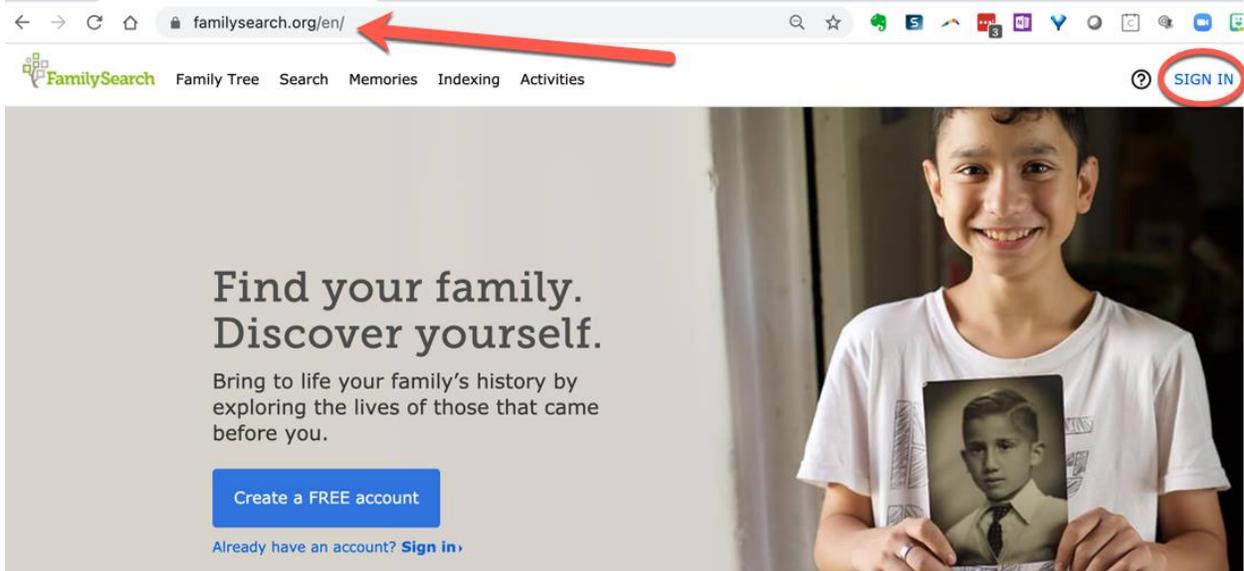


Indexing 101 – Getting Started – (Graphic version)

Step 1

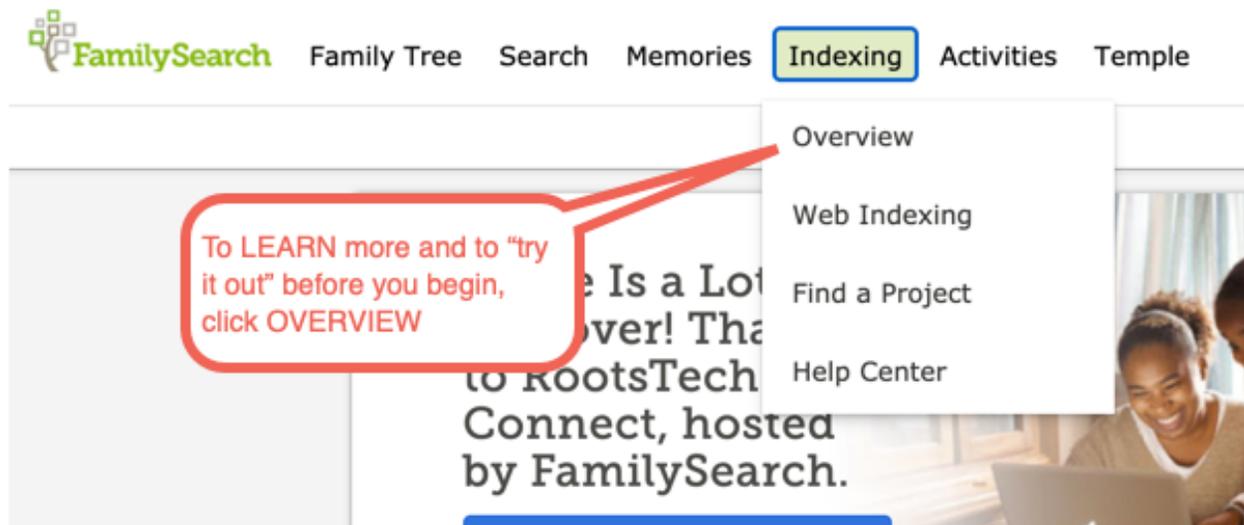
- Sign-in to your FamilySearch account at www.familysearch.org

Note: - If you do not have a FamilySearch account – click on the link above to “Create a FREE account”



Step 2 – Learn more before beginning (optional)

Click on “Indexing” and then click on “Overview”



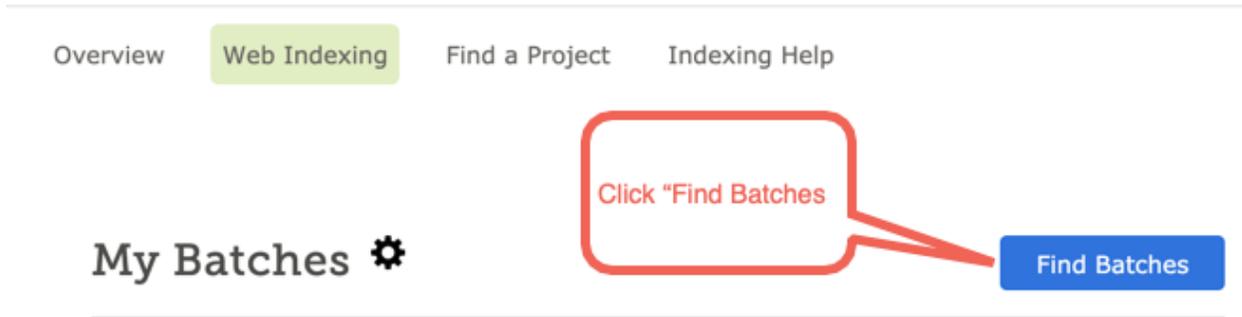
Scroll down if needed and click on “Try it out!” and follow the on-screen instructions to start your tour.

After you have completed the test drive, click “Web Indexing” to begin indexing and go to Step 4

Step 3 – Jump right in and begin Indexing

Step 4 – Choose a batch of records to index

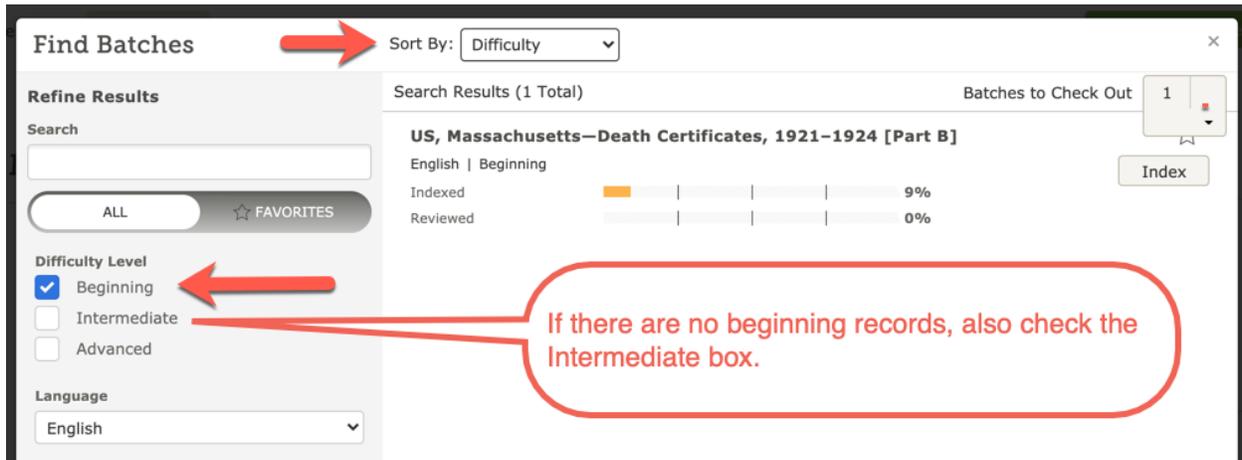
Next – click “Find Batches”



Click [Find Batches](#) to start indexing.

Select “Sort By: = Difficulty”
Check the Beginning level box

- If there are no beginning level batches, you may need to expand your search and also check the Intermediate box.



You may be presented with multiple batches to choose from.

TIP: Birth and death records tend to be the easiest. Also the later the date on the batch is easier, as many of those records may be typed.

Search Results (28 Total) ←

Batches to Check Out 1

US, Wisconsin--Birth Records, 1907-1911 [Part B]
English | Intermediate
Indexed 1%
Reviewed 0%

US, Massachusetts--Death Certificates, 1921-1924 [Part B]
English | Beginning
Indexed 18%
Reviewed 0%

Australia, Victoria--Wills and Probate Records, 1880-1998 [Part A]
English | Intermediate
Indexed 21%
Reviewed 0%

Canada--Border Entry Lists, 1908-1918
English | Intermediate
Indexed 12%
Reviewed 6%

Last - click here to begin

Choose a batch that meets your interest.
LAST - Click the "Index" box to begin indexing

YOU MADE IT. ENJOY INDEXING.

TIPS: Don't be afraid to explore

- Move your mouse over the images in the ribbon to see what they do. Click on and try them if you like.

Batch ▾ Data Entry ▾ Help ▾ US, Massachusetts--Death Certificates, 1921-

← [Icons: Home, Back, Forward, Print, Copy, Paste, Undo, Redo, Refresh, Help] →