

## Scotland's People – The Ultimate Research Web Site - [www.scotlandspeople.gov.uk](http://www.scotlandspeople.gov.uk)

ScotlandsPeople holds largest online source of original genealogical information for Scotland; 80+ million records accessible; site is invaluable & affordable to anyone; free surname search is available.

### INTRODUCTION

#### Registering at the site

- No charge to register; Create Username & Password; Need to have e-mail address
- Return email will be received immediately to confirm registration - click on link there to confirm

#### Buying Credits

- Cost: 30 credits=£7.50; 40 credits=£10.00; no cheaper to purchase larger increments of credits
- Easily & safely purchased by credit card; credits valid 2 years then expire unless further credits purchased
- Using site at home is no different than using at any other FamilySearch Center

#### Cost of Various Available Records

- **Statutory registers** (births 100+ years), marriages (75+ years) & deaths (50+ years) = 6 credits = £1.50
- **Census returns, Church registers** = 6 credits = £1.50; **Valuation Rolls** = 2 credits = £0.50
- **Wills/Testaments** (+ Soldiers'/Airmen's Wills) = 10 credits = £2.50 for entire document
- **Coats of Arms** = 40 credits = £10.00; **Military Service Appeals Tribunal** records = 20 credits = £5.00
- **Prison registers** = 6 credits = £1.50; **Poor Relief & Migrations Records** = **FREE!!**
- When logged in: all paid Images stored on site & always accessible; use filters to personalize

#### HOME PAGE REVIEW - Tabs on toolbar:

- **Search our records** – for People, Places, Virtual Volumes, Image Library and Maps & Plans.
- **Guidance & Help** – about records & research; tech issues; FAQs; explore the site & records
- **Certificates and copies** – extracts; ordering online; copies
- **Our charges** – pay-per-view; buying credits; certificates; redeeming vouchers
- **News & features** – regularly published articles of interest

### AVAILABLE DATABASES

#### STATUTORY REGISTERS: (Civil Registration) from 1855 to present - £1.50/record (6 credits)

- Government recording of births (1855-1920); marriages (1855-1945); deaths (1855-1970)
- Replaced system of parish registration by Church of Scotland. MORE DETAILS in 1855 (first year)

##### ***Births:***

- Name & sex of child; Date & place of birth; Name & residence of informant
- Name of father & occupation; name & maiden name of mother
- Only in 1855: Parents' date/place of marriage is given

##### ***Marriages:***

- Names, ages, marital condition, occupations & residences
- Date, place & form of marriage
- Names & occupations of their fathers; whether deceased
- Names of their mothers, including maiden names; whether deceased
- Names of witnesses

##### ***Deaths:***

- Name, sex, age & occupation; Marital status & spouse's name; Date, place, & cause of death
- Parents' names including mother's maiden name; usually noted if deceased
- Name, description & residence of informant

### **Tips for using Statutory Registers**

- Watch for spelling variations – “Mac” or “Mc” can be dropped or added; widen years searched for a record
- For Transcriptions: Check **www.familysearch.org** > Search > Records > Browse All Collections > UK & Ireland > Scotland–Births, Baptisms, Marriages, Deaths & Burials; ALWAYS obtain actual record

### **CHURCH REGISTERS: 1553 to present - £1.50/record (6 credits)**

- Includes: Church of Scotland (OPR's), Catholic Church, Other Churches
- Contain entries for births/baptisms, banns/marriages, deaths/burials & other events.
- Amount of information recorded can be varied and many entries contain few details.
- Registers are a valuable tool for finding information about ancestors prior to 1855 (pre-civil registration).

### **Tips for using Church Registers**

- Ancestor may be member of Established Church of Scotland but not register; records lost/registered later.
- Non-Conformists registers: many not indexed but coming online - FindMyPast/Scottish Record Office
- Poor Law Records: few available at **www.familysearch.org** > Catalog > Place-names Search > Scotland > County or Parish Name > “Poorhouses, Poor Law” etc.
- Also records of the RC Bishopric of the British Forces - all sacramental events for British service men/women in armed forces worldwide; also records of main Catholic Edinburgh & Glasgow cemeteries.

### **CENSUS RETURNS: 1841 to 1911 - £1.50/record (6 credits)**

- Transcripts & some images available at: **FamilySearch, FindMyPast & Ancestry**
- One of best ways to locate ancestors at a given place & time; a snapshot of a community
- Supposed to have names of whoever stayed in the home on night of census; widows/married women may use maiden name; no children listed who were born or died between censuses.
- Records released 100 years after census taken.
- **1841** – Names given but no relationships; ages rounded down to nearest ‘5’ from age 15 & up; occupations given; asked ‘Y’ or ‘N’ if born in county of residence.
- **1851 to 1901** – Includes relationships to head of household, marital status & names birth parish & county
- **1911** – Adds number of years married, how many children born to wife, number of deceased/living children
- **1939 Register** – census substitute; used during war time for military, ration books etc.; great information

### **Tips for Using Census Records**

- Build families noting ages & places. Females may be listed under maiden name if widowed.
- Search all census years for family; married members in later censuses.
- Note if there are gaps in children’s ages – are children missing or living away from home?
- Review neighbors for possible family connections; People may not have known exact age or birth date.

### **VALUATION ROLLS: 1855, 65, 75, 85, 95 & 1905, 15, 20, 25, 30, 35, 40 - £ .50/record (2 credits)**

- Lands Valuation Act, 1854 – established a uniform valuation of landed property throughout Scotland.
- Rolls compiled annual listings of every house/piece of ground + names & designations of proprietor, tenant & occupier and the annual rateable value; Used to levy local rates for poor, education & health care.
- Occupations of occupiers are frequently but not always included.

### **LEGAL RECORDS:**

#### **Wills & Testaments - 1513 to 1925 - £2.50/record (10 credits)**

- Will: A person wishing to settle his/her affairs before death drew up a will to settle their affairs; set out instructions for the disposal of possessions & named an executor to administer the estate.
- Testament: (Administration – “Admon”) Document created when person died without will; enabled court to appoint administrator responsible for handling deceased’s affairs. Includes inventory & value of property

### **Soldiers & Airmen's Wills – 1857 to 1965 - £2.50/record (10 credits)**

- Record last wishes of 26,000 Scottish soldiers; earlier wills have less information.
- Most were killed in action, died of wounds or went missing.
- Included are a few men who joined the Royal Flying Corps & the Royal Air Force
- Wills are from WWI, WWII, South African War, Korean War and other conflicts
- Usually found in pay books retrieved from the battlefield; written in soldier's handwriting.
- Most of the wills are for rank & file soldiers, although some promoted from the ranks are included.
- Information given: Name of battalion, regiment, rank & service number; beneficiary of will, date will was written; death date of soldier.

### **Coats of Arms – 1672 to 1921 - £10.00/record (40 credits)**

- The Public Register of All Arms and Bearings in Scotland contains all recordings of Coats of Arms in Scotland from 1672 to present day.
- Register is maintained by the Court of the Lord Lyon, office responsible for heraldic matters in Scotland.
- The website provides access to digital images from 1672 until 1917.
- The entries from 1672-1804 are very brief; later entries contain more genealogical information.

### **Military Service Appeals Tribunal (SAT) – Autumn 1915 (Beg of Conscription) - £1.50/record (6 credits)**

- Appeal cases against compulsory call-up for military service - hardship, ill-health or conscientious objection
- Exemptions granted by tribunals could be permanent, conditional or temporary; many records destroyed

### **POOR RELIEF & MIGRATION RECORDS: 1852 to 1857 – FREE!!**

- Emigration Society organized to relieve Highland destitution; assisted passage to Australia for 5,000

### **PRISON REGISTERS: to 1921 - £1.50/record (6 credits)**

- Registers of people admitted to Scottish prisons up to 1921; currently only Perth Prison available

### **KIRK SESSIONS: Virtual Volumes – FREE!!**

- NOT INDEXED: Search for a Volume, Record Creator, Place or Scottish Cabinet Record Collection

## **MANAGING THE IMAGES**

**SAVE** - to computer hard drive or USB Key

**ZOOM IN** – enlarge image to greater detail

**FIT HEIGHT** – view entire image top-to-bottom

**ROTATE (RIGHT)** – turn 90 degrees to the right

**CROP** – trim the image

**CONTRAST** – adjust light & darkness of image

**FULL SCREEN** – complete image on screen

**PRINT** - records to paper

**ZOOM OUT** – decrease magnification

**FIT WIDTH** – view entire image side-to-side

**ROTATE (LEFT)** – turn 90 degrees to the left

**INVERT** – reverse image to negative view

**BRIGHTNESS** – adjust brightness on a sliding scale

**\*\* REMEMBER** – Can also archive all previously paid images on the web site.

## **TIPS FOR FINDING SCOTTISH ANCESTORS**

- Understand where family lived – Maps & Gazetteers (populace & topography) - [www.visionofbritain.org](http://www.visionofbritain.org); Lewis' Topographical Dictionary of Scotland (Google); [wiki.familysearch.org](http://wiki.familysearch.org) - "Scotland"
- Use a glossary to interpret Scottish words: QROF=whereof; QUHAR=where; QUHOU=how
- Understand historical timelines
- Research all family members to help make discoveries
- Understand traditional naming patterns
  - Sons: 1st - paternal grandfather; 2nd - maternal grandfather; 3rd – father
  - Daughters: 1st - maternal grandmother; 2nd - paternal grandmother; 3rd – mother

- Try different spelling variations for names.
- Some interchangeable given names in Scotland:

Alexander: Alistair or Alisdair  
 Catherine: Kate  
 Christine: Christian  
 Daniel: Donald  
 Elaine: Helen or Ellen  
 Elizabeth: Elsbeth or Elsbit  
 Jane: Jean, Jessie, Jean, Janet

Janet: Jennet  
 John: Ian  
 Margaret: Margery or Maisie  
 Nancy: Ann  
 Patrick: Peter  
 Robert: Robin

## STRATEGIES:

- <http://archive.scotsman.com> – Newspaper digital archive 1817-1950
- [www.nls.uk](http://www.nls.uk) – National Library of Scotland – maps & how-to resources
- [www.nas.gov.uk](http://www.nas.gov.uk) – National Archives of Scotland; [www.scan.org.uk](http://www.scan.org.uk) – Scottish Archive Network
- [www.ancestry.co.uk](http://www.ancestry.co.uk); [www.findmypast.co.uk](http://www.findmypast.co.uk); [www.freereg.org.uk](http://www.freereg.org.uk); [www.oldscothtish.com](http://www.oldscothtish.com); [www.scottishindexes.com](http://www.scottishindexes.com)
- [Safhs.org.uk/populationlists.php](http://Safhs.org.uk/populationlists.php) – Scotland Census Substitutes – has a list of various fragments
- Search for one generation at a time; search for the entire family; search a broader time period.
- Consider ancestor's whole life; search each source thoroughly; watch for spelling variations.
- Take time to assess others research that has been done to keep up to date.
- Keep a research log to track what you've done & where you've been, even if nothing is found.
- When records are found, cite the source including repository name, title, author & page no.
- Evaluate findings: Did the person that provided the information witness the event?  
 Was the information recorded at or near the time of the event?  
 Is the information consistent and logical?  
 Does it suggest a place to go next? It's a good idea to make notes at the end of each research session - what research has been done and what still needs to be done.
- **REMEMBER:** Indexes point to original records – **ALWAYS** obtain copy of original.
- Keep current on new websites that are indexing or transcribing records for counties.
- Sign-up for free e-newsletters: <http://blog.eogn.com> (Dick Eastman).
- Consider joining local Family History Societies or getting on mailing lists.
- **MORE HELP:** [www.familysearch.org](http://www.familysearch.org) > Search > Wiki > 'Family History Library Classes & Webinars' > Europe