

Adding Your First Category



Categories, shown by the red arrow on the profile page above, enable you to connect with other genealogists whose family histories intersect yours while at the same time helping you organize your own family history. This is a valuable resource for both you and our Wikitree community. Any WikiTree profile or page can be categorized and the category names can be as varied as all of the human experience. In this tutorial we are going to show you, in simple steps, how to start using regional categories to enhance your profiles and pages.

Starting with Regional Categories

Localities are important to categorize because an unrelated person might have lived near your ancestor and their profile manager might have documents, photos or other information to share with you. It also helps you organize your own tree. By adding a city or town to your profiles you can see who in your tree lived in that locality not only at the same time but also across generations.

You can see the Regional category tree [HERE](#). (You might want to bookmark this page.) Take your time and browse the categories and subcategories going down the regional category tree to reach localities that are familiar to you.

To Add a Category to Any Profile

To add a category to any profile must click on the the edit tab on the profile page:



Then scroll down to Biography text box. We put categories at the top of this box.

You would start by placing your ancestor in a region category that was important in their personal history. This could be a place they were born, died, lived or worked. **It is always best to use the narrowest category possible.** So for example, you would always try to use a city or town rather than put them in a category called "United States" or "Pennsylvania".

For example if your ancestor had resided in Smithfield Township, Pennsylvania you would put the following in the top of their biography text box on their profile page:

[[Category:Smithfield Township, Pennsylvania]]

See the illustration below:



As you see we always use a set of double brackets with the word “Category” followed by a colon with the name of the category immediately following that colon. As shown above, category names for cities always should also include the name of the state or province. You should spell out all parts of the locality such as “Mount” instead of “Mt.”

You are not limited to adding one category to a profile. If several localities were important in our ancestors profile we can add each new category on a separate line in the text box. See multiple categories illustrated below:



Please don't forget to hit the SAVE CHANGES button at the bottom of the page. Once you have saved the changes you've made return to the Profile View Tab and let's look at the categories as others see them.

Red and Green linked Categories

In the illustration below on the Profile Public View tab we see that one of our category links is red and the other is green.



If the category link is **green** your category is active because the category has been previously saved either by

you or another genealogist. If the link to the category is **red** then the category has not yet been saved and you need to save it to have it appear in the WikiTree regional category list.

To do this you click on the **red** link. You will be taken to a page like the top of the one shown below that warns you that you are on a preview page. At this point if you choose you can write a short description in the text box. In the illustration below we have added the information the city called Experiment Mills, Pennsylvania later became Minisink Hills, Pennsylvania:

Experiment Mills, Pennsylvania Cat

+1 0

-1 0

[Show only the profiles on your Watchlist.](#)

You've followed a link to a page or category that doesn't exist yet. To start it, enter something in the text box below.

Do not click any other "edit" link. Use the box below.

If you're here by mistake, just click your browser's **back** button.

 **Preview**

This is only a preview; changes have not yet been saved!

Articles in category "Experiment Mills, Pennsylvania"

There is one article on this category page.

H

- [Heller, Melchior](#) Born 1820's. Died 1880's.

B Ab A -

Experiment Mills became Minisink Hills, Pennsylvania

The next step: Adding your newly added city to our regional tree

We want to link our category to our regional tree. We do that by making our new category a subcategory of a county or province. To accomplish this we put the name of the county or province category in brackets as we have already learned to do. You can see this illustrated below as we made Experiment Mills a subcategory of Monroe County, Pennsylvania:



As with cities we always include the name of the state or the province in the category title. **Thus you can make any category a subcategory of another category by putting the category you want it to reference in double brackets in the textbox as we have done above.**

If you are unsure of the county you can check [Wikipedia](#) or ask in our [G2G forum](#).

IMPORTANT: Don't forget to save your changes before you leave this page.

Congratulations!

This only seems complicated the first time you do it. It is like learning to ride a bike. Do it a few times and it becomes easy!

You have learned how to make categories and subcategories and how to add your newly created city category to the Regional Tree. You are ready to move forward and read how to make different categories of interest and how they can help you with organizing your research and to add to our cooperative experience on WikiTree. **But before you discover more about categories and their uses wouldn't you like to go back and categorize with localities some of your ancestors?** Doing this will make you more comfortable with adding categories and you might at some future time discover that another person on WikiTree has valuable information to share with you.

Do you have any questions? You can ask them on [G2G forum](#).

[Gail Cox](#)