

Legacy Family Tree 101

Presented by Cathy Amen

November 2020

Legacy Family Tree, Version 9.0; Website: <https://legacyfamilytree.com>
Standard Edition is free; Deluxe edition is \$34.95, includes PDF User's Guide

Views in Legacy Family View

Legacy Home **Family** Pedigree Descendant Chronology Index

Parents

George Oliver Stevens (1835-1898)+
Rebecca Roberts Tebbetts (Abt 1837-1910)+

Great-grandfather

Husband

Alpha Tyler Stevens

Born 4 Aug 1860, Baltimore, Maryland
Chr 30 Mar 1944, St. Louis, Missouri
Died 1 Apr 1944, St. Louis, Missouri
Bur Coronary Thrombosis/Hypertension
DthCau

Wife

Anna Alice Schureman

Born 11 Sep 1867, St. Louis, Missouri
Chr 12 Jan 1961, Berkeley, St. Louis, Missouri
Died 14 Jan 1961, St. Louis, Missouri
Bur Arteriosclerotic Heart Disease/Senile Paranoia
DthCau

Marriage 10 May 1888 - St. Louis, Missouri, USA

Children

1. Paul Schureman Stevens (1889-1959)
2. *Rebecca Ann Stevens (1891-1987)
3. Mabel Stevens (1895-1988)
4. George O. Stevens (1898-1899)
5. John Hamilton Stevens (1902-1965)

Click to Add a Child

1 James Garvin 2 James Patrick Reilly 3 Carl Leonard Todd 5:15 H:43 M:16 W:42

Pedigree View

Legacy Home Family **Pedigree** Descendant Chronology Index

5

Alpha Tyler Stevens (1860-1944) Great-grandfather

George Oliver Stevens (1835-1898)

Sarah Bancroft (1807-1881)

Alpha Stevens (1797-1878)

Gardner Stevens (1758-1838)

Joseph Stevens (1721-1810)

Dorothy Sawyer (1725-)

Abigail "Naby" Bridgeman (Abt 1762-1842)

John Bridgeman (1734-1805)

Ruth Evans (1739-1797)

Click to Add Father

Click to Add Mother

Benjamin Tebbetts (1775-1849)

Elijah Tibbetts (1740-1832)

Hannah Furbush

Elizabeth Walker (1774-1843)

Richard Walker

Sarah Wentworth

Thomas Roberts (1760-1810)

Click to Add Father

Click to Add Mother

Elizabeth Garvin (1772-1831)

James Garvin (Cir 1720-1795)

Sarah Hobbs (1727-1795)

1 James Garvin 2 James Patrick Reilly 3 Carl Leonard Todd 5:15 H:43 M:16 W:42

Descendant View

Legacy - [C:\Users\Cathy\Dropbox\Legacy Family Tree\Data\Todd Gilliam Family.fdb]

File Edit Add View Reports Tools Search Internet My Toolbar Options Help

Legacy Home Family Pedigree **Descendant** Chronology Index

Descendants of Alpha Tyler Stevens

Descendants	Sex	Birth Date	Death Date
1-Alpha Tyler Stevens	M	4 Aug 1860	30 Mar 1944
+Anna Alice Schureman	F	11 Sep 1867	12 Jan 1961
2-Paul Schureman Stevens	M	28 Oct 1889	26 Oct 1959
+Nannie Cass	F	10 Jun 1888	30 May 1986
3-June Irene Stevens	F	12 Apr 1917	30 Sep 2015
+Charles Davis Magdsick	M	1920	2006
4-Stevens F. Magdsick	M		
+Rhonda	F		
5-Meredith Magdsick	F		
5-Jason Magdsick	M		
4-Anne Magdsick	F		
+Mark Miller	M		Bef 2015
5-Carson Miller	M		
5-Scott Miller	M		
3-Bradley Shipp Stevens	M	15 Feb 1924	20 May 1992
+Helen Baker	F		
4-Douglas Stevens	M		
4-John Stevens	M		
4-Terry Stevens	F		
+Pendergast	M		
5-John Pendergast	M		
4-Nan Stevens	F		
+LoBue	M		
5-Ernest LoBue	M		
4-Katharine Stevens	F		
+Iuli	M		
4-Virginia Stevens	F		
2-Rebecca Ann Stevens	F	9 Feb 1891	15 Aug 1987

1 James Garvin 2 James Patrick Reilly 3 Carl Leonard Todd 5:18 H:43 M:16 W:42

Edit Print Options Up To Father Up To Mother Up To Spouse Make Top Person

Chronology View (Only in Deluxe Edition)

Legacy - [C:\Users\Cathy\Dropbox\Legacy Family Tree\Data\Todd Gilliam Family.fdb]

File Edit Add View Reports Tools Search Internet My Toolbar Options Help

Legacy Home Family Pedigree Descendant **Chronology** Index

Name: Alpha Tyler Stevens

Parents: George Oliver Stevens (1835-1898) and Rebecca Roberts Tabbetts (Abt 1837-1910)

Age: 83 Life Range: 4 Aug 1860 - 30 Mar 1944

Age	Date	Event	Description
0	1860 Aug 4	Birth	Maryland, Baltimore.
7	1867 Sep 11	Birth of Spouse	United States, Maryland, Baltimore, Baltimore Ward 12. Age: 35 (George Oliver Stevens).
10	1870	Residence-Occupant	USA, Maryland, Baltimore City (Independent City). Maryland National Cadets of the Baltimore City College.
17	1878 Jun	Military	USA, Maryland, Baltimore, Huntingtown. Age: 20(Marital Status: Single; Relation to Head of House: Son.
20	1880	Residence	USA, Maryland, Baltimore, Huntingtown. Age: 40(Marital Status: Married; Relation to Head of House: Self (George Oliver Stevens).
21	1881	Employment	USA, Missouri, St. Louis. bookkeeper at Deere, Mansur & Company.
24	1884	Civic	USA, Missouri, St. Louis. A member of the original syndicate who laid out the suburb, Clifton Heights.
27	1887	Employment	USA, Maryland, Baltimore City (Independent City). bookkeeper in father's office.
27	1888 May 10	Marriage	USA, Missouri, St. Louis. Union M. E. Church. Anna were a cofire in the style of Louis XIV. Reception was given at the home of the bride's parents.
27	1888 May 16	News article	USA, Missouri, St. Louis. Anna Alice Schureman (1867-1961) in St. Louis, Missouri, USA.
27	1888 May 17	News article	Missouri, St. Louis. Wedding.
29	1889 Oct 28	Birth of Son (#1)	Missouri, St. Louis City. wedding.
30	1890 Nov 1	Employment	USA, Missouri, St. Louis. Paul Schureman Stevens (1889-1959) son of Alpha Tyler Stevens and Anna Alice Schureman. Born in St. Louis, Missouri, USA. Died on 26 Oct 1959 in Houston, Harris, Texas.
30	1891 Feb 3	Birth of Daughter (#2)	USA, Missouri, St. Louis. organized the Stevens-Schureman Manufacturing Company with C. H. Schureman and William C. Abbott.
34	1894 Sep 11	News article	USA, Missouri, St. Louis. Rebecca Ann Stevens (1891-1987) daughter of Alpha Tyler Stevens and Anna Alice Schureman. Born in St. Louis, Missouri, USA. Died on 15 Aug 1987 in Chesterfield, St. Louis, Missouri, USA.
34	1895 Apr 24	Birth of Daughter (#3)	USA, Missouri, St. Louis. Was listed in "Old and New St. Louis book".
37	1897	Religion-Member	Missouri, St. Louis. Frederick H Bacon sues C. H. Schureman, F. M. Schureman and Alpha T. Stevens on two promissory notes, for \$1000 each, made to Imogen B. Schureman's order and by her indorsed to plaintiff.
37	1898 May 9	Death of Father	USA, Missouri, St. Louis. Donated organ to Grace Methodist Church (Lewis Bates Tabbetts).
37	1898 Jun 5	Birth of Son (#4)	Maryland, Baltimore. George Oliver Stevens (1835-1898).
38	1899 Jul 16	Death of Son (#4)	Missouri, St. Louis. George O. Stevens (1898-1899) son of Alpha Tyler Stevens and Anna Alice Schureman. Born in St. Louis, Missouri. Died on 16 Jul 1899 in St. Louis, Missouri.
40	1900	Residence	Missouri, St. Louis. George O. Stevens (1898-1899).
39	1900 Jan 3	News article	USA, Missouri, St. Louis (Independent City), St. Louis Ward 24. Age: 39(Marital Status: Married; Relation to Head of House: Head.
42	1902 Sep 24	Birth of Son (#5)	Missouri, St. Louis. Covenant Sustained - Case again Annes Realty Company.
46	1908 Dec 19	News article	USA, Missouri, St. Louis. John Hamilton Stevens (1902-1965) son of Alpha Tyler Stevens and Anna Alice Schureman. Born in St. Louis, Missouri, USA. Died on 18 Sep 1965 in St. Louis, Missouri, USA.
50	1910 Oct 4	Civic	Missouri, St. Louis City. Oratorio by Chorus.
50	1910	Residence	Missouri, St. Louis. President of the Implement, Vehicle and Hardware Association of St. Louis.
60	1920	Residence	USA, Missouri, St. Louis (Independent City), St. Louis Ward 24. Age: 49(Marital Status: Married; Relation to Head of House: Head.
70	1930	Residence	Maryland, Baltimore. Rebecca Roberts Tabbetts (Abt 1837-1910).
75	1935	Residence	Missouri, St. Louis, Central. Age: 69(Marital Status: Married; Relation to Head of House: Head.
79	1940 Apr 1	Residence	USA, Missouri, St. Louis, Normandy. Age: 79(Marital Status: Married; Relation to Head of House: Head.
83	1943	Residence	USA, Missouri, St. Louis. 3579 Borwell.
83	1943	Residence	USA, Missouri, St. Louis.
83	1944 Mar 30	Death	Missouri, St. Louis. Address: Lutheran Hospital, St. Louis, Missouri.
83	1944 Mar 31	Obituary	Missouri, St. Louis County. St. Louis Post Dispatch.
83	1944 Apr 1	Burial	Missouri, St. Louis. Address: Bellefontaine Cemetery, St. Louis, Missouri.
83	1944 Apr 1	Funeral	USA, Missouri, St. Louis. Grace Methodist Church.

Report Style Options

1 James Garvin 2 James Patrick Reilly 3 Carl Leonard Todd 5:18 H:43 M:16 W:42

Index View

Legacy - [C:\Users\Cathy\Dropbox\Legacy Family Tree\Data\Todd Gilliam Family.fdb]						
Legacy Home Family Pedigree Descendant Chronology Index						
RIN		Given		Surname		Options
RIN/Full Name	Sex	Birth Date	Birth Place	Death Date	Death Place	
43 Stevens, Alpha Tyler	M	4 Aug 1860	Baltimore, Maryland	30 Mar 194	St. Louis, Missouri	
1270 Stevens, Ann	F	20 Mar 1664				
1280 Stevens, Ann	F	21 Apr 1716		17 Mar 172		
1819 Stevens, Anthony	M	1569	Eastington, Gloucesters	1623	Eastington, Gloucesters	
1572 Stevens, Azubah	M					
1581 Stevens, Azubah	M					
80 Stevens, Bertha	F	5 Jul 1879	Baltimore, Maryland	5 Jan 1959	Sewickley, Allegheny, Pen	
1413 Stevens, Bradley Shipp	M	15 Feb 1924	South Milwaukee, Wiscon	20 May 19	South Glastonbury, Hartfo	
285 Stevens, Bridgeman	M	17 Feb 1793	Petersham, Worcester, M	17 Oct 186	Petersham, Worcester, M	
2706 Stevens, Catherine Dougherty	F	18 Jun 1927		12 Sep 19	St. Louis, Missouri	
307 Stevens, Charles Baker	M	21 Jul 1785	Petersham, Massachuset			
618 Stevens, Cyprian	M					
1274 Stevens, Cyprian	F					
626 Stevens, Cyprian	M	13 Nov 1647	London, England	1722	Lancaster, , Massachus	
1272 Stevens, Cyprian	M	19 Apr 1670				
629 Stevens, Cyprian	M	22 Nov 1672				
300 Stevens, Cyprian	M	6 Apr 1769	Petersham, Massachuset			
1251 Stevens, Daniel Gardner Jr.	M					
52 Stevens, Daniel Gardner	M	1836	Dover, Strafford, New Ha	22 Feb 191	Baltimore, Maryland	
301 Stevens, Demaris	F	9 Jan 1755	Petersham, Massachuset			
302 Stevens, Dolly	F	19 Nov 1770	Petersham, Massachuset			
1574 Stevens, Dorothy	F					
1583 Stevens, Dorothy	F					
631 Stevens, Dorothy	F	After 1677		Bef 1681		
624 Stevens, Dorothy	F	13 Apr 1719		Bef 1721		
2693 Stevens, Douglas	M					
1259 Stevens, Earl Henry	M	15 May 1895	Baltimore, Maryland	4 Jul 1966	Baltimore, Maryland	

Legacy Home View (only in Deluxe Edition)

Legacy - [C:\Users\Cathy\Dropbox\Legacy Family Tree\Data\Todd Gilliam Family.fdb]

File Edit Add View Reports Tools Search Internet My Toolbar Options Help

Help Index Properties

Order Form Support Ticket Feature Home Page

Tech Support Request Legacy Download Update

Beginners QuickTip Videos

About Legacy About Exit

Legacy Home | Family | Pedigree | Descendant | Chronology | **Index**

0 Blocked

Options

Legacy News

Free Legacy Family Tree update now available

We have an important new update for our Legacy Family Tree 9 users (free) to download.

New TechZone Video - Searching and Deleting Your Internet Browser History by Cheri Hudson Passey

Learn how and why to search and delete your internet history on the Chrome, Firefox and Safari browsers.

Judith Eccles Wight - Rest In Peace

We are saddened to learn of the passing of a fellow genealogist, webinar presenter, and friend.

Introduction to VPNs - free webinar by Thomas MacEntee now online for limited time

We'll discuss which VPN is right for you and your research as well as offer tips and tricks for getting the most out of VPNs.

Finding New Cousins and Building your Family Tree with DNA - free webinar by Anne Young now online

Using the MyHeritage DNA analysis tools to connect with cousins and build your family tree.

From the blog: How Do You Unravel a Genealogical Mystery?

Have you ever had this happen? You find a letter, a document, something of genealogical value. But you know very little about it. Now what?

New TechZone Video - How to Recalculate centiMorgan Totals at FamilyTreeDNA by Paul Woodbury

Learn how to automatically recalculate Family Tree DNA centiMorgan totals so that the results can be compared to your DNA tests on other sites.

From the blog: What Were Your Family's Firsts?

Submit News

Statistics

Individuals: 2877

Families: 947

Sources: 569

Updates

Installed Version: 9.0.0.368

You have the latest build

Revision History

Support

Legacy Help File

Purchase Legacy's User Manual

Watch Training Videos

Watch Webinars

Tips from the Experts

Customer Support

Online Troubleshooting Help

Submit Support Ticket

Make a Suggestion

Legacy Home Page

To-Do Items

There are no To-Do Items due during the next 14 days

Birthdays, Death Dates and Anniversaries

There are no Birthday, Death or Anniversary reminders during the next 14 days

1 James Garvin

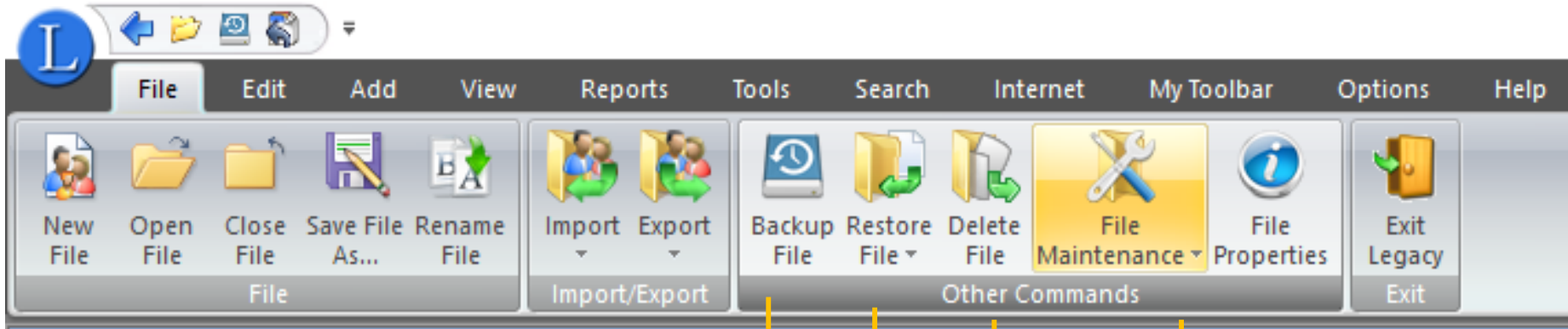
2 James Patrick Reilly

3 Carl Leonard Todd

5:21 H:43 M:16 W:42

Copyright © 2020 Cathy Amen. All rights reserved.

LEGACY RIBBON BAR



FILE TAB

- GEDCOM file
- PAF 2.31 or Ancestral Quest 2 File
- PAF 3,4,5 or Ancestral Quest 3 File
- The Master Genealogist File
- Use Import Wizard to help with any import

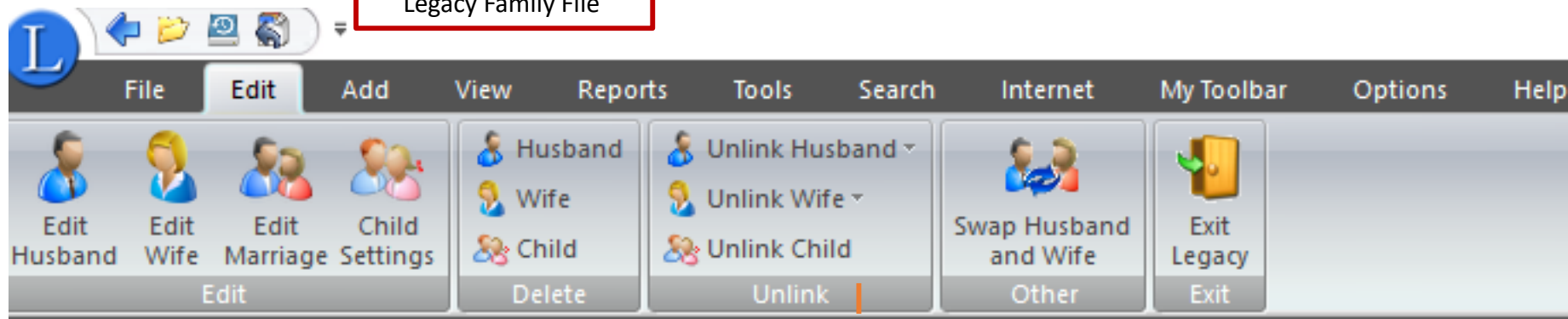
- GEDCOM File
- Export to a new Legacy Family File

Make a backup copy of current family file

- Delete current family file

- Restore from Local Backup
- Restore from Legacy Cloud

- Check Repair
- List Cleanup
- Compact Family File
- Set Starting Order

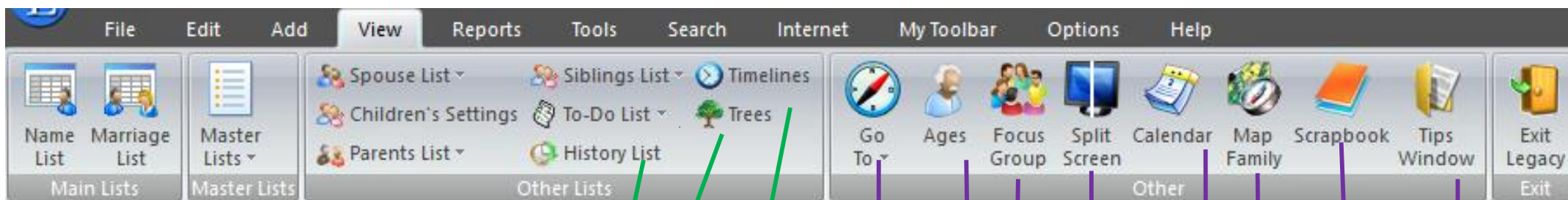


EDIT TAB

Change the position of the husband and wife



ADD TAB



VIEW TAB

Display a list of everyone in the family file

Display a list of all the marriages in the family file

- Address Lists
- Child-Parent Relationship
- Child Status
- Event Definition
- Hashtags
- Location
- Marriage Status
- Media Folder List
- Source
- Source Type
- Surname
- To-Do Category
- To-Do Locality

Displays a list of the last 200 individuals you have viewed

Generate a list of all the separate unconnected groups in your family file

Create a Timeline Chart of your ancestor

- Individual
- Marriage
- Relationship starting person
- Preferred startup family

Display a list of ages at vital events

Add or edit a Focus Group

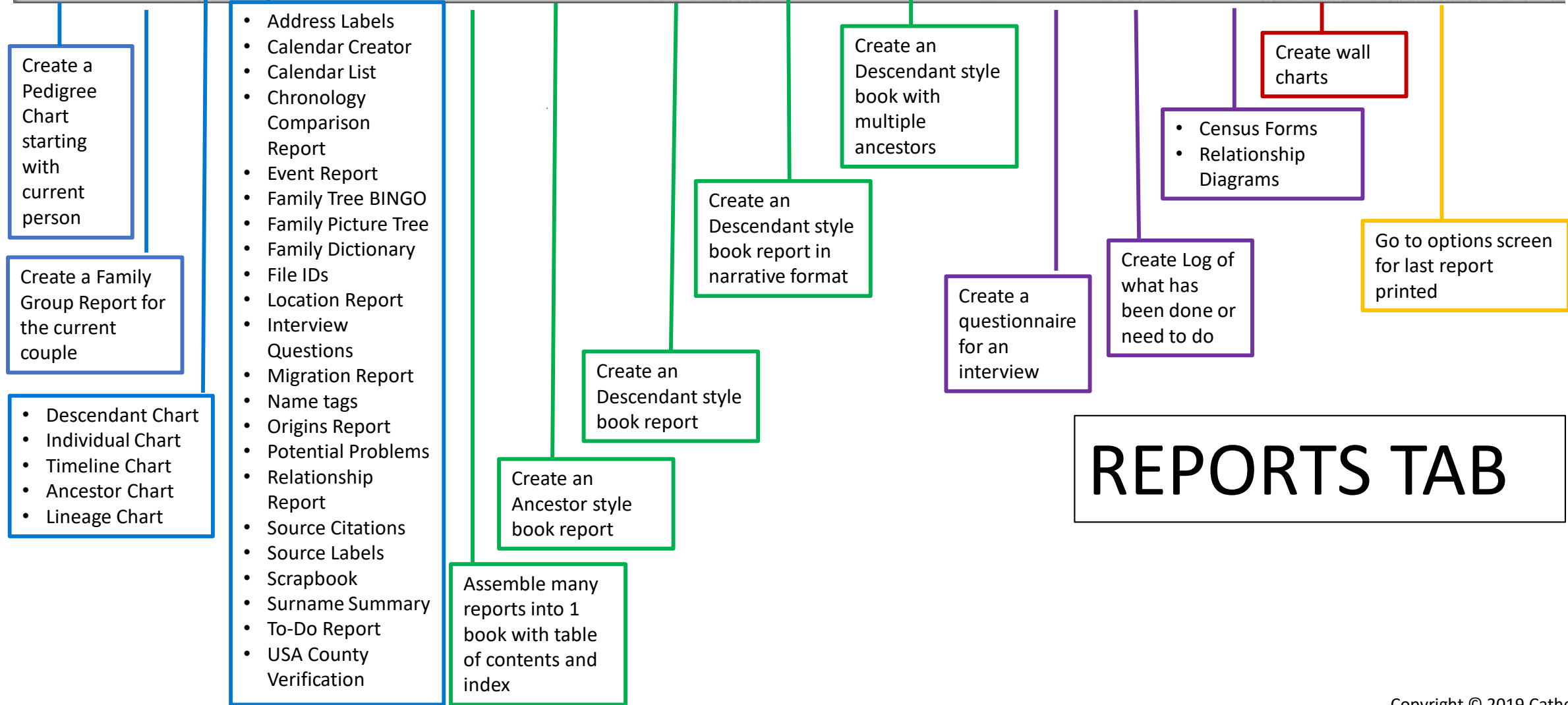
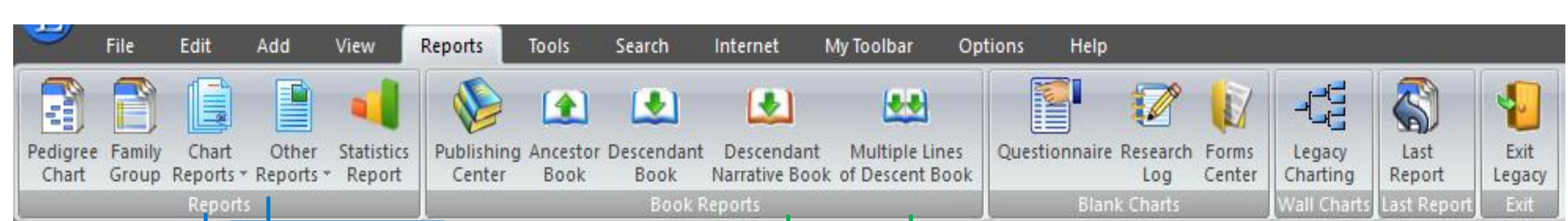
View two part of one family file or two different family files

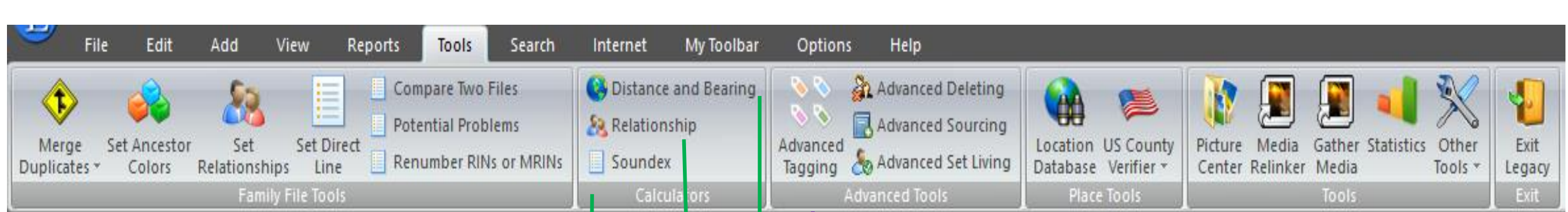
- Month, year calendars
- Date Calculator

See all locations for family plotted on map

See or create scrapbook from media linked to individuals or marriages

Legacy Tips





Merge manually, find duplicates, View Not-Duplicates List

Apply four or eight different colors to the ancestor lines

See how everyone is related to starting person

Set all direct lines to individual to make navigation easier

Compare 2 files to find duplicates

Find common and hidden mistakes in family file

Renumber the RINs or MRINs in family file

Generate Soundex code for surname

Find distance and direction between two locations

See all ways two people are related

Set tags on groups of individuals

Delete groups of individuals

Assign source citations to groups of individuals

Let Legacy decide who couldn't possibly be alive

List of over 3 million locations on earth

Check to see if county existed during time period

Attach and edit pictures

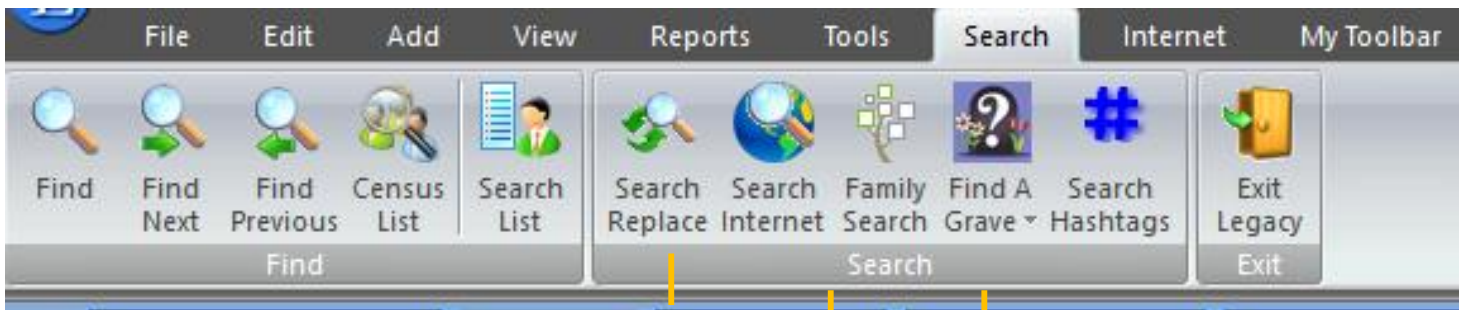
Relink media files after importing or moving them

Gather all media files into one folder

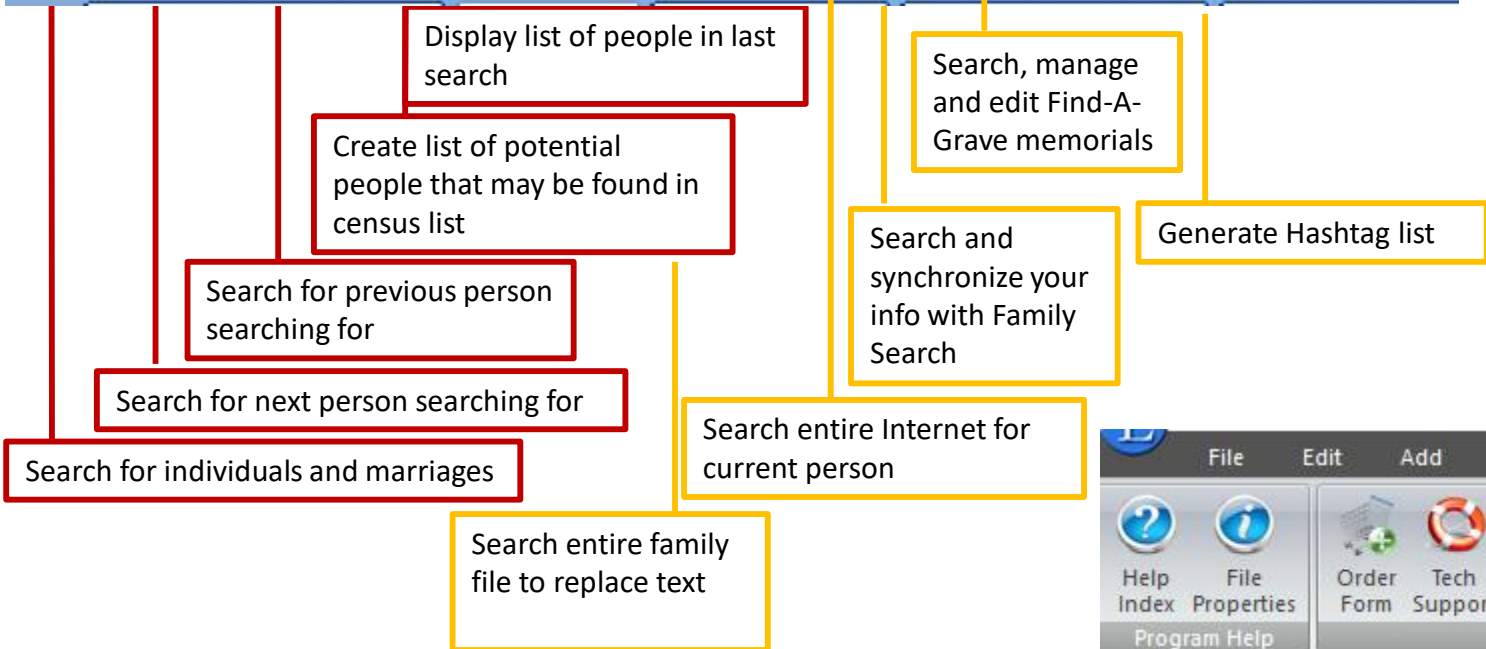
View Group and Family statistics in Family File

- Spell Checking
- Source Clipboard
- Clearing import tags
- AKA splitter
- Sorting Lists
- Research Guidance

TOOLS TAB



SEARCH TAB



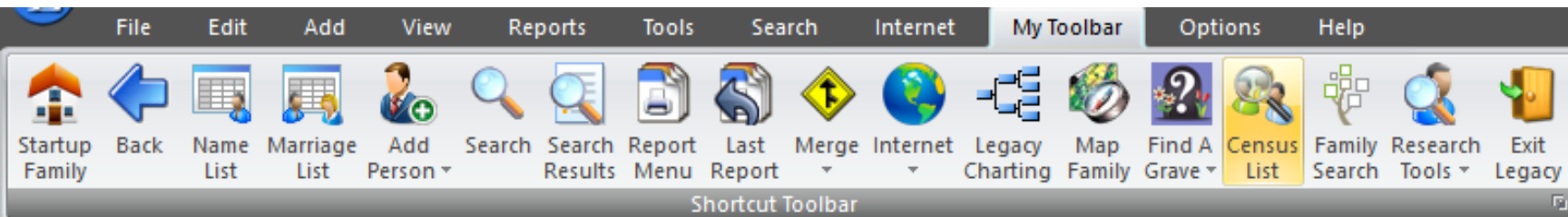
HELP TAB



INTERNET TAB




Create web pages in particular styles



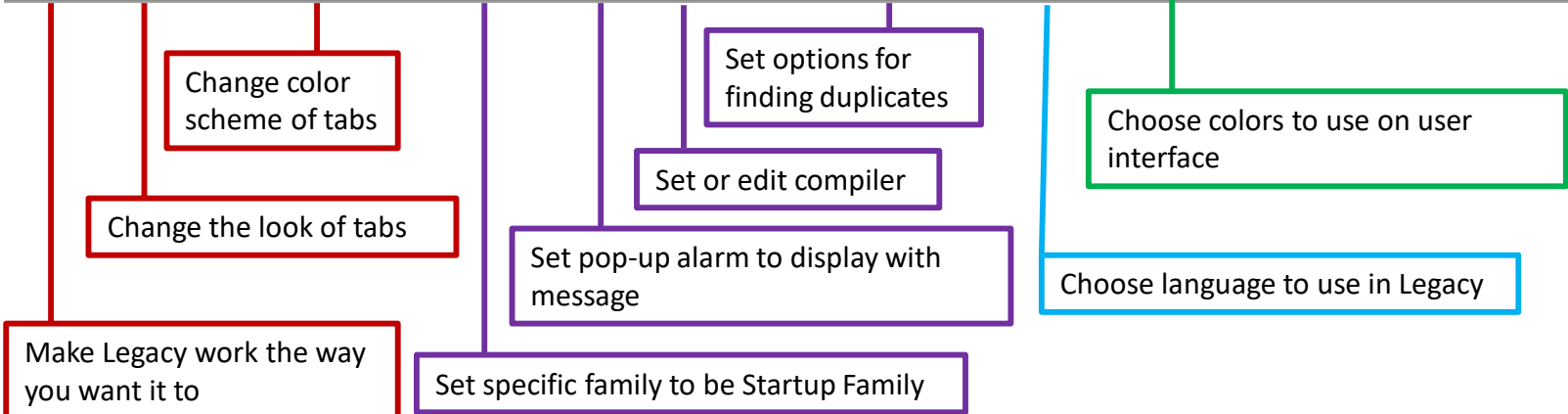
MY TOOLBAR TAB

Customize the **My Toolbar** tab to show only the tools you want. There are 15 default tools shown when Legacy is first installed. **To customize:**

1. Click on the small icon  in the lower-right corner of the **Shortcut Toolbar** group. You can also click the **Design** button in the upper-right corner of the ribbon and choose **Toolbars>My Toolbar**.
2. Add, remove, or move tools as desired.
3. Click **OK** when you are finished.




OPTIONS TAB



Legacy Tips

Adding a Source

1. Add new information to the person.
2. Click on the source icon. 
3. If this source is one you have not used previously, click on **Add a New Source**, fill in the fields, click **Save** fill in the detail, and click **Save**.
4. If this source is one you have previously entered for someone else, click on **Cite a Master Source**, select the source, fill in the detail, and click **Save**.

Adding a Source Using SourceWriter

1. From the Assigned Sources List from an Individual, Marriage, or To-Do Screen, click **Add a New Source**.
2. Or from View>Master Lists>Source, click the **Add** button.
3. Choose a Source Template by typing in a key word or choose type of source from the list.
4. Fill in Source Template fields.
5. **Save** the source. If you are adding a citation, go to **Detail** screen and complete.
6. **Record** the details.

Relationships

Being able to understand how the currently-highlighted individual is related to you can be important. For example, when you clicked on George WASHINGTON, if your relationships were set, it could tell you that he is your ½ 7th great-uncle, 3 times removed. Relationships are not automatically displayed. You need to set the option. Then, as you add new individuals to your database, the new relationships will automatically be calculated and displayed.

Tools > Set Relationships and Tools > Relationship Calculator

Bookmarks

Bookmarks are shortcuts to navigating a person. Each program has the ability to quickly navigate to the “home” person. Additional bookmarks can be set. Just set a bookmark on each person, and you can very quickly navigate to them.

Bookmarks icon ; CTRL+S (go to startup person); Quick-Bookmarks

Direct Line

When printing cascading family group records, it is often helpful to know which of the children is part of the direct line. The program will mark the direct line child with an X or bold the person.

Tools > Set Direct Line; make sure starting individual is shown in the text box. Click Set Preferred Line to mark each ancestor as the preferred one.

Each preferred child is marked with an asterisk. If you want the preferred child to be bold:

Options > Customized > Data tab > Indicated direct-line children in lists

Potential Problems

The tool will search your database for potential problems caused by typos, or misinterpretation of records.

To print the **Potential Problems Report**:

1. From the **Reports** menu, choose **Potential Problems**.
2. On the **Options** tab, make sure the settings are acceptable.
3. On the **Records** tab, select the records you want to check.
4. Check the **Summary Style** box if you want the report in short form.
5. Click the **Page Setup** and **Change Fonts** buttons to make sure the settings are correct.
6. When you are ready to print the report, **click** either the **Preview** or **Print** button.

File Maintenance

When individuals are deleted from the Family File, all references to them are removed but the individual's information still exists in the file. To remove the info and make room available for other additions run this report. Legacy runs through your family file and checks the integrity of all the links to ensure that there are no pointers to deleted records.

File > File Maintenance/Check/Repair

Create Backups

1. Backup to a USB/jump/flash drive, CD, external hard drive
2. Create a backup/GEDCOM and send to family members
3. Publish GEDCOM to an internet site
4. Offsite backups: Dropbox, Clouds

Tagging Records

You can tag individuals and marriages to mark them for various reasons. There are 3 tags in *Standard Edition* and 9 tags in *Deluxe Edition*. To tag an individual or marriage:

Click desired tag box. These are located in the upper-right corner of the Husband and Wife boxes and at the right side of the Marriage bar. When an individual or marriage is tagged, the tag box is filled with a color other than gray.

Hashtags (Deluxe Edition only)

Hashtags are a way to create groups of people with some kind of common connection. They can be thought of as keywords or areas of interest. Example: you might want to create a hashtag of *Researchlib* for all the individuals in your family file for whom you want to do research at the library. A hashtag consists of a name and an optional description. To add a new hashtag, simply fill in the name of the hashtag and the description and click the **Save** button. The hashtag (#) symbol will be in bold if one has been assigned.

Legacy Family Tree

Shortcut Keys

Shortcut Keys to Pull-down Menus

All tab names on the Ribbon bar have an underlined letter. You can select a tab by holding down the **ALT** key and pressing the underlined letter. Once a tab is displayed, you can select a menu option by pressing the underlined letter in the option name.

ALT + F File Tab
ALT + E Edit Tab
ALT + A Add Tab
ALT + V View Tab
ALT + R Report Tab

ALT + L Tools Tab
ALT + C Search Tab
ALT + I Internet Tab
ALT + O Options Tab
ALT + P Help Tab

Shortcut Keys for Main Views

ALT + F1 Legacy Home Tab
ALT + F2 Family Tab
ALT + F3 Pedigree Tab

ALT + F4 Descendant Tab
ALT + F5 Chronology Tab
ALT + F6 Index Tab

Shortcut Keys to Bypass Menus on the Main Views

Many menu options have shortcut keys listed next to them. You can choose a menu command by holding down the **CTRL** key and pressing the other key. The shortcut keys listed below are meant to be used only from the main views in Legacy (Legacy Home, Family, Pedigree, Descendant, Chronology, and Index). On other forms, some of these shortcut keys have other functions.

CTRL + A Displays the *Ages* dialog box. (On the *Legacy Home* tab, this shortcut key highlights the entire page contents.)

CTRL + B Backup a Family File

CTRL + E Export a GEDCOM File

CTRL + N Add a New, Unlinked Person. (On the *Legacy Home* tab, this shortcut key opens the Home contents in a separate browser window.)

CTRL + O Open a Family File. (Not available while on the *Legacy Home* tab.)

CTRL + P Opens the Picture Center. (On the *Legacy Home* tab, this shortcut key opens the Print window for printing the *Legacy Home* page contents.)

CTRL + Q GEDCOM Import

CTRL + S Display Preferred Startup Family. (Not available while on the *Legacy Home* tab.)

CTRL + T Advanced Tagging

CTRL + W Web Page Creation

CTRL + Z Opens the Customize window (**ALT + Z** also opens the window)

Shortcut Keys in Dialog Boxes





Most command buttons shown in dialog boxes have an underlined letter in their description. You can click a button by holding down the **ALT** key and pressing the underlined letter. This is equivalent to clicking on the button with the mouse cursor.

Other Shortcut Keys

From the *Information*, *Marriage*, and *Notes* windows, you can press **F4** to display the *Sources* window. From the *Information* and *Marriage* windows, you can press **F5** to display the *Notes* window. From any *Note* field, you can press **F7** to start the spell checker. From the *Information*, *Marriage* and *LDS* windows, **F8** can be used to duplicate field contents from the previously saved record. You can also press **Ctrl-F9** to memorize any location field and **F9** to play the memorized field back to any other location field. (**Shift-F10 / F10**, **Shift-F11 / F11** and **Shift F12 / F12** also work the same way to memorize and play back field entries.)

Shortcut Keys for the Source Clipboard

There are shortcut keys available when assigning source citations from the [Source Clipboard](#).

- Alt-1** Opens the source clipboard. (Same as clicking )
- Alt-2** Assigns to the current field. (Same as clicking )
- Alt-3** Assigns to all non-blank fields. (Same as clicking )
- Alt-4** Assigns to the Unspecified area. (Same as clicking )

Shortcut Keys

Family and Pedigree View

The following single shortcut keys are available while working in the *Family* or *Pedigree View*. To use the shortcuts, simply type the one-character command. The commands are executed immediately when you press the letter.

Single key commands:

- ?** Help (help on shortcut keys)
- F** Find (displays Search window)
- G** Go (to RIN #)
- I** Index (displays Name List)
- M** Marriage (displays Marriage List)
- X** Exit (prompts for confirmation to exit Legacy)

Shortcut Keys on Family View

The following shortcut key combinations are available while working in the *Family View*. To use the shortcuts, simply type the two-character command. The commands are executed immediately after you press the second letter.

Two-Key Commands

- | | |
|---------------------------------------------------------------------------------------|-----------------------------|
| AD Add Daughter | EW Edit Wife |
| AH Add Husband | HP Husband's Parents |
| AS Add Son | LD Link Daughter |
| AW Add Wife | LH Link Husband |
| C1-C9 and CA-CF | LS Link Son |
| Child 1 - Child 9 and Child 10 - Child 15
(moves the child to the Husb-Wife level) | LW Link Wife |
| E1-E9 and EA-EF | ND New Daughter |
| Edit Child 1 - Child 9 and Child 10 - Child 15 | NH New Husband |
| EH Edit Husband | NS New Son |
| EM Edit Marriage | NW New Wife |
| | WP Wife's Parents |