



ICAPGenTM
The International Commission for the Accreditation of Professional Genealogists

Perspectives on Accreditation

**Diana Elder AG[®], Julie Stoddard AG[®],
and Lisa Stokes AG[®]**



Benefits of becoming an
Accredited Genealogist®
through ICAPGenSM



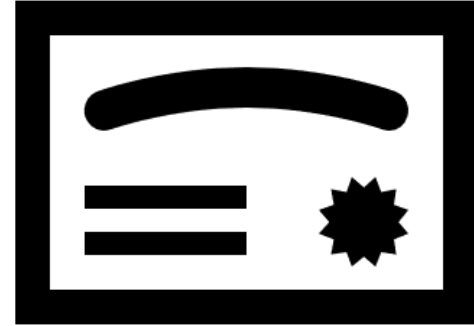
1

Increased trust of clients





Increased trust of clients



- AG[®]
- A premier credential for over 50 years.



Increased trust of clients



- Proven research abilities
- Code of ethics
- Backing of ICAPGen for arbitration



2

Marketability and Networking





Marketing and Networking



- Advertised on the ICAPGen website
 - Name
 - Region of Accreditation
 - Place of residence



Marketing and Networking



- A professional credential
- Recognized by most courts in estate and kinship matters.



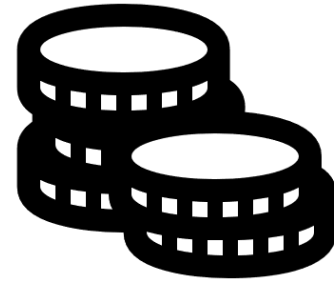
Marketing and Networking



- Increased opportunities to present at conferences, seminars, and workshops



Marketing and Networking

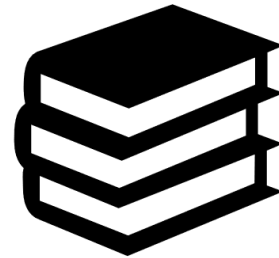


- Merit a higher rate of pay by clients and employers
- More expertise = more efficiency



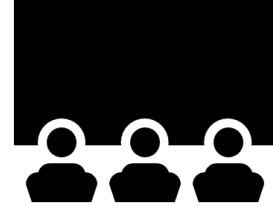
3

Increased research skills





Increased Research Skills



- ICAPGen study groups
- ICAPGen webinars
- Motivation



Increased Research Skills



- Proficiency & confidence to tackle any client project



Benefits of Accreditation

Increased
Trust of
Clients

Marketability
and
Networking

Increased
Research
Skills



Overview of the Accreditation Process



Overview of Accreditation

The testing process is designed
for real world client research.





**For more
information:**

See [ICAPGen.org](https://www.icapgen.org).>>
“Become Accredited”



ICAPGenSM
The International Commission for the Accreditation of Professional Genealogists

**Guide to Applying for an
Accredited Genealogist[®] Credential**

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Testing Regions

Choose from over
30 testing regions.

Continental Europe

Austria

Belgium

France

Germany — [Click here to see a regional map.](#)

- Eastern
- Northwest
- Southern

Italy

Luxembourg*

The Netherlands

Spain

Latin America

Mexico

Scandinavia

Denmark

Norway

Sweden

British Isles

England

Ireland

Scotland

Wales

United States — [Click here to see a regional map.](#)

African American**

Great Lakes — Illinois, Indiana, Michigan, Ohio, Wisconsin

Mid Atlantic Region – Delaware, Maryland, New Jersey, New York, Pennsylvania

New England Region – Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

North Central — Iowa, Minnesota, Nebraska, North Dakota, South Dakota

Northwest — Idaho, Montana, Oregon, Washington, Wyoming

South Central — Arkansas, Kansas, Louisiana, Missouri, Oklahoma, Texas

Southeast — Alabama, Georgia, Florida, Mississippi, South Carolina

Southwest — Arizona, Colorado, California, Nevada, New Mexico, Utah

Upper South — Kentucky, North Carolina, Tennessee, Virginia, West Virginia



Testing Regions U.S.





3 Levels of Testing

Level 1

- *Readiness Assessment
- *4 Generation Project

Level 2

- *Document Interpretation
- *General Questions

Level 3

- *4-hour Project
- *Oral Review



3 Levels of Testing



- Each level passed with at least 90%
- Each may be retaken if not passed
- Each level has a fee (\$100)



Test information



- Test anywhere in the world.
- Up to 3 years between each level.
- Renew every 5 years.



1

Level 1: Accreditation Readiness

- 1,000 hours experience
- 500 of those in the region of interest
- 80 hours in each administrative division



Level 1: Four Generation Project



- This is a client-type project.
- You choose the family.
- 4 connecting generations, each with 1 life event in the region of interest.



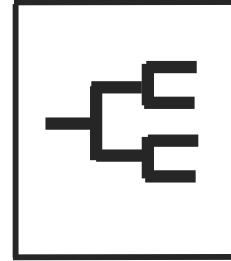
Level 1: Four Generation Project



- Others can read and edit your project.
- The average report is 25–40 pages.
- This can be on research you have already completed.



Level 1: Four Generation Project



- The project includes:
 - Report (written as if for a client)
 - Pedigree chart
 - Family group sheets
 - Key source documents
 - Research log



Level 1: Four Generation Project



- The report should include the following:
 - A clear strong objective
 - Evidence analysis
 - Source citations
 - Transcriptions or abstractions
 - Future recommendations



2

Level 2 tests:

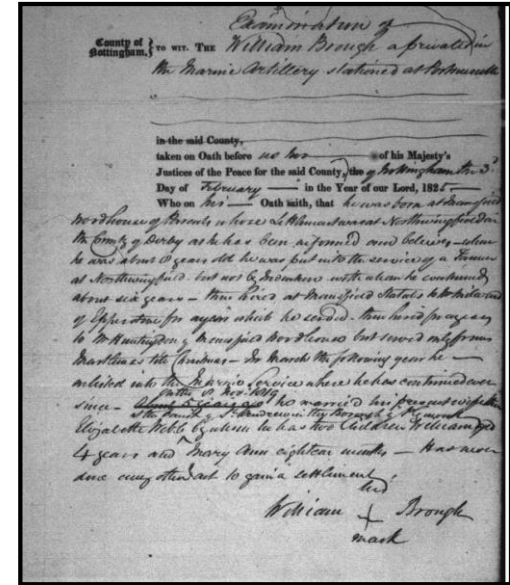
- 1) Document Interpretation
- 2) General Questions

Each test is open note and lasts two hours.



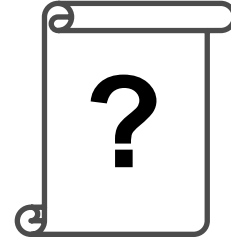
Level 2: Document Interpretation

- Types of questions:
 - Identify documents
 - Where would you find it?
 - What information could it contain?
 - Transcribe/abstract/translate
 - Create a research plan based on the document





Level 2: General Questions



- Topics for questions:
 - History or geography of the region
 - Important record types
 - Research methodology
 - Online & offline sources
 - Research planning questions



Level 2: Important Record Types

- Know their content, availability, and coverage
- These are major clues for your methodology

IMPORTANT RECORD TYPES FOR MID-ATLANTIC STATES RESEARCH		
This region covers the states of Delaware, Maryland, New Jersey, New York, and Pennsylvania.		
Must Know Very Well	Good Working Knowledge	Some Familiarity
Cemetery Records	Biographies	Adoption Records
Census Records <ul style="list-style-type: none">• Federal• State• Special (i.e. Military, Mortality, Agriculture, etc.)	City Directories	Bible Records
Church Records <ul style="list-style-type: none">• Baptism or Christening• Marriage• Death or Burial• Membership• Meeting	Court Records <ul style="list-style-type: none">• Civil• Criminal• Guardianship	Business/Commerce Records
Land and Property Records <ul style="list-style-type: none">• County• State	Emigration, Immigration, and Migration	Ethnic and Minority Records
Military Records	Histories <ul style="list-style-type: none">• Local (town or city)• County• Family• State	Funeral Home Records
Naturalization Records	Maps, Gazetteers and Historical Geography	Manuscript Collections
Probate Records <ul style="list-style-type: none">• Intestate (Administrator Bonds, Inventories, Settlement, etc.)• Testate (Executor Bonds, Wills, Codicils, Settlement, etc.)	Obituaries	Newspaper
Town Records	Tax Records	Periodicals
Vital Records <ul style="list-style-type: none">• Birth• Marriage• Death• Divorce		Voting Records

See: icapgen.org



Level 2: Methodology



- Methodology = best strategies
 - which records to search first
 - how to use them
- Make quick reference sheets of your methodologies



Level 2: Methodology

Sample methodology sheet

How to Find a Spouse/Maiden Name

Listed in order of most likely to be successful due to record content and ease of access.

TRY THESE RECORDS FIRST:

- **Vital Records**
 - **Their marriage license or certificate**
 - Check the county where 1) the couple was first listed in the census, 2) where their first child was born, or 3) where the individuals lived before marriage.
 - Check several census records after 1850 to determine her state of birth and check there.
 - Look for marriage banns and bonds in earlier time periods.
 - 2. **Her Death certificate and her spouse's** – especially for those deaths after the early 1900s.
 - 3. **Find the birth, marriage and death certificates/license for each of her children.**
 - These will often include the maiden name of the mother.
- **Census Records** - Find your female ancestor in each census record she was alive.
 - A young couple might be living with her parents, or relatives might live with the couple.
 - After 1850, find the husband in a census just before he was married. Search for women with the same first name and of the right age who lived in the same or nearby towns or counties.
 - Prior to 1850, look for possible surnames who lived nearby with a female who was age 15-29.
- **Published family trees** – use these trees only as a suggestion to confirm with further research.
- **Probate/Estate Records:** wills, inventories, guardianships, etc.
 - Daughters are often listed under their married name.
- **Cemetery Records**
 - Look at people buried nearby because family members were often near each other
- **Social Security Records**
 - SS-5 Form often includes genealogical information, including the names of the parents. After 1935.

NEXT SEARCH IN THESE RECORDS:

- **Obituaries** – Check for an obituary of the person, a spouse, or a child.
- **Land Records**
 - Especially check Grantee records - when the husband sold land, the wife often had to give consent to release her dower right (inheritance).
 - When a man died, often his real estate was divided among his children and the daughters were listed under their married name. Search for them in the grantor-grantee indexes.
 - Especially watch for a deed of land to your ancestor for a small amount of money.
- **Military Records**
 - Pension records typically provide the most genealogical information and can include the name of the wife or daughter.



Level 2: Example of Methodology

Important record types:
know content, availability,
and coverage

<u>Record Type & Methodology-MILITARY</u> Accuracies, limitations, Jurisdictions, etc.	<u>What/Who Can I Find</u>	<u>Where Can I Find the Records?</u> <u>What dates do they Cover?</u>
<p><u>Military: Pension Applications & Pension Payment Records:</u> Can contain: Narratives of military events, marriage certificates, birth records, death certificates, pages from family Bibles, family letters, depositions of witnesses, affidavits, discharge papers, other supporting papers. *Usually provides the most genealogical info. *<u>So</u> if your ancestor was born around the time of the war and up to 20 years after, then father might have a pension (From https://www.archives.gov/research/military and FS Wiki)</p>	<p>Spouse Children Military unit Age Birthdate & place Marriage date, Death date & place Physical description Residence</p>	
<p><u>Military: Bounty land warrant application files</u> Bounty land records often contain documents <u>similar</u> to those in pension files, with lots of genealogical information. *Many of the bounty land application files relating to Revolutionary War and War of 1812 service have been combined with the pension files.</p>	<p>Age Spouse, Marriage Death Date & Place Military Unit Residence Service History</p>	





How to prepare:

See *Creating a Research Reference Guide* on the



Channel.

Kentucky - 1792

Kentucky Gateway Pages

COLLECTION/Years Covered	REFERENCE
FS Wiki: Kentucky Online Genealogy	FS Wiki - KY Online records
FS KY: Indexed Historical Records	FS Kentucky Historical Records
FHL KY: Catalog	FHL Catalog for KY
FS Wiki KY: Record Selection Table	Kentucky Record Selection Table
ANC KY: Card Catalog for KY Historical Records	ANC: KY Historical Records
ANC: Resources includes Laws on records	ANC: Kentucky Resources-background
FMP: KY collections - BMD, wills, deeds, genealogies	http://www.findmypast.com/kentucky-records
GenWeb KY: County Gateway	http://www.kyzenweb.net/counties/index.html

Must Know - Vital Records - BIRTH

COLLECTION/Years Covered	CITATION	REFERENCE - URL
NGS: "Sumner's Law" 1831 BMD by county clerk, then verified by the assessor who created a new list. Lack of funds = Act repealed 1862. Some counties continued. Counties are missing some years. Not every BMD was recorded.		
FS: "Kentucky Births and Christenings, 1839-1960" Name index to birth, baptism & christening records from KY.	"Kentucky Births and Christenings, 1839-1960." Database FamilySearch. http://FamilySearch.org : 14 June 2016.	https://familysearch.org/search/collection/1674843

Must Know - CENSUS (Federal, State, Territorial, Special Schedules)

COLLECTION/Years Covered	CITATION	REFERENCE
State Census - [NGS - no state censuses for KY] but KY has excellent Tax lists. Those living in KY before 1792 were often in Virginia records		

Good Knowledge - Naturalization Records

COLLECTION/Years Covered	CITATION	REFERENCE
ANC: "Kentucky, Naturalization Records, 1906-1991"	Ancestry.com, Kentucky, Naturalization Records, 1906-1991 [database]. http://ancestry.com : June 2016.	http://search.ancestry.com/search/db.aspx?dbid=2501

Some Familiarity - Court Records (civil, criminal, jurisdiction)

COLLECTION/Years Covered	CITATION	REFERENCE
ANC: "Kentucky Court and Other Records, Vol. II" Contains Wills, Deeds, Orders, Church Minutes	Ancestry.com, Kentucky Court and Other Records, Vol. II [database on-line]. http://ancestry.com : 14 June 2016.	http://search.ancestry.com/search/db.aspx?dbid=48031



Level 2: Research Reference Guide

Example using Evernote

Texas Research Guide and Outline

Gulf South States Research Helps Add tag... www.blacksheepancestors.com 3/24/2018

Segoe UI 10 a B I U

Created by delder999@gmail.com, last edited by delder999@gmail.com and shared with 1 more

approval by the committee, and a person specified by order of the committee; only if the committee finds that the person made a significant contribution to Texas history and culture in the following fields: air and space, agriculture, art and design, business and labor, city building, education, industry, justice, military affairs, law enforcement, oil and gas, performing arts, philanthropy, ranching, religion, science and medicine, sports, and writing.

Census Records and Substitutes

[Texas Census on the FamilySearch WIKI](#): coverage tables for state, republic and colonial censuses

- **Colonial Period: Spanish and Mexican censuses 1790-1836**
 - University of Texas Institute of Texan Cultures at San Antonio, *Residents of Texas, 1782-1836* (San Antonio: University of Texas Institute of Texan Cultures, 1984). 3 volumes, [FHL 976.4 D2rtc](#)
 - Starting in 1790 they name the head of the household, place of origin, age, occupation, marital status, number of males and females, list of possessions (i.e. homes, animals, anything taxable).
 - In 1809 the census names the head of the household, women are identified in the Spanish fashion by their maiden name, and the names of children are listed as well.
 - The 1809 census of Nacogdoches gives the names of individuals in the house (wife's maiden name), including slaves; nativity; age; marital status; occupation; last residence, and the year they came to Nacogdoches; goods they possess and with what permission they have them. (Example: Anthony Parrott; North Carolina; 41; married; farmer; Bexar, 1799; a house on the banks of Ajish Bayou on land of his father-in-law Edmund Quirk, who had it by sale authorized by Lt. Dn Miguel Musquiz; has 37 cattle, 8 horses and 61 hogs.
 -) Not every census taker was as thorough.
 - Statistical reports run 1783-1794; 1800; 1819-1820. Census reports run 1790-1836.
 - Marion Day Mullins, *The First Census of Texas, 1829-1836, to Which Are Added Texas Citizenship Lists, 1821-1845, and Other Early Records of the Republic of Texas* (Washington, D.C.: National Genealogical Society, 1976). Abstracts of material listed above, not all material included.
 - [Texas, Compiled Census and Census Substitutes Index, 1820-1890](#) Ancestry collection includes: Tax List Indexes 1820-1829; Tax List Indexes 1830-1839; Tax List Indexes 1840-1849.
- **Republic of Texas 1836-1845 - no census taken, substitutes are:**
 - Gifford E. White, *1830 Citizens of Texas* (Austin, Texas: Eakin Press, 1999). 976.4X2wh. Compiles Austin's register of families and other records
 - Gifford E. White, *1840 Citizens of Texas, Volume 1, Land Grants* (Nacogdoches, Texas: Ericson Books, 1983). Uses tax and land records FHL 976.4 R2wg [Digitized book](#) available at FHL and Family History Centers
 - Gifford E. White, *The 1840 census of the Republic of Texas* (Austin, Texas: Pemberton Press, 1966). FHL 976.4 X2w
 - Marion Day Mullins, *Republic of Texas: Poll Lists for 1846* (Baltimore: Genealogical Publishing Co., 1974).



Where Do I Find the Information?

- FamilySearch Wiki
- Family History Library (FHL) Catalog
- Major databases: FindMyPast, FamilySearch, & Ancestry
- Cyndi's List
- Linkpendium
- Reference books, blogs, or articles



3

Level 3:

- 1) 4-hour research project
- 2) Oral review

Both are open note.





Level 3: 4-hour Research Project



- The project includes:
 - a report
 - pedigree chart
 - family group sheets
 - source documents
 - research log



Level 3: 4-hour Research Project



- Opportunity to prove expertise.
- Produce high quality research in a limited amount of time.
- Recreates a real research experience.



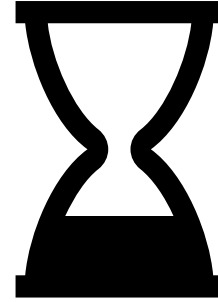
Level 3: Oral Review



The Final Step – The Oral Review



An Investment of Time



Reap multiple benefits



Start Now



Accreditation Readiness

Education

Research
Experience

Writing
Experience



1

Education

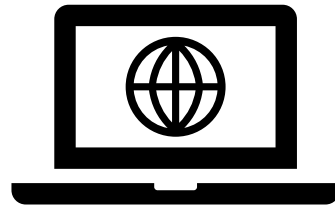




Education

ICAPGen.org

ICAPGen.org
“Preparation Resources”





Education

ICAPGen Videos

Watch ICAPGen videos



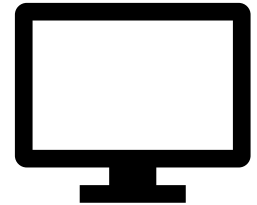


Education

Webinars

Watch other videos & webinars:

- Methodology
- History & Geography
- Record types
- Accreditation region





Education

Courses

Take genealogy courses





Education

Conferences

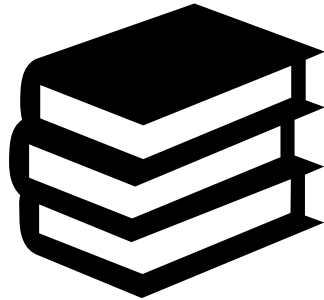
Attend conferences
& institutes





Education

Books



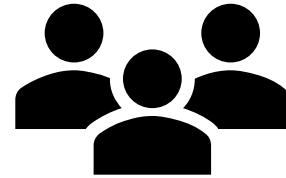
Read
genealogy
books



Education

Articles

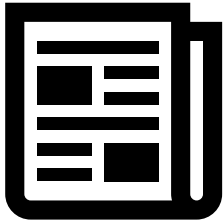
Study
professionally
written articles





Education

Articles



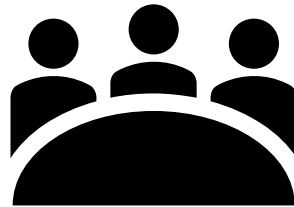
Informational
genealogical articles



Feedback

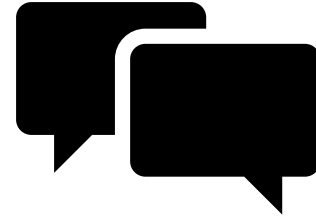
Study Groups

Join a study group





Social Media



Facebook—Blogs—Instagram

ICAPGen Accreditation Mentoring Group
on Facebook



2

Research Experience





**Research
Experience**

Record Types

Study the ICAPGen
“Regional Resources”
document





Research Experience

Record Types

- Know how to find each record type.
- Know the date ranges for each record type.
- Know the information found in each record type.
- Know why the record was created.



**Research
Experience**

Research Planning

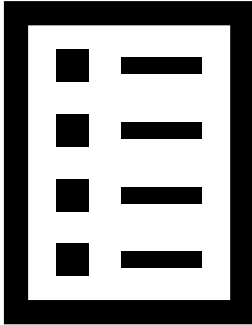
Plan each research project





Research Experience

Research Log



Keep a research log



Research Experience

FamilySearch Wiki

Study the FamilySearch Wiki
links to:

State – Province – Country





Research Experience

Obtaining Records

Access repository catalogs





Research Experience

Obtaining Records

Practice ordering records





Research Experience

Obtaining Records

Learn to order lookups





Research Experience

Obtaining Records

Practice
courthouse
research

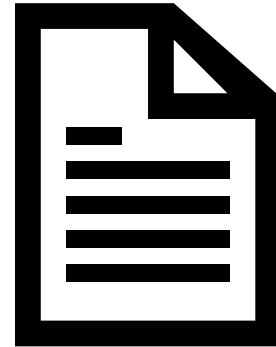




Research Experience

Old Documents

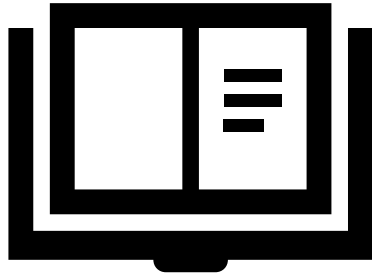
Practice reading,
transcribing and
abstracting





**Research
Experience**

Old Documents



Learn
terminology
and wording



3

Writing Experience



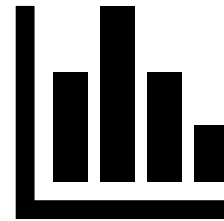


Writing Experience

Analysis & Correlation

Analyze and write about:

1. Sources
2. Information
3. Evidence





Writing Experience

Document Interpretation

Practice finding
important clues





Writing Experience

Citations

Practice writing citations

Amy Harris, "Documentation and Source Citation." *Becoming an Excellent Genealogist: Essays on Professional Research Skills*. Kory L. Meyerink, Tristan L. Tolman, Linda K. Gulbrandsen ed. (The International Commission for the Accreditation of Professional Genealogists, 2012), 175.



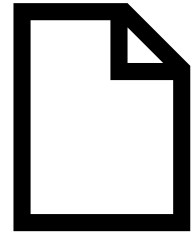
**Writing
Experience**

Proof Writing

Family history narrative

vs.

Research report

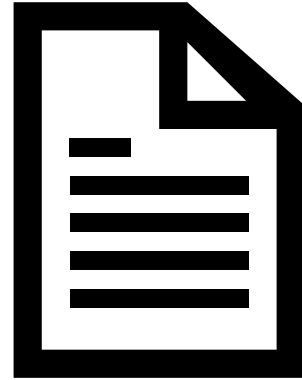




Writing Experience

Proof Writing

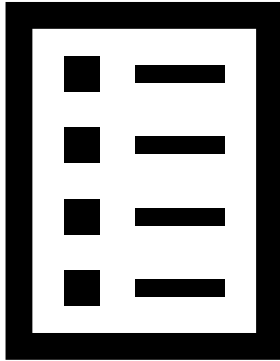
Practice writing
proofs





Writing Experience

Proof Writing



Organize proofs
before writing



Proofs for David Jones

When and where was David Jones born?

(No birth record found)

Census records

Age on marriage record

Grave marker

1940 Death record of son William (place)



Who were David Jones' parents?

Census Records

1885 Deed

1907 Probate



When, where and to whom did David Jones marry?

1863 Marriage register

Census records

1892 Deed

1907 Probate

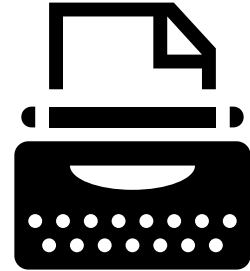
1940 Death record of son William (both parents)



Writing Experience

Research Reports

Practice writing
research reports





Conclusion

ICAPGen.org >
BecomeAccredited>
Accreditation
Readiness Assessment



ICAPGen[™]
The International Commission for the Accreditation of Professional Genealogists

Accreditation Readiness Assessment

The Accreditation Application Readiness Assessment helps you determine if you have the experience and skills to successfully apply to become an accredited genealogist. If the response to any item on the questionnaire is no, get more experience with that item before applying. This assessment is for your perusal only.

Please complete the official Readiness Assessment online as part of the Level 1 requirements.

Readiness Assessment		
Requirement	Yes	No
It is required that all applicants review and apply the guidelines with the "Guide to Applying for an Accredited Genealogist Credential". Have you read the guide?		
Have you read the Professional Ethics section of the Guide, and agree to adhere to these principles in your genealogical work?		
Have you selected a region to specialize in? Which region? _____		
An applicant must have a minimum of 1000 hours of combined genealogical research experience and genealogical education before submitting an application. Do you have 1000 hours or more of this kind of experience? (Someone with a CG or AG in another region may reduce this requirement by half of the number of hours.)		



Start now to reap
the many benefits
of Accreditation!



Feedback

Remember to give feedback!

1. Go to session PH6548 in the RootsTech Mobile App
2. Tap the “Clipboard” icon
3. Rate the presentation



Session

PH6548 Perspectives on Accreditation

Location 150
Date Friday, Mar 1 8:00 AM
Duration 1 hour

Why Accreditation? (Diana Elder AG®)
Discover the many benefits of becoming an Accredited Genealogist researcher.

Test Your Skills (Julie Stoddard AG®)
Learn what it takes to earn the AG credential through ICAPGen.

Start Now (Lisa Stokes AG®)
Explore ways to prepare for the accreditation process.

Speakers

Speaker
Diana Elder

Speaker
Julie Stoddard

Speaker
Lisa Stokes
Lisa Stokes Heritage Research

Conference Passes

RootsTech Track



Questions?

For more questions come to the
Un-con Speaker Tables today from
12:00 pm to 1:30 pm
(to the right of the Discovery Zone)

Visit the ICAPGen booth #1209