

## 10 TIPS AND TRICKS

Over the past 3 years we've added numerous features to the LostCousins website, almost all of them in response to suggestions from our members. Here's a reminder of some of the clever things you can do - thanks to those great suggestions!

**#1: WOULDN'T IT BE GOOD** if you could see at a glance which of your ancestors had maiden names or baptism dates recorded? Well you can - click 'More detail' near the top of your My Ancestors page, and a new window will open with more detailed information.

**#2: HAVE YOU EVER WANTED TO** transfer the information to Excel? You can do that too - using the same display copy the information to the clipboard, then paste it into a blank worksheet.

**#3: IS THERE A TICK** against one of the relatives on your My Ancestors page? Did you know that when you click the tick you'll see a list of the cousins who have entered that relative?

**#4: DID YOU KNOW** that clicking the + symbol alongside a relative on your My Ancestors page allows you to add someone from the same household in a fraction of the time? Usually you only need to enter their first name and age - which takes about 10 seconds.

**#5: WOULD YOU LIKE TO** know which relatives you share with a cousin - or with a new contact? Just go to your My Cousins page and click on the entry in the 'Common relatives' column - we'll even tell you how the other person is related to each!

**#6: ARE YOU UNSURE** who is regarded as a Direct Ancestor? Just print out the blank Ancestor Chart we provide and fill it in - everyone on that chart is a direct ancestor of yours.

**#7: ANCESTOR NUMBERS** are very useful because they indicate where each direct ancestor fits on your tree - read them off the Ancestor Chart and enter in the box provided on the 'Add an Ancestor' (or 'Edit Ancestor') form. (Note: the posh name is Ahnentafel)

**#8: FEMALE RELATIVES** who may have married before the 1881 Census are hard to find, so try looking for them in the Index of Maiden Names - thanks to LostCousins members there are more than 100,000 entries!

**#9: MAIDEN NAMES** that you enter are added to the Index of Maiden Names immediately, making it easier for your cousins to find the relatives that you and they share. But please don't enter a maiden name for a spinster - that will just confuse people.

**#10: CORRECTED SURNAMES** are added to our Index of Incorrect Surnames at the end of the month - they also make it easier for your cousins to find you.