

# Adding Memories in FamilySearch

Katherine Corbin death record

WEST VIRGINIA STATE DEPARTMENT OF HEALTH—DIVISION OF VITAL STATISTICS  
CERTIFICATE OF DEATH

1. NAME OF DECEASED: Katherine Corbin

2. SEX: Female

3. DATE OF BIRTH: July 21, 1896

4. NAME OF DECEASED: Mary Jane Sears

People

Albums

Stones

Details

Event

1. Click anywhere on the document,

2. Adjust the rectangle around the name.

3. Insert name in name box.

4. "Add New".

## Inserting Documents

Upload Document same as you do for a picture. See 2<sup>nd</sup> page. To Tag to other people in the document:

- 1 Click anywhere on the document,
- 2 Adjust the rectangle around the name.
- 3 Insert name in name box.
- 4 "Add New".

Follow Steps ABCD

New Story

5. Type it in or copy and paste it in from a word document.

6. Give it a title

7. Save it (You can also add a photo)

8. Type in a name

9. Select the one given or

10. If you "Add New"

## Adding Stories

- 5 Type it in or copy and paste it in from a word document.
- 6 Give it a title
- 7 Save it (You can also add a photo)

## Tag to other people in the story

- 8 Type in a name
- 9 Select the one given or
- 10 If you "Add New"

Follow steps A, B, C, D

James P Smith

1. Identify this person in Family Tree.

2. Once this person is attached to Family Tree, memories will appear on person's details page for everyone to see.

3. Start your search now!

4. Search

5. OR

6. If you know this person's PID number you can enter it here and their memories directly.

7. KV22-R2C

8. Select

9. Attach

10. Attach to

11. James P. Smith (1827-1910) KV22-R2C

12. Attach

## Attaching name to Family tree (applies to photo, document, story, or audio)

- A Click on red exclamation mark
- B Insert PIN of correct person
- C Click select
- D Click Attach

### Need Help?

- 1-Go to "Get Help" (above your name in FamilySearch.
- 2- Go to "Help Center"
- 3- Go to "Memories"

Right click on a picture, left click on "save image as", choose desktop or file to store it. Go to memories to upload that picture.

1900 United States federal census

11. Click on the source

12. It brings up edit box, Click Edit

13. Click on "add file" --upload or choose picture from the gallery.

## Attach memory under a source

- 11 Click on the source
- 12 It brings up edit box, Click Edit
- 13 Click on "add file" --upload or choose picture from the gallery.

# Inserting Pictures into FamilySearch Memories and "Snipping Tool"

1-click here first on start icon

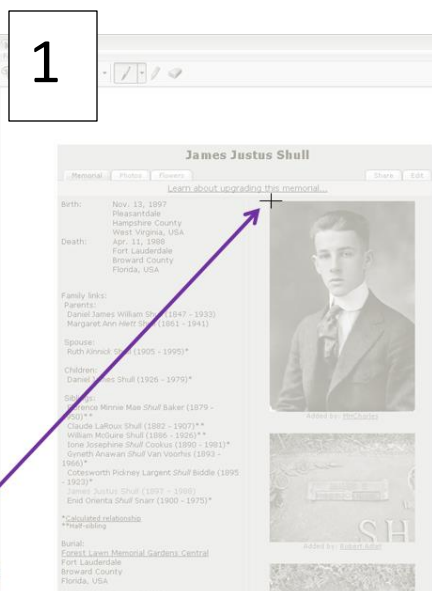
In search box, type in "Snipping tool"

New Delay Cancel Options

2-Select "new" in the box of "Snipping Tool".

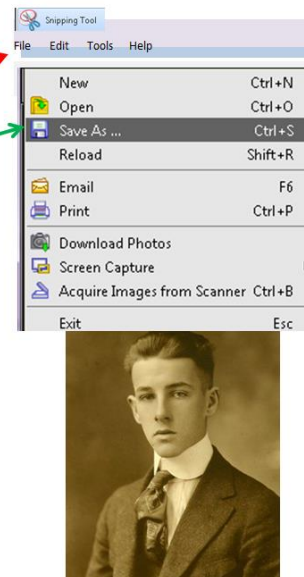
The picture will then turn white transparent.

3-Use the crosshairs to draw around the picture



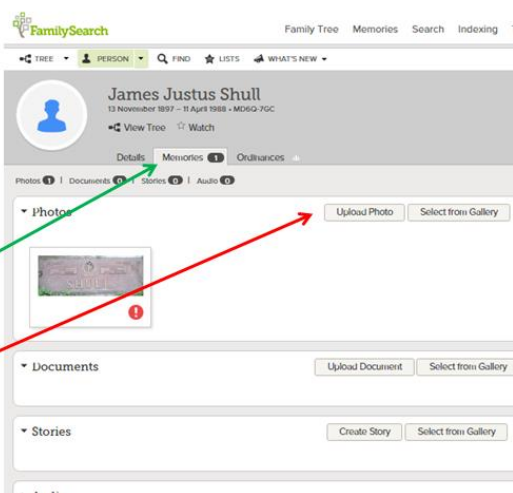
2

1- Click on "File"  
2- "save as" (give it a name) and save to the desktop or your browser.

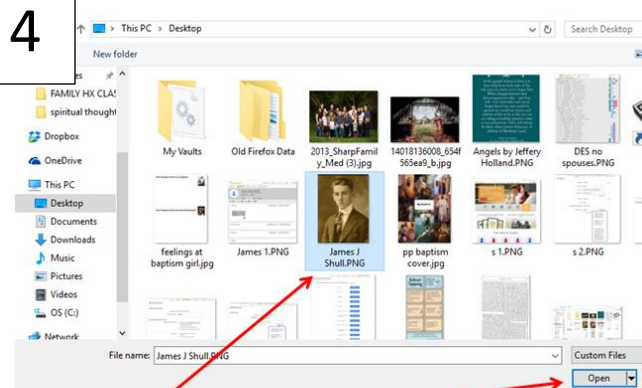


3

Go to FamilySearch details page. Click on Memories then Click on "Upload Photo"



4



Find the picture in your browser or desktop and click on it. Then click on "open"

5

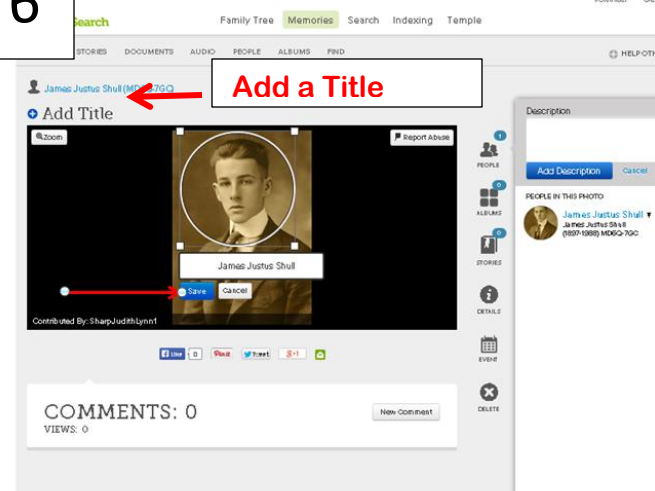
The picture will appear here.

(A "screening" banner will appear over the picture for a short time then drop off.)

To center this picture click on the red exclamation mark



6



Click between the eyes and adjust the circle to the desired place, insert the name and save.