



***PAF Express***  
*Washington County PAF Users Group*  
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**Is Your File Ready For The Temple?**

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The following is the screen that appears when a patron selects the Temple Ready program on the computers in the lab at the Utah Valley Regional Family History Center at BYU.

**Read Before Proceeding With Temple Ready**

Before clearing names for Temple Work be sure that you:

1. Are not using names directly from Ancestral File, Pedigree Resource File, or other sources, without personally verifying the accuracy of names and dates for all individuals.
2. Have verified and documented all research for names and event dates for each individual submitted.
3. Have compared all names against the Internet IGI on FamilySearch.org for the most recent temple work information.
4. Are processing files of no more than 100 names at a time.

Steps 1 through 4 bear some review and comment. Some of what I will say is from my life as a genealogist and consultant, some will reflect my experience as a Family File volunteer at Provo and Mount Timpanogos Temples for the past twelve years.

- 1) Are not using names directly from the AF, PRF, etc. without verifying the accuracy...

Putting unchecked names in to your database and submitting them without verification, rates as a Family History Felony. Responsible genealogists do not do this. The LDS Church, Ancestry.com and other major genealogical entities have amassed large databases of patron submitted research. Those databases have been assembled to give us some clues, a starting place, and a chance to locate potential living cousins and fellow researchers. They are not the last word by any means. Many people who have spent decades doing quality research are afraid to post data to these types of websites, due to data snatchers who just download and submit without further checking. [I had some of my hard won German research snatched by another researcher who posted it to her own website without attribution. When I recognized it, I emailed her and was subsequently listed as a secondary source for the family information. I was, however, the only researcher in the family to actually view the original records from Germany and had film, volume, and page numbers to prove it. My cousins and I do not feel free to post anything further as we know what will happen.]

The Church has given us personal control over our own Temple submissions. That is an awesome blessing and a solemn responsibility. Let us regard it as a sacred stewardship.

- 2) Have verification and documentation for all events for all names submitted.

Too often I have worked with patrons at BYU who were not much concerned with documentation. The thought that comes to mind is that some people must have more time on their hands than I do. I only have time to do temple work for my actual relatives. It takes some effort to make sure you are really truly on the right branch in the right family tree. Otherwise, you may be doing a public service for some, albeit grateful, total strangers. I have often tried to get that point across in a nice way. It seems to be something people do not want to hear.

3) Have compared all names against the Internet IGI on [www.FamilySearch.org](http://www.FamilySearch.org).

Have you ever said "Yes, I checked for completed ordinances." What did you mean? For some it means the file was only checked against the IGI during the Temple Ready process. It cannot be emphasized too often that Temple Ready checks files against an IGI data base burned to CDs in January of 2000. Yes, that data base, though it looks like it is online, is not. Most FHCs are networked and have many of the Church CDs loaded up on a shared server. This eliminates disk swapping, storage, the problems of wear from frequent handling and the need to share limited sets. That data base is five and one half years old and no additions have or ever will be made to it. Millions of names have been submitted since January 2000.

The most current version of the IGI with ordinance date display is on <http://www.FamilySearch.org> the LDS Church Family History website. Logging on with your LDS Membership Number and confirmation date, you can see the IGI with ordinance dates. Each name should be checked, and not just a cursory check. Try spelling variations and all possible locations. Use a range of dates, not just the exact date you know. Others may have submitted an individual with estimated or approximated information.

When you perform an ordinance at the Temple, the date should appear online within 3-5 days. For some of the out-lying temples it may be as much as 10 days; a good rule of thumb is to allow 2 weeks and then check. The online IGI really is this current.

4) The file limit of 100 names is important for several reasons.

First, if you exceed 100, the Temple Ready program, not the computer at the temple, will split your file. How many pieces the file ends up in depends on the size of the original file. How picky is the program? Once I made a file of 101 names. It was split in two, a file of one hundred and a file of one name. The Family File personnel at the Temple often get chewed out for this occurrence. In reality, this is a function of the programming of the Temple Ready Program.

A second reason to keep your files small is overall manageability. A large file can be very confusing and much harder to track than several smaller ones. You can do much better research and documentation if you are not trying to do too much at once.

The third reason to keep them smaller is file or disk problems. If something goes wrong, the problem is contained to a much smaller set of data that may have to be reprocessed. Please make a backup file at the FHC, even if the staff says it is a waste of time, they are wrong!

The last reason to keep it small is that we occasionally have printer/computer challenges at the Family File. In fact, the Temple Ready process was reprogrammed a few years back to split large files for this very reason. Patrons would regularly arrive with huge files that would overwhelm the computers and printers, the printing would stall mid-file and loads of time and paper were wasted. The bottom line is this: you have the option of creating smaller files or Temple Ready will do it for you. Complaining to Family File attendants will not help. If you have comments about the process, please call the Family History and Temple Department in Salt Lake and register your opinion where it will count,

**Comments heard at the Family File that should cause concern:**

Comment: I have too much work to submit to do research. Answer: Submit as much as you can do well. We need to return to the standard of quality not quantity.

Comment: I don't have time to check each name on the IGI in detail. Answer: Do as many as you have time to do well. There is no minimum required number for a good submission. One of the best days of my life was when I submitted my two great aunts, Anna and Barbara.

Comment: They told me at the FHC I didn't need a back up disk. [This is when the submission disk has failed and the patron is asked for the back up disk.] Answer: Now you know they were wrong. Stuff happens.

Comment: I got these 500 names ready to go this morning. Answer: Where did you get them? What did you do to check and prepare them? [Work done in this way usually looks like it. When files are wholesale downloaded from the Ancestral File or somewhere else and dropped into PAF and run through Temple Ready, there are a number of ways of detecting it without even asking. Usually there is lack of consistency in the data entry style. Research notes are often included in the name files, such as "Wife 2" or "Twin 1" or "unknown." Often there are many females with no last name, even in modern times where such could be located.]

Comment: This is how they told me to do it at the FHC. Answer: You might want to take a class and learn the procedure for yourself. It is the only way you can be sure your files will turn out exactly as you wish. [I have actually recommended Sunday classes at BYU or Utah Valley Paf Users monthly meetings! I have also recommended going to the FHC in question on a different day, or going to a different FHC. We need to be trustworthy FHC workers and also encourage people to learn to do these things on their own.]

Comment: I have too much going with my family to do research but I still want to submit family names. Answer: My personal answer is to use some of your family activity time to do this service for your ancestors. Your kids and grandkids have been using the computer since they could sit up. They have been prepared for this very purpose. Doing this work as a family for our family is how we develop that link between generations, that love that is sealed for all time in the Holy Temples. I can testify what it has done for my own family and for the families of some of my closest friends. Who doesn't need more blessings and more of the Spirit in their lives?

Comment: What is the Ordinance Index? or Didn't that get checked when I used Temple Ready?  
Answer: See #3 above.

Comment: I had two cards for the same person so I threw one of them away.  
Answer: Please bring duplicates to the temple so we can delete them out of the system. All cards have a bar code and each cleared ordinance has a place in the system. Tossing out the card does not eliminate the duplicate, only the paper.

### **In conclusion:**

Do not be preoccupied with creating massive submissions. Do good work that you will not be ashamed of when the time comes to report. I cannot tell you how many times some one has come bustling in to the Family File with a disk full of files to print. They have been working all morning at the FHC because someone in the ward wanted 200 names for the ward youth for Saturday. In hopes that only the Temple Ready had been done that morning, I have asked questions and learned that all of the "research" was also done that morning. There is no way the information can be a thoroughly researched, IGI checked, clean submission. Sure enough, as the cards emerge from the printer it is clearly not the best job.

We must refrain from being "quickie genealogists." Aside from everything else it gives our friends, family and ward members the mistaken impression that genealogy is a no-brainer, should take only minutes, and can be

done completely via the computer. Those of us who do "real research" know better. This work deserves respect and the time necessary to do it right.

Let us make sure our submission files really are Ready for the Temple.

When searching the IGI remember that some extractions were based on christening dates. If the person for whom you are searching has a birth date close to the end of the year, you may want to search at least the year after as well. The entry may be under that later date and depending on the religious inclinations and travel distance required of the parents, that christening date may be long after the birth.

If you are working with an estimated date you may wish to consider on what information that estimate was based. If it is on the birth dates of the children, be careful. A couple could have children for 20+ years and if you know only one of them, the estimate could be way off. You don't know where that child fits into the family. For example, my husband was always told that his great grandfather, Victor, was the eldest child. He began looking for a marriage record of the parents around the time of Victor's birth date — nothing. He went backwards in the birth records of the children in that area and located five older children before finding the marriage of the parents. It turns out that his great-grandfather was the eldest of the children who came to America. The parents had much earlier birth dates than would have been supposed based on the assumption that Victor was the oldest.

I finally found one man that I was looking for who had been submitted using his death date. Not only was that about seventy years off the birth date, he had moved from Russia to North Dakota in the meantime. Talk about a different place in the IGI than I was originally searching!

Watch out for those assumptions and family stories. View them as possibilities, not truth set in stone, and broaden your parameters.