

Instructions for Filling in Spreadsheets for OGSGS Family Finder Page

Surname and Given Name(s):

- Fill in something for all individuals in generations 3 through 5. Use Unknown if surname is not known. Use (male) or (female) as appropriate if given name is not known.
- Do not list individuals in generations 6 and 7 if no name data is available. Use Unknown for surname if only given name is available. Use (male) or (female) as appropriate if only surname is known.
- Qualifiers such as probably, possibly, and maybe can be used with names.
- Add ahnentafel numbers for individuals listed in generations 6 and 7.
- If desired, show name variations with a / between them. For example, Hare/Hair. You can switch to the European spelling of a surname, if desired, for the immigrant generation and earlier.

Given Name(s):

- Use (male) or (female) as appropriate when surname but not given name is known.

Suffix:

- Use Sr. or Jr. as necessary in this column.

Born/Died:

- List only year of event.
- Use the abbreviation “ca.” for about.
- Use the symbols, < and > for before and after.
- For a range of dates, use the two years at either extreme with a dash and no spaces between them.

Where:

- Locations should be primarily county and state.
- Use “Co” with no period as abbreviation for county. Add comma between county and state.
- Use two letter postal abbreviations for states (example: SC for South Carolina).
- Use Orangeburgh Dist, SC for any dates before 1869 and Orangeburg Co, SC for any dates from 1869 and after.
- Townships, such as Amelia Twp, SC, can be used as appropriate for colonial (pre- 1778) Orangeburgh.

Comments:

- Add questions and/or comments here for later editing. This information will not be posted.