



St. Louis Genealogical Society
Summer Writing Institute

**Are You Ready to Write Your Family History?
15–18 July 2019**



- ◆ Have you been collecting the history of your ancestors for many years?
- ◆ Do you have all the family research stored in your home?
- ◆ Are you the gatekeeper for the family stories, the photos, and the documents?

If you answered yes to the questions above,
then isn't it time to write your family history?

If you have been thinking about starting but aren't sure how to proceed, we invite you to spend an intensive four days with published authors and local teachers who will help you take your first steps toward writing and publishing.

REGISTRATION INCLUDES:

- ◆ Four full days of classes taught by experienced teachers and authors and a class taught by a local publisher
- ◆ Hands-on sessions each day so you can apply the skills you have learned
- ◆ Individual consultations throughout the workshop
- ◆ Morning coffee, lunch, and light snacks each day
- ◆ Notebook of handouts, booklets, and a bibliography

The Institute will be held at the StLGS office from 9 a.m. until 3 p.m. each day.

~ Parking is free and accessible.

~ Some computers are available for those without their own; however, we encourage you to bring your own laptop.

~ You should also bring a flash/stick drive on which to save computer files.

Space is limited to 35 participants ONLY.



CLASS REQUIREMENTS

- ❖ Participants need to submit a biography of 500 words or less on a deceased person, preferably from St. Louis, if possible.
- ❖ Your biography **must include** at least **two source citations**.
- ❖ Your original file should be in MS Word or Pages for the Mac and you should plan to bring your electronic file with you on your laptop or a flash/stick drive.
- ❖ Your writing will be shared, so if you have family secrets you don't want public, it is best to omit them. If you choose, by the end of the week, your biography will be ready for publication on the StLGS website in our Missouri Bicentennial project, St. Louis City/County Biographies.
- ❖ If you have any questions, send an email to programs@stlgs.org.



THE INSTRUCTORS

Viki Fagyal is a lifelong St. Louis resident who has been researching her family for more than thirty years. She has served in many capacities at StLGS for the past thirty years on the council/board of directors, and as vice-president, education chair, newsletter editor, and, most recently, treasurer. A writer, genealogy instructor, and lecturer, Viki completed a book on her father's family history in 2013, a book on St. Louis Orphanages in 2018, and is currently writing a book on her mother's family.



Bob Goode is the Information Systems Director for the St. Louis Genealogical Society. Bob recently published a book on the Goode family history and is now working on his mother's side of the family. Bob is a co-leader of the StLGS yearly research trip to the Family History Library in Salt Lake City.



Liz Kelley is the publications manager at No Waste Publishing. She believes that great customer service begins and ends with personal attention. Liz has the knowledge to not only make your book a reality, but to get it done right. Several members of the St. Louis Genealogical Society have worked with Liz's company to create their books.



Ilene Murray has been engaged in genealogy for almost forty years. A featured speaker at local conferences, she teaches genealogy and computer classes and is the StLGS publications director. Ilene works on the StLGS website, has written numerous articles for a variety of genealogical publications, and co-authored a book on the early history of University City. She is the co-leader of the society's annual research trip to Salt Lake City.



Jane (Soehngen) Theissen holds an MLIS (library) degree from the University of Missouri-Columbia and retired in 2018 as a reference librarian from Fontbonne University. She is co-editor of the *StLGS Quarterly*. She was bitten by the genealogy bug in high school as the result of a history class assignment and, with her mom, has been researching her family since then.



THE SCHEDULE

1. Each day's schedule begins promptly at 9:00 a.m. and ends at approximately 3:00 p.m.
2. All classes are at the StLGS office—4 Sunnen Dr., Suite 140, Maplewood, Mo.
3. Classes are hands-on and participatory; students should plan to complete short assignments during the afternoons or overnight.
4. Ongoing throughout the week, instructors will meet daily with all participants to discuss writing assignments, suggest improvements, provide direction, and offer proofreading and editing recommendations.

- ❖ **Monday**—Overview and get acquainted meeting. Lectures on beginning your writing, using timelines and historical context, learning some new rules of English, and beginning source citations
- ❖ **Tuesday**—Lectures on genealogy writing basics, style sheets, using Microsoft Word, and more on source citations
- ❖ **Wednesday**—Lectures on the parts of a book/layout, working with graphics, using maps, and indexing
- ❖ **Thursday**—Lectures on lessons learned from publishing, ethics and copyright, polishing your final draft, and the nitty-gritty of publishing



ALL THE REST

1. Participants need to provide their own transportation to and from the StLGS office.
2. If you are coming from out of town, let us know and we will provide some suggestions for hotels and meals. There are several very nice (and reasonably priced) hotels within a five-mile radius of the office.
3. Hotels, transportation, and meals (other than lunch) are NOT included in the registration fee.
4. **Cancellation Policy:** Any booking cancelled before 15 June will incur no penalty. After 16 June, there is a \$50 non-refundable cancellation fee. After 1 July, no money can be refunded unless the class space can be filled.



StLGS Mission Statement

St. Louis Genealogical Society promotes family history research by providing education and research opportunities, offering community services, and collecting, preserving, and publishing genealogical and historical records.



STLGS 2019 SUMMER WRITING INSTITUTE REGISTRATION FORM

Please use a separate form for each person.

PLEASE PRINT:

Name _____

Address _____

City, State, Zip _____

Phone _____ E-mail: _____

**The Summer Writing Institute is limited to the first 35 registrants.
Transportation to and from the StLGS office is on your own.
Cancellation fees apply; please see page 3 for details.**

Single Registration (Institute Only)

Members: Before 15 June \$335 _____ Non-Members: Before 15 June \$385 _____

Members: 16 June and after \$435 _____ Non-Members: 16 June and after \$485 _____

Single Registration (Institute AND Summer Speaker Series Combination: Save \$15!)

Members: Before 15 June \$370 _____ Non-Members: Before 15 June \$430 _____

Members: 16 June and after \$480 _____ Non-Members: 16 June and after \$540 _____

StLGS Individual Membership \$ 40 _____ Donation to StLGS \$ _____

Total \$ _____

Form of Payment: Pay by credit card in our secure online store: store.stlgs.org

OR

Pay by mail. Make checks payable and mail registration to
St. Louis Genealogical Society, 4 Sunnen Dr., Suite 140, St. Louis, MO 63143

Check _____ Discover _____ Visa _____ MasterCard _____

Printed name on card _____

Card Number _____ Expiration Date _____

Three-digit security code (last three numbers on back of credit card) _____