



## Certificate of Achievement

# Alan Kelley

has completed the following course:

**GENEALOGY: RESEARCHING YOUR FAMILY TREE**  
**UNIVERSITY OF STRATHCLYDE**

This online course explored basic techniques of genealogical research, ways to access and evaluate resources used in family history and the clear communication of findings.

6 weeks, 4 hours per week



**Tahitia McCabe**  
Knowledge Exchange Fellow  
University of Strathclyde



The person named on this certificate has completed the activities in the attached transcript. For more information about Certificates of Achievement and the effort required to become eligible, visit [futurelearn.com/proof-of-learning/certificate-of-achievement](https://futurelearn.com/proof-of-learning/certificate-of-achievement).

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#### **STUDY REQUIREMENT**

6 weeks, 4 hours per week

#### **LEARNING OUTCOMES**

- Design a research plan for tracing family history.
- Apply key techniques used when searching for and analysing genealogical records.
- Describe the differences between genealogical source types and why they may cause problems for the researcher.
- Develop an awareness of the use of historic and social context in family history research.
- Develop an understanding of the ways in which genealogical information can be recorded and communicated.

#### **SYLLABUS**

- A consideration of the differences between primary, derived primary and secondary sources.
- An understanding of the importance of knowing who made a document and why and how they were created. \*A key challenge of genealogy – finding the right person among a number of possible candidates, with ever-changing spellings of surnames – will be considered.
- Lateral ways to approach research including the FAN/cluster technique and mind mapping.
- Primary source databases including searching techniques to deal with name change or spelling differences; these include the use of wildcards.

- An introduction to main source types including civil, church, census and military records to give a sense of the typical type of data these records contain and how to use them.
- Review the content of major international and selected local and specialised databases and consider ways to evaluate databases.
- The principles of the Genealogical Proof Standard including how to establish proof and how to evaluate evidence.
- The use of DNA testing in genealogical research with a focus on autosomal ('cousin-matching') and Y-testing techniques.
- An exploration of secondary and primary sources which provide historic and social context, considering their quality and how to find them.
- The importance of providing evidence of the sources used in family history research and an exploration of the various systems of referencing in use.
- A consideration of tools used to store, track and analyse genealogical data; various types of family trees and reports including paper based resources, software programs and online tools.
- What are the best ways to begin writing a family history?
- Ways to protect and preserve physical records and digital data.