window which gives you a selection of other templates. See Figure 7 red circled area. By selecting a particular template, (Figure 8) your new document will updated with the template contents, your form letter. See Figure 9. Now all you have to do is add the unique data the complete your request and mail it.

Explore other software you use to see if you can apply this concept. You can usually create templates to use with your e-mail software. Excel accommodates templates. Look around for these time-saving tools. **Figure 1**

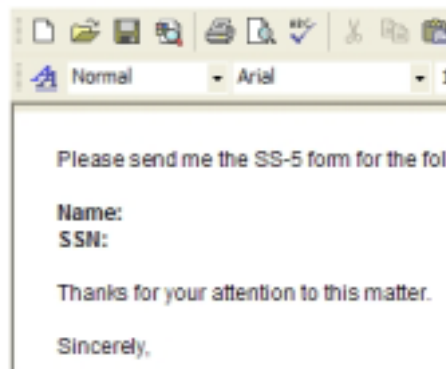


Figure 2

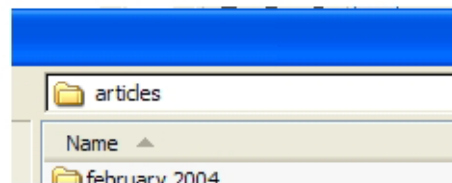


Figure 3

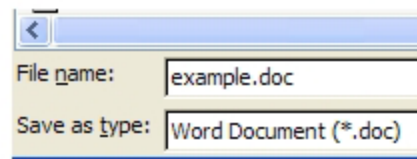


Figure 4

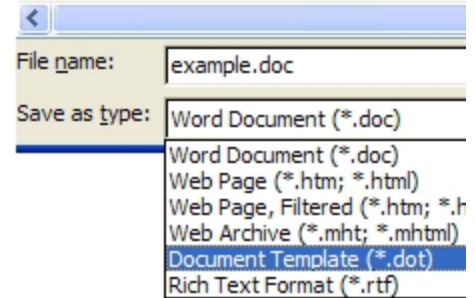


Figure 5

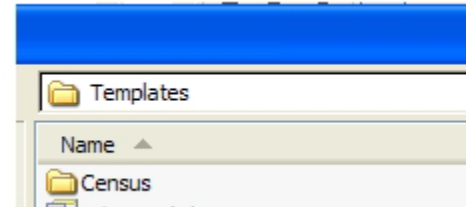


Figure 6

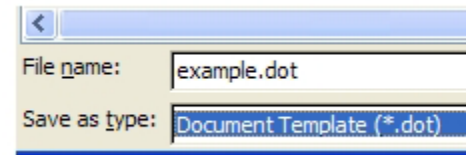
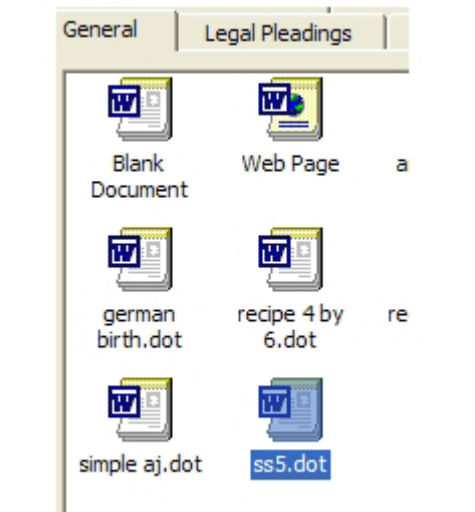


Figure 7



Figure 8



Continued on Page 5

Other Group Events *compiled by June Buller*

19 JULY 2004 - ZION

Stephanie Todd - Using Land Records to Problem Solve

Zion Genealogical Society

<http://wkkhome.northstarnet.org/zion/zgsmeeting.html>

22 JULY 2004 - ST. CHARLES

DeNelda Davis, INTERNATIONAL ORDER OF ODD FELLOWS

Records of the International Order of Odd Fellows

Kane County Genealogical Society

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

22 JULY 2004 - DARIEN - 7:00 P.M.

Karl Moore - The Illinois Regional Archives Depositories (IRAD) System

Indian Prairie Library Genealogy Computer Group

http://www.indianprairie.lib.il.us/genealogy_group.htm

25 JULY 2004 - NILES - 2:00 P.M.

Discussion re

IAJGS Conference Report from Israel

Jewish Genealogical Society

<http://www.jewishgen.org/jgsi/future.htm>

2 AUG 2004

CRAIG PFANNKUCH

Analyzing 19th Century Photographs

For Family History Data

German Interest Group - Wisconsin

<http://www.rootsweb.com/~wigig/index.html>

10 AUG 2004 - SCHAUMBURG - 7:30 P.M.

Craig Pfannkuche - Digging Grandma's Privy for Family History Information

Schaumburg Township Library Genealogy Group

Contact: Tony Kierna at (847) 923-3390

12 AUG 2004 - McHENRY - 7:00 P.M.

Carol Knigge - German Research

McHenry County Genealogical Society

<http://mcigs.org/>

16 AUG 2004 - ZION

Virginia Jenkins - Creating a Web Page

Zion Genealogical Society

<http://wkkhome.northstarnet.org/zion/zgsmeeting.html>

8-11 SEPT. 2004 AUSTIN, TX

Legends Live Forever: Researching the Past for Future Generations

Federation of Genealogical Societies

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

10-12 SEPT. 2004 - CHICAGO

UPDATED INFORMATION

Polish Genealogical Society Annual Conference

Schaumburg-Marriott

<http://www.pgsa.org/2004ConfFlier.pdf>

For program schedule

25 SEPT 2004 - ANNUAL CONFERENCE

PAUL MILNER AND BROTHER JOSEPH MARTIN, SPEAKERS

Hopping the Pond...and Back

Fox Valley Genealogical Society

<http://www.rootsweb.com/~ilfvgs/index.htm>

30 SEPT - 2 OCT. 2004 - CLARION, IOWA

Cindy Howells and Leland Meitzler

Using the "Net" On Your Family

Iowa Genealogy Society

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

6 NOV. 2004 - COLLEGE OF LAKE COUNTY

Sandra Luebking, Beverly Smallwood

Daniel Niemiec

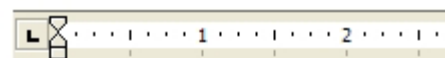
Ancestral Harvest: Sources and Techniques

Lake County (IL) Genealogical Society

<http://www.rootsweb.com/~illcgs/index.htm>

Templates (continued)

Figure 8



Left Tabje Jacobs

P.O. Box 868

Westmont IL 60559-0868

Social Security Administration

1234 Capital Drive

Washington DC 00001

June 1, 2004

Dear Sir or Madam:

Please send me the SS-5 form for the

June Meeting Notes

What's New for 2004

by Larry Olson

Reported by Joe Feitler (Secretary)

Larry's talk focused on a series of essential procedures recommended for novice scanner users who are about to generate genealogy presentations that will include old photographs and documents. First he mentioned the fact that scanning an old photograph should not damage it since the exposure is very short. Try to deal with black and white (B/W) photographs when possible; color pictures tend to fade much more quickly due to type of dyes in use.

Depending on the scanner's resolution, try for the highest resolution needed for the desired computer-handled image size and resolution (Slide "C"). He explained the available "Bit Depth" that represents the number of bits needed to express a given spectral color in the Red-Green-Blue (R/G/B) code that appears on a PC screen (Slide "E"). The Dynamic Range (i.e., the brightness values ranging from White to Black) should match the corresponding range appearing in a given photograph. This range also depends on whether you are about to scan a B/W photo, a negative, or a slide. Similarly, the desired resolution (Slide "D") depends on the type of image of interest, as well as on the intent for using this image (e.g., on the web, as an e-mail attachment, or as an illustration to be printed).

The needed software capabilities (see Slide "F") are of two types: (1) for cropping/enhancing/repairing images; (2) for presenting images in a book, as an electronic album for personal viewing or at a web site.

Since a PC has a limited hard-drive storage size and images tends to occupy substantial disk space, it is essential to consider the appropriate computer and camera storage media – for either temporary use or for permanent storage. While the range of media types is increasing, some of the older media have disappeared; in many cases, the gadgetry needed to read the "obsolete" media in a

meaningful manner has vanished from recent personal computers, or just the format may have been obsoleted.

Larry cited several typical control features provided by current scanner models (se Slide "H"); they generally require the user to determine the best choice of settings experimentally. Slide "I" mentions some of the available editing software tools; some of them may be free with a digital camera, or when purchasing a CD-ROM version generated from a film camera; others are separate editing software packages.

He showed several personal examples of his personal presentations (Slide "J"). Slides "K" and "L" offer a series of helpful tips to novice and experienced scanner users. Larry showed several examples of his very interesting presentation material; Slides "M" and "N" illustrate some "composited" text citations. The presentation concluded with a list of references (Slide "P")

SPECIAL NOTE:

Larry reminded us that Light Impressions (www.lightimpressions.com) is offering 2 1/2 inch binders with storage boxes at a specially reduced price for a quantity order that needs to be placed before mid-July. He is planning to send a special announcement to our members within a few days, as well as serve as our coordinator for the members' orders to achieve this reduced price (example: from \$ 30+ to \$ 20+ for fifty boxes).

PowerPoint Handouts provided by our Speaker -- four sheets

[for reference now designated as A to P]

A

The Idiot's Guide to Scanning
101 for Dummies

Larry Olson
CAGG-NI
19 Jun 2004

B

Overview

Scanners
Software
Procedure
Enhancements
Output/Presentation
References

C

Scanners

Resolution
Bit Depth
Dynamic Range

D

Resolution

Raw/Optical
Interpolated
Text/Line Art
Photos

Transparencies
E-Mail/Web Posting

No need to scan at higher resolution than output capability

E

Bit Depth

AKA Color Depth
24,30, 36, 42-bit ---the higher, the more bits devoted to each color (R/G/B)

Dynamic Range

F

Software

Enhancement Software
Adobe Photoshop
Microsoft PictureIt!
Adobe PhotoDeluxe

Preservation Software
Adobe PhotoAlbum
Microsoft PowerPoint
Flip-It Album
Shutterfly.com

June Meeting Notes

G

Recording Media

Hard-Drive
Zip Drive
CD-R
CD-RW
DVD
Printer

H

Scanning Controls

Type of Image
Resolution
Resize
Brightness/Contrast
Slider Bar
Curves
Equalize/Autoexposure
Color Adjustment

I

Editing Tools

Dodge/Burn-In
Tint
Selection Tools/Cutouts
Repairs
Cloning
Remove Dust/Scratches
Blurring
Add Mat/Frame
Sharpen Edges

J

My Projects

Vintage Photo Album - old B/W photos
Professional Presentation
Newspaper Clippings
Old B/W photographs
Documents

College Reunion Memento
B/W and Color Photos
Slides
Documents

Family Collage
B/W Photo

Digital Color Photo
Objects

K

Tips

Keep platen clean with anti-static cloth
Preview and correct before final scan
Scan at the highest resolution necessary
Save files in TIFF format
Convert files to JPEG [format] for upload
Save original scan
Make enhancements to copies

L

More Tips

Choice between negative and print?
Choice between original and photocopy
Choice between originals of different size?
Scan the negative/original/larger size
Managing images
Description/Family Name; then given name, setting or date
Add a number for every variation made

M

Sample 1 of a Composite Text
Citation

N

Sample 2 of a Composite Text
Citation

P

References

Archival Binders for your Documents

In April, as part of the presentation on organizing your documents/research, **Larry Olson** displayed a binder he bought. It's sold by Light Impressions, a photography/archival materials company (see www.lightimpressionsdirect.com). The binder is available in either a 1 1/2 inch or 2 1/2 inch "D" ring style. It is made out of acid-free materials, and it has a cover like a clam shell with a Velcro closure to protect the documents inside.

The cost of the binders is always reduced when they are bought in quantity; however, they are also having a 15% off sale until 23 July. Larry plans to order some, and is looking for other members to share the order and further reduce the cost.

1 1/2" D ring
size (13" x 12 5/8" x 2 1/4")
usual cost for an order of 10-49
\$27.95 per binder
15 % off sale price - \$23.75 each

2 1/2" D ring
size (14" x 12 5/8" x 3 5/8")
Usual cost for 10-49 - \$31.95 each
15% off - \$27.16 each

You can order either binder, because the quantity discount applies to the TOTAL number ordered. There are already enough persons interested to qualify for the 10-49 quantity discount. The postage cost depends on the dollar amount of the purchase. At the time of the order I will divide it up based on the number of binders each person orders. It might amount to no more than \$5 per person (not per binder).

Since the sale is on until 23 July, I will be taking orders until the July CAGG-NI meeting. If we get 50 orders or more, the price will drop to about \$22.50 and \$26.00 per binder, respectively.

Please contact Larry at lolson@mountprospect.com to let him know which binder you would like and how many. Archival plastic sleeves are found on pages 8-10 and 20-23 of the current catalog (but suitable ones can also found at OfficeMax, OfficeDepot, Staples, etc.)

The True-Guard Archival Binders (page 5) with slipcovers also apply to this quantity discount, if you are interested in those instead.