

Learn How to Make the Most of Audio Memories to Preserve and Share Family History in FamilySearch.org HANDOUT by Mark Nye

Upload from your computer or, BETTER YET, use your smartphone!

- **FamilySearch Tree app** OR the **FamilySearch Memories app**

Upload directly to the individual's MEMORIES tab, AUDIO section.

- Acceptable file formats - _____, _____, and _____ up to ____ MB.

STANDARDS

- _____
- _____
- _____
- _____
- _____

CAPTURING MEMORIES

- Choose a Topic – suggested by FamilySearch
- BETTER YET - Create your own list of topics/questions personalized to the situation
- _____ the person who will be recorded
 - Share your list of topics/questions well-ahead of time so they have time to collect and organize their thoughts and responses
 - Make sure they are comfortable – _____ and _____
 - Hold the recording device (your phone) close to them
- Suggest keeping each recording to no more than ____ minutes long
 - If capturing the Memory will take longer, record in segments and label them with the suffix – Part 1, Part 2, etc.

BE CREATIVE

- Consider capturing Memories (names, stories, etc.) in an ancestral foreign language
- Find, digitize, clip, and upload other audio memories – speeches, talks, singing, laughs, etc.

TITLING (at the top) – Remember to do this first. Recommend using the File Name. Be thoughtful about this.

- Click _____

TAGGING – Identify _____ mentioned in the audio memory

- Step 1 – In the _____ corner of the page, answer “Who is in this memory” by typing in the person’s name as it shows in FamilySearch
 - If the “system” finds this person, their name and ID will pop up; Click on the name; then Click _____. Their name will now appear in the upper-right corner of the page under PEOPLE.
 - If the “system” does not find this person, it will ask you to Click _____.
 - Now, in the upper-right corner of the page Click _____. You must then type in the 7-digit FamilySearch ID number for this person and Click SELECT. When the correct person’s name appears, Click _____.
- REPEAT Step 1 for each known person in the audio memory

This audio memory will now appear on every tagged person’s page under their _____ tab .

Whenever communicating with someone else about a photograph, document, story, or audio Memory in FamilySearch, ALWAYS provide the following information:

- Your first and last name (birth name, if it is helpful)
- The full name of the person you are corresponding about – as it appears in FamilySearch
- The FamilySearch ID# of the person you are corresponding about

Take the time to capture audio memories NOW. You will want to “remember the voice (and personality) of your grandmother” and preserve it for future generations. Don’t forget to capture your own memories in your own voice, too!

Utilize the _____ section to the right of the audio Memory to capture the _____, _____, and _____. This allows for _____ in the person’s MEMORIES tab.

RULES

- Only the individual posting the Memory can _____ (and EDIT) it.
- Others can _____ individuals in the audio memory and COMMENT below the Memory.