

# VicFamilies Database

## Using *Family Tree Maker* to extract the data

John Donaldson

The GSV has a new project called *VicFamilies*. See the December 2004 issue of *Ancestor* for further details. The project aims to develop GSV members' interests by collecting information about people with an interest in Victoria. This may be a birth, marriage, death or some other Victorian based event. The information is submitted via a csv file. As most genealogy programs can generate a csv file, this brief note is how to do it in *Family Tree Maker*. It is intended to present future articles on how to extract the data in other genealogy programs.

What we require is a yourfilename.csv computer file with any or all of the following fields:

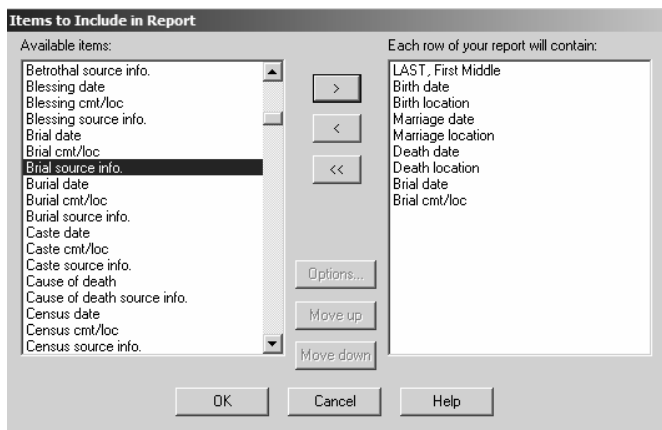
- ♦ Name (preferably separate given name(s) and surname)
- ♦ Birth date (you may substitute baptism if your program permits)
- ♦ Birth place
- ♦ Marriage date
- ♦ Marriage place. Some programs do not separate these two, that is not a problem.
- ♦ Death date
- ♦ Death place
- ♦ Burial date — if lacking a death date
- ♦ Burial place
- ♦ Spouse name (ideally separate given name(s) and surname). This is not strictly necessary, as they should appear in their own right if qualified.

No living people should be included and it may be best to use years only rather than full dates, particularly if you are hoping others will make contact with you to share relevant information.

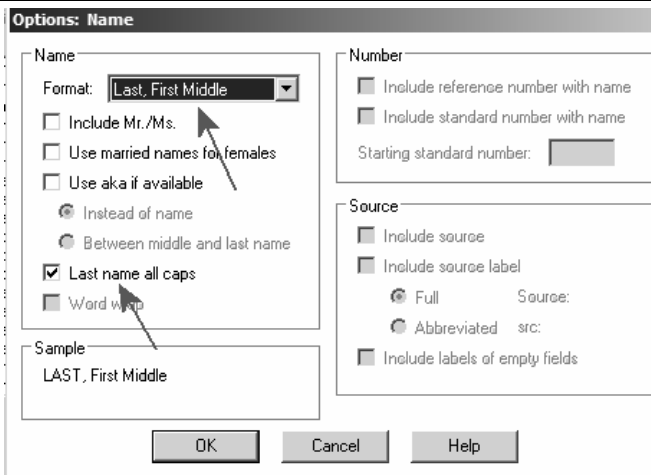
### Extracting the data from *Family Tree Maker*

In *Family Tree Maker* the method used is a multiple custom report.

- ♦ Open *Family Tree Maker*
- ♦ Open Custom Report
- ♦ In Items to Include
- ♦ Add the Items requested.



Note: when you add the name left click on it and then options name select Format Last, First Middle and tick the last name all CAPS check box.

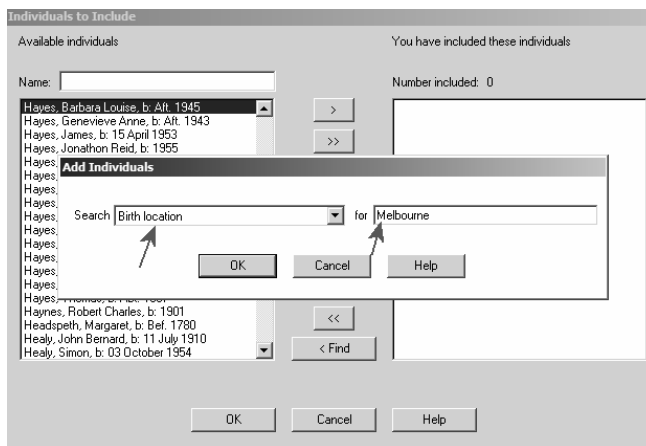


### Now the key bit, finding the Victorian info

Again this is where data consistency comes into play. In my locations I either have Suburb, Melbourne, Australia for city locations or town, State, Australia for those locations outside of capital cities.

So I now right click in the custom report that I am building and select Individuals to include. I then have to make some multiple Finds>.

Firstly clear the right-hand window by pressing the << button. Then click on the Find> button and in the 'Add Individuals' data box use the drop down and use 'Birth location' and in the 'For' I have used Melbourne. Click OK.



*Family Tree Maker* in my case returns 486 individuals, ie I have 486 individuals born in Melbourne. I now repeat the Find but this time for Victoria and while *Family Tree Maker* reports that some individuals may be included it adds the Victorian ones.

**Important Note:** In the 'For' you have to use the way that you have entered locations. If you use Melb then the For is Melb.

Repeat this for Marriage location, Death location etc, for every event you are listing ie you may choose to add Christening.

Now you have to get rid of the living people, as we do not want living people included in the list for privacy reasons.

Once again go into Individuals to Include but this time click on the <Find (Remove) Button. This brings up the Remove individual dialog. In the Search use Death date and in the For use = (equals meaning empty). *Family*

*Tree Maker* will now remove living individuals. In my database the death date is empty. If you use something else like 'still living' then use this instead of =.

Now Click OK and you have your report. Again it takes longer to explain it than to do it.

### Save the Report

Now save the report File>save Report As and give it a name like JDonaldson VicFamilies. You can always reuse the report and it is dynamic as you make future edits.

### Export the Report

Export the report. File>Export Report>To Spreadsheet CSV. You will be prompted to give the file a name and a save location — normal Windows stuff.

You are now finished with *Family Tree Maker*.

### Check it out

Open the file in *Excel*, *Works*, *Access* or a text editor (eg *WordPad* or *Notepad*).

Check that the right people and events are present. You may delete rows easily here or edit as required. Hint: to size columns select the junction and drag or double click on the column boundary.

It would be a great help here if you removed the Aus or Australia from your place names, but it is not essential. If you have used slashes between place elements, it would again be appreciated if you could change them to commas.

### Adding your details

In *Excel* add three columns. Select the A, B and C Column Headers and then Insert> Columns. *Excel* will add three columns to the left hand side, your name, contact details (which may be an email address, telephone number or postal address) and date submitted. In *Excel* it only takes a click to fill the columns for each row. Add your details in the three columns. Select the three entries and press Copy. *Excel* shows the material to be copied as an animated edge.

	A	B	C	D
2	John Donaldson	johndd@inet.net.au	6-Apr-05	Name
3				WILLIAMS, Emily
4				WEST, Phyllis Lesley
5				WATTS, Thomas
6				WATTS, Myrtle Maria
7				TURNER, William George
8				TURNER, Richard

Select all the cells in the three columns ie if your final line is 582 then select from A2 to C582 and press paste. This means that you have your name, contact details and date submitted in every row.

### Save it and send it

Save the file as a yourfilename.csv file (eg JDonaldson.csv, not in *Excel* format! File > Save As > Save as Type CSV. Now send it to: <libraryadmin@gsv.org.au>.

## "If only we should live long enough"

Jenny Carter

How many times have I have searched for what became of Elizabeth Porter? Widowed at the age of thirty-one in 1848, Newington, Surrey, with three surviving children aged seven to thirteen. Had she married? When did she die? Did she follow two of her children to Australia?

Over the past twenty odd years I have searched all available 1851 census indexes and films for the areas where no indexing had been done. Bermondsey where Elizabeth was born in 1818, Lambeth where she married in 1837, Rotherhithe where four of her children were born, Newington where she was living at the time her husband died, and Plaistow (north of the Thames) where her husband had owned land. It was a long and ongoing search over many years.

Last year a new cousin was found, a descendant of the fifth child Frederick Porter, of whom I knew nothing, as he had been born six months after his father died. With his encouragement the search was resumed.

In early May I was told that the 1861 census was available on Ancestry.com. Using Frederick Porter aged thirteen I searched Surrey and found one entry, in Camberwell, the large area south-east of my previous search area. Clicking on the link for other members of the family I discovered Frederick's older brothers Edward and John (my able seaman ancestor) their sister Martha and mother Elizabeth, with the right age and birthplace, and a new surname – Cottrell. All the Porter children were listed as daughter or son-in-law of the head of the house, their stepfather Charles Cottrell. Elizabeth was listed with her husband and five more children, the eldest of whom had been born about 1850. This narrowed the search for a marriage, but none could be found. I persisted and found the marriage in 1854. Did Charles Cottrell have another wife? Was Martha Elizabeth's child or that of another unknown wife?

I found Elizabeth, widowed again, in the 1871 census and her death in 1879. There are at least five certificates to purchase to add to the story.

As you know every discovery leaves you with more questions. My new Canadian cousin has the name Cottrell back in his line, also in Camberwell. Are the two lines related?

Isn't it great! I have lots more research to do!

### VAFHO presents 9th Don Grant Lecture

Saturday 29 October 2005

Victorian Archives Centre (PROV)

99 Shiel Street, North Melbourne

(Melway 2A E6 or 43 C3)

AGM at 1.00 pm Don Grant Lecture at 2.00 pm  
Presented by Dr Tanja Luckins titled 'Their Family Histories Liveth For Evermore: Remembering the Great War'.

Tours of the Harry Nunn Reading Room will be available for those not wishing to attend the AGM. It is a PROV Open Day so those attending can do some research also. Bookings contact Di Christensen 9703 2985 or Email dichris@labyrinth.net.au