

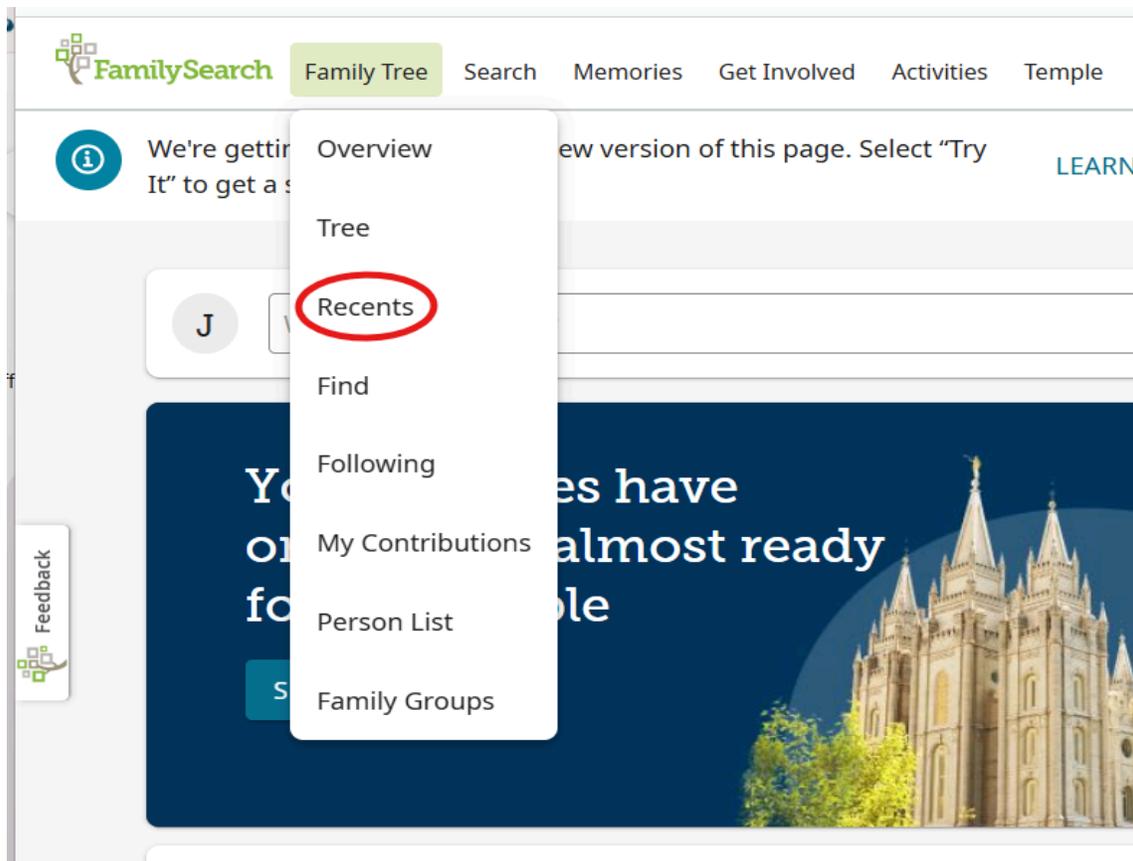
Naval Death Records Project (quick overview)

1. Login to your FamilySearch account
2. Go to the project website <https://ww1navaldeaths.org>
3. Go to the Resources menu option
 - a. Use the Project Registration link to register online
 - b. Click on the Project Spreadsheet link on the website to open the spreadsheet
4. Find a Naval Deaths book page on the spreadsheet that is not assigned. Add your initials to all the names for the page (usually about 10)
5. Use the Project Instructions for each name on your self-assigned page.

Project Instructions

Steps for adding Naval Record entries:

- From the WW1 Naval Deaths spreadsheet
 - https://docs.google.com/spreadsheets/d/1CGUcHKNBdp6qQXFTi75nTdlQ75XFj5rp54sD_a1FqNc/edit?gid=576800213#gid=576800213
 - Select a name for your page that has not been researched
 - Copy the name, death date and death place.
- Check to see if the name is already in FamilySearch by using the “Add Unconnected Persons” feature at the bottom of the “Recents” option.



FamilySearch Family Tree Search Memories Get Involved Activities Temple

FamilySearch Tree Recents Find Following Person List More

Recently Viewed People

Enter Name or ID GO

- Jamon Lee Scott**
1950–Living • KWHQ-SSZ Private Person
- Jamon Lee Scott**
1950–Living • P9MZ-ZC4 Dan and Irene Scott
- Jamon Lee Scott**
1950–Living • P9M8-Z9K Orrin and Leona Tallman

Recently Viewed People EDIT

- Montague De Launcey**
-1918 • G14L-ZHW Public Person
- Hubert Lester Cupples**
1897-1918 • PM9B-VZQ Public Person

+ ADD UNCONNECTED PERSON

Fill out the form “Add Unconnected Person” using the data from the spreadsheet

Add Unconnected Person

BY NAME BY ID NUMBER

Title

First Names

Last Names ...

Suffix

Enter birth or maiden name.

Sex
 Male Female Unknown

Status
 Deceased Living

Your deceased ancestor may already be in Family Tree. If possible, enter at least one date and place to improve the search results.

Birth Date

Birthplace

Death Date

Death Place

CANCEL NEXT

- Be sure and select the Standardized date and place when completing the form.
- Click “Next” and check for a match.
 - If a possible match is found, verify the match using the death information and next of kin. If it is a match click “VIEW PERSON”.
 - If no match was found click “CREATE PERSON”. Complete as much information of the new individuals Detail Page including any next of kin as listed on the Naval Death record spreadsheet.
 - If you are not sure that it is a match, use “CREATE PERSON” to be safe.
- Enter the Person ID from FamilySearch into the “ID #” column on the spreadsheet.
 - If a match was found, use the ID of the matched person.
 - If no match was found, use the ID of the person that you created.
- Update the spreadsheet
 - Set the “Status” column to either “ADDED” or “MATCHED”
- Enter the “Naval Deaths” book as a source, tagged as death data, in the individuals Sources tab.