



# Improve your Search Results in FamilySearch Hispanic Records

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Objective: To learn various ways to search the historical records collections of FamilySearch for Hispanic ancestors in order to improve your results.

## IMPORTANT TIPS

1. Always search by name first.
2. Always view the image of the original record.
3. Attach sources to your Family Tree.
4. Search using a variety of methods.
5. Less is more. Begin with a minimum of information and apply filter to your results to refine them.
6. Log in with your FamilySearch account first in order to save records and images to your source box or to attach the information directly to your ancestor in Family Tree. **Note:** Some collections require a FamilySearch account or an LDS account in order to access them. These restrictions are imposed by the archive or repository with whom FamilySearch has contracted in order to have copies of the records.

## UNDERSTANDING THE RESULTS PAGE

- **Records:** The list of your search results.
- **Collections:** The list of collections where your results came from. You can filter by collection by selecting the small box next to the title of the collection you wish to see results from.
- **Number of results to show:** The quantity of results that will be shown on the page.
- **Name column:** The name of the person in the record that matches your search parameters and the name of the collection from which the result was taken. The dates indicated in this section are the date range of the collection indicated and **not** the date of the actual record.
- **Events:** The type of event indicated in the record, its date and place.
- **Relationships:** Relationships that are indicated in the record.
- **Details:** Click on this icon to view the indexed information from this result and its source.
- **Image:** Click on this icon to view the image of the record from where the indexed information was extracted.

## SEARCHING BY NAME

**To obtain more results:** Search using only one surname but for variety, you can try searching with two surnames. It's important to remember however, that the names of individuals in many indexed records only contain one surname.

### *Example 1: Search for Juan Gómez*

1. **First Names:** Juan      **Last Names:** Gomez
2. **Restrict Records By: Location > Country:** Chile    **State or province:** Copiapo

3. Click on **Search**.
4. Filter your results by **Marriage year** = 1800. The filters are on the left side of the search results page in the section **Filter Your Results By**. Click on the small arrow to the right of Marriage year and choose 1800.
5. View the result of Juan Gómez Lopez
6. Click on the name of Juan Gomez Lopez or on the **Details** icon.
  - This is a summary of the indexed information from the record. Please note that there could be more information in the original record that was not indexed.
  - This is where you see the record citation, the microfilm number and the image number, when the image is available. **Note:** Not all indexed records are attached to their image.
7. Click on the image.
  - The record that we want to view is on the lower right side.
  - Note the details from the original record that were not included in the indexed information – The marital status of the bride and groom and their residence. You should always view the original image from where the indexed information was extracted when possible as it may contain additional clues.
  - At the bottom of the image page is the indexed information of the image.

## SEARCHING WITH A RELATIONSHIP

### Types of relationships searches

- Spouse – Search for the person including the name of his spouse.
- Parents – Search for the whole family using only the parents' names.
- You can also search for a family using only the paternal and maternal surnames.

### Search with a spouse

#### *Example 2: Search for Jose Ripa and Antonia Mutuberria as spouses*

1. **First Names:** José      **Last Names:** Ripa
2. Click on **Spouse**
3. **First Names:** Antonia      **Last Names:** Mutuberria
4. **Restrict Records By: Location** > Spain
5. Click on **Search**

### Search with just parents' names

#### *Example 3: Search for Jose Ripa and Antonia Mutuberria as parents*

1. Click on **Parents**
2. **Father's First Names:** José      **Father's Last Names:** Ripa
3. **Mother's First Names:** Antonia      **Mother's Last Names:** Mutuberria
4. **Restrict Records By: Location** > Spain
5. Click on **Search**

### Search using just the two surnames

#### *Example 4: Ripa Mutuberria*

1. **Last Names:** Ripa Mutuberria
2. **Restrict Records By: Location** > Leave blank
3. **Don't add any other information.**
4. Click on **Search**

## FINDING THE IMAGE OF AN INDEXED RECORD

This ability is important because you should always view the original record to see ALL the information found in the record. At times there may be additional information or important clues that are not included in the indexed information.

### **Example 5: Search for Eduarda Cornejo Campos**

1. **First Names:** Eduarda **Last Names:** Cornejo
2. Click on **Parents**
3. **Father's Last Names:** Cornejo
4. **Mother's Last Names:** Campos
5. **Restrict Records By: Location** > Country: México State: Zacatecas
6. Click on **Search**
7. Click on the result showing Eduarda Cornejo Campo baptized on 14 October 1864.

### **Browsing image collections using the map**

1. On the home page of FamilySearch.org hover over the word Search and then click on Records from the drop-down menu.
2. Go to the map and click on the country or geographical region [México]
3. Choose the name of the country or state from the drop-down menu [Zacatecas]
4. Click on the name of collection you wish to view [Mexico, Zacatecas, *registros parroquiales, 1605-1980*].
5. Click on Browse through ... images.
6. Choose the city or town and then the parish. [Momax, Momax]
7. Select the record type and the year range. [Bautismos 1850-1878]
8. Browse through the image until you arrive at the desired date. [14 octubre 1864 – Image 387]. **Note:** You can jump through the records by entering an image number or by advancing page by page using the small arrows on either side of the image number.

**Note:** See below for instructions on browsing image collections using the catalog.

### **Tips for browsing images**

- Search for the locality beginning with the largest jurisdiction and drilling down to the smallest. For example: State or province > city > parish.
- Choose the type of records and year range that fits the year range you need. *Nacimientos/bautismos* = births/baptisms, *matrimonios*=marriages, *defunciones* = deaths/burials.
- You can browse forward or backward in an image set using the small arrows that appear on either side of the words **Image xx of xx**. The arrow pointing to the right is to advance. The arrow pointing to the left is to go backwards. You can also enter an image number and click on Enter to advance to that image number.
- To use the tools to improve the image quality, click on **Tools** and you will see various options. To adjust the brightness or contrast of the image, use the slider and then click on **Apply** when the image appears as you wish.
- Search in indexes first, if any, but remember the page number in the index rarely corresponds to the image number.
- Begin with date of the event (birth, marriage, death) working forward in time. The records are normally in chronological order by the date of the event or of the registration. If the event is not on the date expected, try searching a few years before or a few years after.
- Take notes or use a research log.
- Be patient and don't give up.

## USING THE FAMILYSEARCH CATALOG

Use the FamilySearch catalog to find microfilm and digitized images as well as other records that are not digitized, such as microfilms, books, periodicals, or maps.

You can search by:

- Place
- Surnames
- Titles
- Author
- Subjects
- Keywords

### ***Example 6: Search for parish records for the parish of San Antonio de Padua in Sabanalarga, Atlántico, Colombia.***

1. From the home page of FamilySearch.org pass your cursor over the word **Search** and click on **Catalog** from the drop-down menu.
2. In the field **Place** enter the name Sabanalarga. Click on the following result: **Colombia, Atlántico, Sabanalarga**.
3. Click on **Colombia, Atlántico, Sabanalarga – Church records (2)**
4. Click on **Registros parroquiales, 1831-1945**. These records correspond to the parish of San Antonio de Padua. You can tell this by the name of the Author.
5. Scroll down the page to the **Notes** section to view information about the microfilms.

### **Understanding the icons from the Format column in the catalog**

**Magnifying glass icon:** Some or all of the records from this microfilm are indexed. Click on the magnifying glass icon to search by name within this microfilm.

**Camera icon:** Records are digitized and online. Click on the camera icon to view the images.

**Microfilm roll icon:** Records are microfilmed. If the icon is not accompanied by a camera icon or a magnifying glass icon, the only way to view these records is in a FamilySearch center with a microfilm reader.

### **Browsing image collections from the catalog**

- Locate records you wish to view using the catalog. See instructions above for using the FamilySearch catalog.
- Click on the camera icon for the microfilm you wish to view. The images will open on your screen in thumbnail form.
- To view a specific image, double click on the thumbnail. You can also navigate through the thumbnails by changing the image number or scrolling down the page.
- When viewing just one image, you can return to the thumbnails by clicking on the symbol to the left of your screen that shows a grouping of small blocks.
- For more tips and options, see the section **Tips for browsing images** above.