

Glen Cove Public Library  
Robert R. Coles Long Island History Room  
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## Trace Your Genealogy

You are at the right place to begin or to continue your genealogical search. We offer free access to Ancestry.com, an otherwise subscription based website, through computers located at the Glen Cove Public Library. An introductory tutorial is available by appointment through the Information Desk. We are happy to connect you with a multitude of additional resources. In this packet, you will find information on sample pedigree charts, beginner search guidelines, local and statewide resources, DNA genealogy guidelines, list of common mistakes to avoid, and suggested further readings.

Glen Cove Public Library



[www.glencovelibrary.org](http://www.glencovelibrary.org)

## Getting started

- Start with yourself, parents, and grandparents to compile as much information as possible. Record all known family members on pedigree charts that can be downloaded and edited. Two of the most popular and easy to use charts are the “Family Tree Form” and “Family Group Record” found on [www.misbach.org](http://www.misbach.org). All forms are free. Good organization is key to your success. Whether you choose to keep your records on paper or electronic formats, it is essential to maintain a research log.
- Ask your relatives about your family history and look in family records (letters, family Bibles, scrapbooks, diaries, photographs, baptismal certificates, newspaper clippings, etc). Any records with a name, place, and date are useful.
- Think of possible ways your ancestor interacted with the federal government (records to do with census, immigration, naturalization, land, and military). National Archives and Records Administration (NARA) maintains the permanent records of the Federal Government. In addition to the central D.C. and Maryland facilities, NARA also maintains nine regional locations throughout the U.S. with New York City, Boston, and Philadelphia as the closest centers to Long Island. <https://www.archives.gov/research/genealogy>
- Think of possible ways your ancestor interacted with the local county and state government (records to do with birth, death, marriage, divorce, wills and deeds). Vital records are official government issued records including birth, death, marriage, and divorce certificates. The Federal Government does not keep vital records; they are kept at the locality where the event took place. Once you have determined the state where the event occurred, then you could contact them directly. This website lists locations based on state. Since records were created by multiple agencies, there is not a master name or subject index. <https://www.cdc.gov/nchs/w2w/index.htm>

Locally on Long Island, a limited scope of *The New York State Vital Records Index* is located at the Patchogue-Medford Library on microfiche.

## Top four free online genealogy websites

- **FamilySearch.org** is a nonprofit platform that is owned and operated by the Church of Jesus Christ of Latter-Day Saints. They have amassed billions of records since 1894 and offer them free of charge for personal research. Unlike other sites that allow users to create individualized family trees, *Family Search.org* has created one universal tree for all users. They also offer support by maintaining a network of Family History Centers. Since these local municipal archives are staffed by volunteers, operating hours are limited. At these locations, patrons are able to obtain free vital record certificates. There are approximately 4,600 centers located in 70 countries. The four in close proximity are:
  - Terryville: 372 Terryville Road, Port Jefferson Station, NY 11776 (631) 642-2096
  - Lynbrook: 10 Peninsula Blvd., Lynbrook, NY 11563 (516) 599-8079
  - Plainview: 160 Washington Ave., Plainview, NY 11803 (516) 433-0122
  - Queens: 40-24 62nd Street, Woodside, NY 11377 (718) 478-5337
- **FultonHistory** aka. Old Fulton NY Postcards was created by Tom Tryniski in 1999 and is widely recognized as a valuable resource for anyone doing research in the New York region. The site offers digitized historical newspapers from New York and surrounding states from 1795 to 2007. The site is fully searchable and updated frequently. <http://fultonhistory.com>
- **FindAGrave** is a website that is fully discoverable by name, location, and cemetery. The information found on this site is generated by users. As a result, there are hundreds of millions of records on graves around the world. Sometimes photos of headstones which yield important biographical information are available. This site is excellent for finding previously unknown burial locations, and birth/death dates. <https://www.findagrave.com>
- **U.S. GenWeb Project** has been providing free genealogy information to users since the late 1990s. This site depends upon user contribution so data may vary in quality and quantity. Since users submit information from their private collections, much of what is on this site cannot be found elsewhere. Each state has its own section within the site, and each county has its own page. Users have been known to upload old journals, diary records, old photographs, and more. <https://www.usgenweb.org>

## Popular subscription based genealogy websites

### Top four search sites: Ancestry.com, Findmypast.com, Myheritage.com and 23andMe

Family history search websites abound, but these four are the most extensive platforms on research for genealogy. Each site has its unique methodology, resources, and database collection. Their flexible search engine offers millions of historical records from around the world, family tree-building capacity, and automated record hinting. While all offer DNA testing, they will also allow raw data input from other companies. These websites conduct analysis and matching services for users who upload their DNA test results. Each site offers tutorials and in some cases, a free trial period.

- **Ancestry.com** is probably the best known genealogical website. It started as a magazine publisher in 1983 and currently has more than 3 million paid subscribers and other users. The Glen Cove Public Library offers **free access** to the library edition provided you use the library's computers to log onto the site. Ancestry.com allows you to build your family tree and share posts with others. You can upload DNA test results and compare findings with over 100 million registered family trees. *AncestryDNA* was launched in 2012, boasts 15 million users, and is available in more than 30 countries.
- **FindMyPast.com** was formerly the *UK's DC Thomson Family History*. This site holds sizeable databases including Irish Roman Catholic Parish records and more than 7 million baptism files. It holds the 1881 census records of England, Wales, and Scotland. Their database also includes smaller record sets from around the world. There are about 18 million subscribers on *FindMyPast* and its other online entities: *Mocavo*, *Genes Reunited*, and the *British Newspaper Archive*. Due to a partnership with the *British Library*, this website has the largest online collection of British and Irish historical newspapers. This site allows the user to either create or upload a family tree.
- **MyHeritage.com** was developed and is headquartered in Israel. The platform is compatible with web, mobile, and software products and services. It supports 42 languages and has over 92 million users. It has innovative programs like *Record Detective*, *Record Matching*, and *Global Name Translation*. Their *Search Connect* software indexes user search queries along with metadata information to connect researchers who are performing similar searches, offering opportunities for collaboration.
- **23andMe** is an online genealogy company which pioneered the autosomal DNA testing in 2007. This platform is now used by all other top ancestry research companies. *23andMe* markets both ancestry research and personal health reports. The company is unique with their focus on biotechnology; they have components integrated within the website which allow users to participate in a variety of medical research.

## DNA Testing

Family lore, records, and memory can be unreliable. DNA testing may just be the purest form of genealogical research. There are 3 types of DNA tests used for genealogy research: Y-DNA, autosomal DNA and mitochondrial DNA. Knowing the differences between the three along with their pros and cons can help guide your choice on which test is most suitable. As you do research, the term “haplogroup” will quickly surface. In short, the term refers to the roots of your ancestral clan: your haplogroup will indicate to which group you belong. Clans can be Native American, Celts, Aboriginal Australians, et cetera. Haplogroups follow straight maternal and paternal lineage lines. We are all descendants of one haplogroup from Africa. Over time, however, Africans migrated to many locations and their gene mutations formed new haplogroups. Modern haplogroups fall into four main categories: African, Asian, European, and Native American. There are numerous subgroups within each main branch. Your test results will be given in letters and numbers; the more letters and numbers you obtain, the better you can pinpoint locations where your ancestors lived. DNA testing allows you to have knowledge of your ancestral roots before the modern invention of surnames or record keeping. Below is a list of available tests to determine male and female haplogroups.

**Y-DNA** is a test only taken by males as it traces paternal ancestry. Most of the Y chromosome passed from father to son is unchanged making it a reliable indicator to trace ancestry. This test can uncover a male’s biological father’s ancestry many generations back. Look for testing companies that offer genetic matches with the Y-DNA results. Some popular websites are: *FamilyTreeDNA*, *23andMe*, and *Ancestry DNA*. Shared DNA with a potential match is measured in genetic distance or GD. The lower the number the better the match. Hence, a measurement of zero is the closest and shows that you and the match have a common male ancestor within +/- 3 generations. If possible, upload raw DNA data to more than one site as each offers slightly different takes on how the data is analyzed.

**Mitochondrial DNA or mtDNA** is inherited from mother to child with almost no change. Even though males receive mtDNA from their mothers, they do not pass it onto their offspring. Thus, mtDNA allows for an accurate testing to determine haplogroup information through maternal lineage only. Unlike the Y-DNA test, both males and females can take this test. Results can offer a picture of the geographic origin and migration paths of your maternal ancestors. Like the Y-DNA test, potential matches are measured in genetic distance or GD. mtDNA is made up of three regions: Hypervariable Region 1 (HVR1), Hypervariable Region 2 (HVR2), and the Coding Region. Some websites might offer different pricing structures depending on how many regions are tested. Full sequencing and result analysis could double the cost. Testing companies also offer free participation opportunities to join research projects.

**Autosomal DNA** is unlike the other two forms of testing. All major genealogy companies offer this type of test for both males and females. This test accounts for both paternal and maternal lineage, but it only tests to 4 - 6 generations back. The results are measured in centiMorgans or cMs. The higher the number of cMs between two people, the closer their relationship. There are some exceptions to the rule. For example, identical twins share 100% of their DNA. Hence, if your parent has an identical twin, the test will show both twins as your parent. Another exception is pedigree collapse which occurs when intermarriages take place within the family. cMs will be higher between different branches of the same family than otherwise indicated on paper. Likewise, endogamy, a term for insulated groups by various factors such as geography or religious beliefs, might have more instances of intermarriages. cMs results will be similarly skewed.

## **Local resources in the Robert R. Coles Long Island History Room** **(In library use only)**

### **Birth, Marriage and Death Records (1847-1849)**

**Compiled by John E. Hammond, Town Historian R 929.3 H**

While most vital records date from 1880 onward in New York State, there are some records that pre-date this year. In 1847, a law requiring registration of births, marriages, and deaths was enacted but not enforced. The Town Clerk from the Town of Oyster Bay has an intact set of such records and other papers. For full information, researchers should contact John E. Hammond, Town Historian, at 54 Audrey Ave, Oyster Bay, NY 11771

### **Index to Register of Deaths, Town of Oyster Bay (1881-1920)**

**Compiled by John E. Hammond R 929.3 H**

Death certificates are invaluable primary resources. The Town of Oyster Bay has records from 1881 while most states were beginning to mandate death certificates at the turn of the century. Most records include the name of the deceased, the date and place of birth, the cause of death, the burial place, the names and birthplaces of both parents and the name of the doctor. Please note that the information is rendered by a relative and is only as good as his/her memory.

### **Historic Cemeteries of Oyster Bay**

**Compiled by John E. Hammond R 974.7245**

This guide provides a list of historic cemeteries that existed within the pre 1920 boundaries of the Town of Oyster Bay and sources of transcription information. The History Room possesses many inscription records from local cemeteries. ie: *Biographical Notes on Burials in Dosoris Cemetery, Glen Cove, L.I.* **R 929.374**

### **Monuments in Private and Abandoned Cemeteries in Oyster Bay Town**

**Compiled by Peter Luyster Van Santvoord R 974.7245**

A complete transcript of monuments in private, public and abandoned cemeteries in Oyster Bay Town, North as of 1961.

### **Glen Cove High School Yearbooks**

The History Room has a large collection of yearbooks from Glen Cove High School, from 1921 to the current school year. The collection is missing 1922, 1923, 1924, 1925, 1931 through 1941.

### **Obituary Index of Glen Cove Newspapers**

The obituary index of the Glen Cove Public Library contains obituary listings from Glen Cove newspapers dating back to the late 1800s. The obituaries are available on microfilm at the Library. This information can be found under the Local History tab on our website, [www.GlenCoveLibrary.org](http://www.GlenCoveLibrary.org)

### **Dodge-Thomas Funeral Home Obituary List – Glen Cove, New York**

Dodge-Thomas Funeral Home has been operating in Glen Cove since 1816. They maintain a database of obituaries that can be found through their website, [www.DodgeThomas.com](http://www.DodgeThomas.com)

### **McLaughlin Kramer Megiel Funeral Home Obituary List – Glen Cove, New York**

The McLaughlin Kramer Megiel Funeral Home has been operating in Glen Cove for three generations. They maintain records of obituaries that can be found through their website, [www.mclaughlinkramermegielfuneralhome.com](http://www.mclaughlinkramermegielfuneralhome.com)

## **Additional regional resources**

**The Long Island Studies Institute**, a cooperative endeavor of Hofstra University and Nassau County, is a major center for the study of Long Island local and regional history. Located on the lower floor of the Joan & Donald E. Axinn Library, the Institute's research facility includes the Nassau County Museum Reference Collection and the Hofstra University James N. MacLean American Legion Memorial Collection. These resources – books, photographs, newspapers, maps, census records, genealogies, government documents, manuscripts, and audiovisual materials – constitute a rich repository for local history research.

The Long Island Studies Institute collections are available to scholars, teachers, students, and the general public. For information, please contact Prof. Geri Solomon at (516) 463-6407.

[https://www.hofstra.edu/library/libspc/libspc\\_lisi\\_main.html](https://www.hofstra.edu/library/libspc/libspc_lisi_main.html)

**The German Genealogy Group** provides free databases for indexes to vital records: New York City Births (1878-1909), Marriages (1866-1937), and Deaths (1862-1948). Dates of coverage vary from borough to county. Other databases available through the site are *Alien Statements for New York and New Jersey*, a variety of cemetery and church records, New York & New Jersey area yearbooks, and *German Enemy Aliens*. Additional genealogical data include *Long Island Biographies* (late 19th to early 20th century), *Federal Criminal Records in NY Federal District Court* (1831-1959), and *Bodies in Transit Collection* from the NY Municipal Archives (60,478 death records from 1859 to 1894).

[www.germangenealogygroup.com](http://www.germangenealogygroup.com)

**The Italian Genealogy Group** is based in Bethpage, Long Island. Their website is dedicated to promoting Italian family history and genealogy research by providing free databases and vital record indexes for New York City Births (1878-1909), Marriages (1866-1937), and Deaths (1862-1948). Dates of coverage vary by borough/county. Other databases available through the site are *Alien Statements for New York & New Jersey*, *Naturalizations for select New York & New Jersey counties*, *Fresh Pond Cremation and Interment index* (Suffolk County, NY), and other genealogical data. On this site, there are unique records culled from church records covering baptism and marriage indexes. You can find databases searchable by bride and groom names in New York City, *Nassau/Suffolk Counties Marriage Index*, and early *Brooklyn Marriage Index*.

<https://italianguen.org>

**DNA Genealogy Group of Long Island** seeks to help genealogists better understand how DNA testing and results can be applied to their research. Through free lectures and online guidelines, this group seeks to demystify the testing process. You can find links to the following useful titles: *Autosomal DNA Testing Comparison Chart*, *Comparing Raw Data from 5 DNA Testing Companies*, *Genealogical DNA Testing Around the Globe*, and *How to Transfer Your Ancestry DNA Test Results to Other Databases*.

<https://www.dgqli.com>



## **Additional online resources**

Detailed categorized & cross-referenced index to genealogical resources on the Internet - free  
<https://www.cyndislist.com>

Searchable records on historical newspapers maintained by the Library of Congress - free  
<https://chroniclingamerica.loc.gov>

Jewish ancestry and heritage databases for genealogical research - free  
<https://www.jewishgen.org>

U.S. Department of Veterans Affairs maintains a nationwide grave locator for all U.S. veterans' cemeteries - free  
<https://gravelocator.cem.va.gov>

American Battle Monuments Commission lists grave site locations for veterans buried in 34 overseas military cemeteries - free  
<https://www.abmc.gov>

Searchable obituary archive that can be limited by location. A wide array of newspapers are covered - \$2.95 for one or monthly/annual membership  
<http://www.obitsarchive.com>

Passenger databases or list information: - free  
 1600s to early 1900s <https://www.immigrantships.net>  
 1820 to 1892 <http://www.castlegarden.org>  
 1892 to 1924 <https://www.libertyellisfoundation.org>

Military records: - free  
 Civil War soldiers and sailors <https://www.nps.gov/civilwar/index.htm>  
 World War II by state for the Navy, Marines, Coast Guard, Army, and Air Force  
<https://www.archives.gov/research/military>

New York Public Library, Irma & Paul Milstein Division of United States History, Local History and Genealogy - may have additional free access to databases when used onsite  
<https://www.nypl.org/locations/divisions/milstein>

Brooklyn Public Library at the Grand Army Plaza branch contains resources that are specific to Brooklyn - free <https://www.bklynlibrary.org/list/genealogy>

Queens Public Library at the Jamaica branch contains resources that cover Kings, Queens, Nassau and Suffolk Counties - free  
<https://www.queenslibrary.org/research/archives>

got genealogy.com's

# GOLDEN RULES OF GENEALOGY



## "SPELLING DUSN'T COWNT"

**1** Back in the day folks couldn't spell and many could barely write, so how a name sounds is more



important than how it's spelled. Use wild card or Soundex searches to help find variant spellings of names.

## ASSUME NOTHING

**2** Check all your facts, don't assume that any particular document is right or wrong, and always try to find other independent sources to corroborate your facts as much as possible. Verify, verify, verify. For instance, don't assume that:

- your ancestors were married
- census information is accurate
- vital (or other) records were correct
- your ancestor's life events were recorded
- ancestors had the same name as their enslaver

## USE DISCRETION

**3** **Never lie** in your genealogy reports, but use discretion when reporting family information, especially when it involves living relatives.

## ALWAYS DOCUMENT YOUR SOURCES, NO MATTER HOW MUCH

**4** **THEY CONTRADICT ONE ANOTHER**  
Over time, you will compile more data and those once seemingly contradictory pieces of evidence may prove to be just the pieces of the puzzle you need to prove or disprove your theory. Be consistent as you cite your sources. There are standard citation formats, but



even if you just make up your own format for listing your sources, be consistent with it. You want your descendants to be able to retrace your steps, so you always cite your sources.

## MOST DATES ARE APPROXIMATE

**5** It's okay to state that someone was born "abt. 1845," or died "May 1915" if you don't have an exact date or where various documents have different dates. Which date is "correct?" They all are.



## IF UNSURE, SAY SO

**6** Future researchers will thank you for being honest if you simply say that you cannot prove a specific fact, yet you "suspect" such and such is true. Don't fudge the facts. Ever.



## YOU CANNOT DO IT ALL ONLINE

**7** Yes, we love doing research online and there's nothing better than using the computer to find new sources, view digital images of original documents and even connect with relatives. For genealogists, the internet will never replace the wonderful work of libraries, county courthouses, archives, and historical societies. Do as much as you can online, then turn off your computer and hit the bricks!



## JUST BECAUSE IT'S ONLINE DOESN'T MEAN IT'S TRUE

**8** The internet is a wonderful thing but it's filled with oodles of bad information. Don't make the mistake of believing anything you find online at face value. Verify against other sources, even if you paid for the information you found online. Consult the original source whenever possible.

## PASS ALONG YOUR RESEARCH

**9** No matter how many decades you spend researching your family, your research will never be done. Plan on passing along your research to the next generation's



researchers. Leave excellent notes, cite all your sources, explain your shorthand ... in essence, leave your research the way you'd have liked to have found it.

## DON'T DIE WITH YOUR STORIES STILL IN YOU

**10** Giving credit to Dr. Wayne Dyer for his "Don't die with your music still in you," we want to remind you to tell the stories as completely and as accurately as possible. Genealogy isn't about just doing research. Genealogy is about telling the stories and ensuring that your ancestor's legacies live on for generations to come. Without the stories, the research won't do anyone much good. The legacy of your ancestors rests in your capable hands. Doing the research is fine, but always remember that you have been chosen to **tell their stories**.



## DNA IS NOT A TRUMP CARD

**11** DNA is just one of **many** possible sources of information you can use to verify or deny a relationship. Human error occurs when the results are transcribed, thereby providing false information. DNA results should **always** be used in concert with other sources.

## ANYTHING YOU POST ONLINE WILL BE "BORROWED"

**12** You need to accept the fact that any family information you post online will be "borrowed" or outright stolen, and you will probably not get credit for all your hard work. This is the nature of the beast... the internet. Get over it.

## SPREAD THE WORD

You have our permission to use/publish these *Golden Rules* as much as you like. Just give us credit for them, okay?

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