

3D Family Tree Version 1.0



User Guide

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This edition applies to version 1.0 of the 3D Family Tree product, and to all subsequent releases and modifications until otherwise indicated in new editions.

Corrections and suggestions for future revisions of this document are appreciated.

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G E N E A L O G Y

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Introduction

Product Overview

Using 3D Family Tree with your genealogy files will make your genealogy research more exciting and rewarding. We welcome any comments or suggestions you might have about our products.

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Files and Records

3D Family Tree can read files from the following programs:

1. Personal Ancestral File (PAF) 3, 4, 5.
2. Family Tree Maker (FTM), both pre–2008, and 2008–2012. Make sure you have the latest updates from Ancestry.
3. Legacy
4. RootsMagic 4–6
5. Ancestral Quest
6. GEDCOM
7. Family Explorer (SAR Patriot Index, SAR Revolutionary War Graves Register, Pedigree Resource File, Millisecond Family Forest).

The first time 3D Family Tree is opened, it will ask if you would like to search for your genealogy files. If you select yes, the program will automatically scan your computer's hard drive(s) for all your genealogy files. These files are then displayed with their associated path (disk drive and folder location) in the Open dialog. You must [select](#) a file before you can view the records or print reports. 3D Family Tree will remember the last file you worked on, and all future sessions will start with that file open.

*Tip: If you choose not to scan when first opening the program, you can always do so later by selecting **File, Scan disk for files** on the menu, or by clicking the **Scan Disk** button in the **Open** dialog. You can also re-scan by following the same steps.*

3D Family Tree also allows you to assign more meaningful names to your files and rename them later if you wish.

Tip: [Naming](#) your files for the first time and renaming them later are both accomplished in the same way. These functions can be performed from the menu bar.

Where to Get Help

Although 3D Family Tree is a sophisticated charting program, it has been designed to make creating charts and reports a user-friendly and enjoyable experience. Keeping this in mind, we do understand that sometimes questions can arise. Because we care about our customers, we have provided the following tools to help you learn about our program:

Program Help

Program Help provides you with direct access to all the information you need to use this product. Help can be accessed either by clicking the Help button in a [dialog box](#) or from the Help selection on the menu bar. You may also display help for a menu option by pressing the <F1> key.

When you select Help from the menu bar, you can either browse through the table of contents or search on a specific word or subject.

Frequently Asked Questions (FAQs)

To access our Frequently Asked Questions (FAQs) list, you must be connected to the Internet. Then, select **Help, FAQs, Frequently Asked Questions** from the 3D Family Tree menu.

User Manual

The official 3D Family Tree User Guide is available in PDF format as a free download. The information in the manual is presented in an easy to follow format with additional screen shots and sample charts not included in the help file. Once downloaded you can view the manual on screen or print a copy for your own use. To download the manual you must be connected to the Internet. You can then select **User Guides, User Guide** from the 3D Family Tree menu. Your default Internet Browser will open the download page with instructions on how to proceed.

Free Email Support

Sometimes, when all else fails, you just need to ask the experts. Progeny Genealogy Inc. provides free email support to registered users of 3D Family Tree. Simply click the **Technical Support** option under the **Help** menu. Your default Internet Browser will automatically open the Technical Support email contact page.

Note: You must be connected to the Internet to access this feature.

Computer System Requirements

Your computer system must meet certain requirements to properly install and run 3D Family Tree. If you encounter any difficulty while installing or running the program, check these minimum hardware and software requirements:

- IBM or 100 percent compatible
- Microsoft Windows® 2000, XP, Vista, 7 and 8
- Pentium® processor
- 32 MB RAM
- 12 MB hard-disk space
- Video adapter card with graphics capability (NVIDIA, AMD/ATI, Intel)

Some Windows Terminology

If you are new to Windows or need additional help, please refer to the online tutorial in Windows. Click on the **Start** button in lower left corner and select **Help**; then choose **Contents** to access the tutorial.

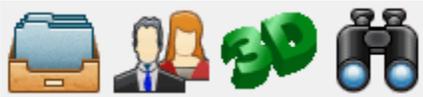
Here is a list of Windows topics relevant to using 3D Family Tree:

Dialog Boxes

Dialog boxes are windows that prompt you for further information or for a decision to proceed (such as **OK** or **Cancel**).

For example, when you execute an Options command, a dialog box will appear, asking you which options you wish to use. Dialog boxes cannot be minimized or made inactive. You must respond to the dialog box or cancel the command before proceeding.

Icons and toolbars



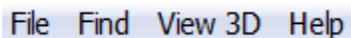
What Is a Toolbar?

Many program windows include a toolbar (usually at the top of the window under the menu bar) that contains a series of icons. Each icon graphically represents a program function that is also available on the menu bar.

3D Family Tree's Toolbar

The toolbar is offered as a time-saving feature and provides quick access to the most commonly used commands in the menus. Clicking on the icon executes the command.

Menu Bar



The menu bar is found beneath the title bar on many windows and contains a horizontal list of menu items. Clicking a menu item will either execute a command, display a sub-menu (pop down), or display a dialog box. Clicking on a command name executes the command. Some menu items are followed by the characters "... " indicating that a secondary menu (or list of choices) exists.

Scroll Bars



When a window contains too much information to display within its boundaries, a scroll bar appears along the right side or bottom of the window. Clicking the arrows at the ends of the scroll bar causes the information to scroll in the indicated direction, bringing hidden information into view.

Scroll Lists

Scroll lists present a list of choices that you can browse by moving the [scroll bar](#) up or down. You make your selection by pointing to and clicking on your choice (highlighting) and then clicking OK.

Status Bar

At the bottom of most windows is a status bar, that contains descriptive information about the program or a command being executed.

Title Bar



The title bar is found at the very top of each window and contains, in this case, the title of a CD. Window control buttons are also located in the top right corner of the title bar. You can use these to minimize  or maximize  the window size or even to close the window by clicking on the button .

Using the Mouse

Throughout this program help you will see the terms *select*, *click*, and *double-click* in the instructions and examples presented. For those of you unfamiliar with Windows and operating a mouse, these terms are discussed below. For more detailed information, refer to your Microsoft Windows documentation or online tutorial.

Note: This program help assumes that you are using a right-handed mouse. If you are using a left-handed mouse, simply reverse the instructions for the left and right mouse buttons.

Click. This refers to positioning the mouse pointer on a command (or its icon) and pressing the left mouse button once to execute the command. In many cases (such as dialog boxes), a choice of commands is presented (for example, OK, cancel, options), one of which must be clicked to proceed. In these cases, one of the commands (usually OK) is highlighted or has a box around it. This is the default command or response, and pressing the **Enter** key has the same effect as clicking the command.

Select. This refers to positioning the mouse pointer on an item or command and pressing the left mouse button. In some cases (such as selecting parts of text strings), selecting can involve holding the left mouse button down while moving (dragging) the mouse pointer across the area to be selected. Once selected items are highlighted, you then choose a command to perform. For example, in a [scroll list](#) you select a choice and then click **OK**.

Double-click. This refers to positioning the mouse pointer on an item or command and pressing the left mouse button twice in rapid succession. This has the effect of selecting the item and executing the default command. For example, double-clicking a scroll list item has the same effect as selecting the item *and* clicking **OK**.

Window

Windows are framed rectangular areas of your computer screen where your program information is presented. You can have one or many windows open at a time. Each program has a main window (the program window), that stays open as long as the program is running. Many other windows, such as dialog boxes, [scroll lists](#), and menus open and close as they are required.

The active (foreground) window's title bar is in color. Inactive (background) title bars are grayed.



In the example above, there are three windows open, 3D Family Tree program window, the Ancestor Chart Options window and the Re-size window. The Re-size window is a dialog box and is the active window.

Open a File

Opening Family Files

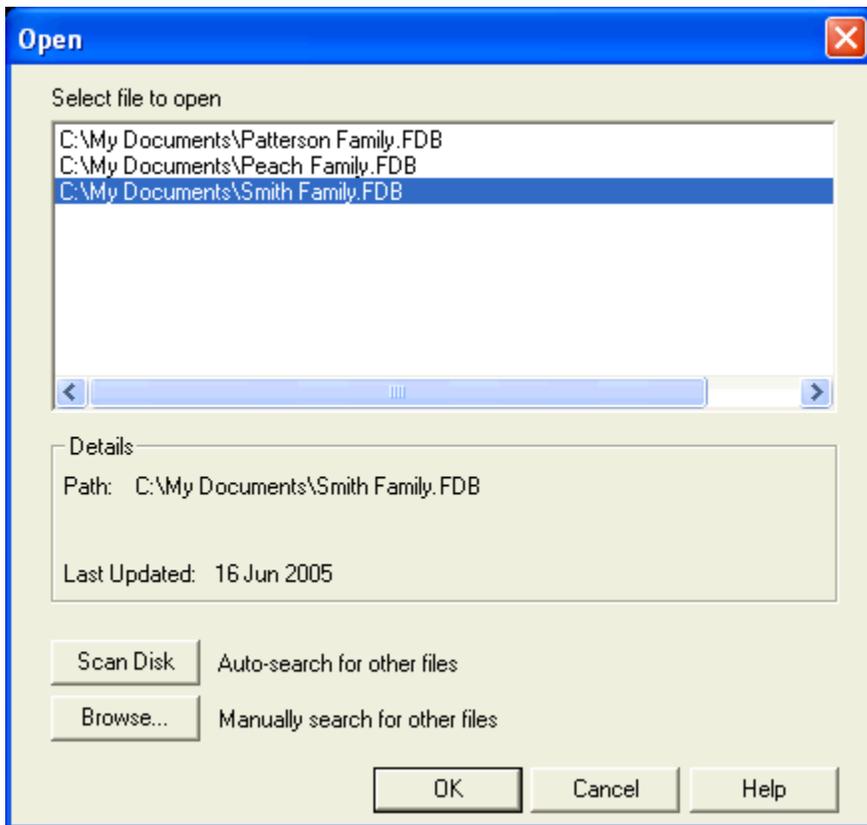
The first time 3D Family Tree is opened, it will ask if you would like to search for your genealogy files. If you select yes, the program will automatically scan your computer's hard drive(s) for all genealogyfiles. The files are then displayed in the Open dialog list box.

3D Family Tree can read files from the following programs:

1. Personal Ancestral File (PAF) 3, 4, 5.
2. Family Tree Maker (FTM), both pre-2008, and 2008-2012. Make sure you have the latest updates from Ancestry.
3. Legacy
4. RootsMagic 4-6
5. Ancestral Quest
6. GEDCOM
7. Family Explorer (SAR Patriot Index, SAR Revolutionary War Graves Register, Pedigree Resource File, Millisecond Family Forest).

Tip: If you choose not to scan when first opening the program, you can always do so later by selecting File, Scan disk for files on the menu, or by clicking the Scan Disk button in the Open dialog. You can also re-scan by following the same steps.

When you start 3D Family Tree you must select a file before you can find an individual, view your records or print reports.



To select (open) a file:

From the menu bar

1. Select **File** and click **Open**.
2. Double-click on a file listed in the File List dialog.

Important: A list of your files will only appear in the Open dialog if you have performed a hard drive scan. If you do not wish to scan, you will need to manually find the file you would like to open by clicking the Browse button.

*Tip: Once you've opened a file, it will appear in the **Recently Used File List**, located under **File** in the menu. To open it again, just click on it in the list. 3D Family Tree will store up to six files in this list.*

Assigning Names to Your Files

From the menu bar

1. Select **File** and click on **Name Genealogy files**.
2. Double-click on the file you wish to name (or rename).
3. Type the name you wish to assign the file.
4. Click **OK** to accept the new name.

The newly assigned name now appears in the list of files. Note that this operation does not select the newly named file.

*Important: A list of your files will only appear in the dialog if you have performed a hard drive scan. If you have not performed a scan, or would like to re-scan, you can do so by selecting **File**,*

Scan disk for files on the menu, or by clicking the **Scan Disk** button in the **Open** dialog.

Finding People

How to...

3D Family Tree provides three convenient methods for finding individuals in your .ged, .ftw, .ftm, .paf, .fdb, .rmgc and .aq file:

- [Name List](#). Use this option to browse all names in the file or go to a specific individual.
- [Go To](#). Go directly to an individual record by entering a name, or PIN.
- [Search](#). Find individuals who meet certain match criteria.

Name List

The Name List presents the entire list of individuals contained in the .ged, .ftw, .ftm, .paf, .fdb, .rmgc and .aq file. From the Name List you can search for specific individuals by surname and given name (optional) or by PIN. The [search](#) function is recommended if you want to search using criteria other than name.

TIP: If you enter a given name with no surname, the first person with that given name and no surname will be displayed. Use the [search](#) function if you want to find all the people with a specific given name.

For ease of browsing, the names are always displayed in alphabetical order beginning with the "Home person" specified in your genealogy program.

You can choose to show individuals (that is, names) with birth and death dates, spouse, or parents. Place-names, where available, will also be displayed with birth and death dates. The dates, spouses, and parents will be displayed only if the information is recorded in the file for the individual.

To display the Name List:

- From the toolbar, click on the **Name List** button.
- In any view, press the **F2** button on your keyboard.

To select what to show in the Name List:



- Click on the **Show** list box, and select a content option.

To find individuals in the Name List, you can:

- **Browse**. Use **Page Up** and **Page Down**, the **scroll bar**, or the **up** and **down arrows** on the keyboard to browse through the list. Note: Browsing is faster if display is set to Individual + RIN

- **Go To.** Enter a name or PIN to go directly to the individual you want, and click the **Go To** button. This is the fastest way to find someone in the Name List.

Go To Name:

1. Enter the surname in the first GO TO box and the given name(s) or initials in the second box
OR
Type the surname and the first letter of the individual's first name
OR
Type only a surname with no given names or initials
OR
Type the first few letters of the surname.
2. Click **OK** or press **Enter**.

The Name List will jump to the person you are seeking and highlight the individual in **blue**. If the name is not found, the next closest person (in alphabetical order) will be displayed. If you entered only a surname, the first person with that surname will be highlighted.

TIP 1: Entering a single letter in the surname box will take you to the first surname that begins with that letter. For example, enter T to jump to the surnames that begin with T.

TIP 2: Enter nothing in the Go To boxes to take you to the very top of the Name List.

TIP 3: Click on the Clear button to reset the Go To boxes.

Go to RIN or PIN:

1. In the first GO TO box, enter the individual's PIN.
2. Click on **OK** or press **Enter**.

The Name List will jump to the person you are seeking and the individual in **blue**. The message saying "Not found" will appear if no one in the file matches the PIN you entered.

To select an individual from the list:

1. Make sure the individual is highlighted.
2. Double-click on the name or click **OK** or press **Enter**.

The [Family Group View](#) for the selected individual will be displayed.

Go to

Similar to the "go to" in the [Name List](#), you can use this "go to" function to find an individual using his or her full name, first initial and surname, or simply a surname. You can also find someone with a PIN number.

TIP: Use the [Search](#) feature to find all the people with the same given name.

To access the Go To dialog box, select one of the following:

- From the menu bar, select **Find**; then click on **Go To**.
OR
- From the toolbar, click on the **Go To** button.

The Go To dialog box will now be displayed.

Go to Name:

1. In the top box, enter the full name (this must be spelled exactly as it appears in the database)
OR
Type the individual's first initial and surname (for example, D Vernest)
OR
Type only a surname.
2. Click **OK**.

The [Name List](#) will display with the person you are seeking highlighted in **blue**. If the name is not found, the next closest person (in alphabetical order) will be displayed. If you entered only a surname, the first person with that surname will be highlighted.

TIP 1: Entering a single letter in the name box will take you to the first surname that begins with that letter. For example, enter T to jump to the surnames that begin with T in the Name List.

TIP 2: Enter nothing in the Go To dialog box to take you to the top (beginning) of the Name List.

Go to PIN:

1. In the top box, enter the individual's PIN.
2. Click **OK**.

If you are in the Name List, the person you are seeking will be highlighted in **blue**. In any other view, you will be brought directly to the individual's Family Group View. A message saying "Not found" will be displayed if there is no one in the database with that PIN.

Search

3D Family Tree offers a powerful search capability to help you find people in your .ged, .ftw, .ftm, .paf, .fdb, .rmgc and .aq file. You can search using as little or as much as you know about an individual in any of seven categories.

For example, if you know that the individual's last name is Pothier, you can search for Surname = **Pothier**. This search will find all individuals in the file with the surname Pothier (potentially a long list).

You can search using multiple criteria. For example, if you add Person = **Male**, only males with the surname Pothier will be listed. If you further specify Event = **Birth** and Date after **1860**, only male Pothiers born after 1860 will be listed.

You can also include a [keyword search](#) for one or more words in a name, title, place, or note. The more information you specify, the shorter the match list will be and the easier it will be to find the person you are seeking.

Note: The information you enter in the search screen is not case sensitive. This means there is no difference between uppercase (A) and lowercase (a) characters or any combination of upper- and lowercase. For example, POTHIER is the same as Pothier.

To initiate the search function, you have two options:

- From the menu bar, select **Find** and click **Search**.
- From the toolbar, click on the **Search** button.

You can perform a search based on:

- **Person.** This refers to gender (the default is *Any person*). The choices are *Male* or *Female*. A third option, *Relatives*, allows you to find all relatives of a person. If you select *Relatives*, all other search options are disabled.
- **Name.** This option allows you to enter search criteria for the individual's name (the default is *Any name*).
 - Surname.* Enter any character string that, as entered, matches the surname exactly.
 - Contains.* Enter one or more keywords (such as names) that match the surname or one of the given names.
 - Sounds Like.* Enter any character string that resembles the surname in sound.

Note: For names that contain a non-alpha character (a diacritic), substitute the letter without the diacritic. For example, searching for UMANA will find Umaña.

- **Title.** Search for the person's title (the default is *Any title*).
 - Contains.* Enter one or more keywords that appear anywhere in the title, for example, *Capt.*
- **Event.** Search for an event type by selecting from the list of available event types (the default is *Any event*).
- **Place.** Search for a place-name where the event occurred (the default is *Any place*).
 - Contains.* Enter one or more keywords that appear anywhere in the place-name.
 - Sounds Like.* Enter any character string that resembles the place-name in sound.
- **Date.** Search for the date an event occurred (the default is *Any date*).
 - On.* Enter the exact date the event happened.
 - Before.* Enter a date before the event happened.
 - On or Before.* Enter the date the event happened on or before.
 - After.* Enter a date after the event happened.
 - On or After.* Enter a date the event happened on or after.
 - Range.* Enter a date range during which the event happened.

Important: Any common date format with a four-digit year will be accepted. The program converts the date you enter to the format dd_mmm_yyyy. For example, the following date formats would all be interpreted as 23 Mar 1956: Mar 23 1956, 23/3/1956, 3/23/1956, 1956/3/23. 4/5/1953 would convert to April 5, 1953, not May 4. B.C. dates must have a four-digit year plus a BC suffix, for example 2046 BC.

- **Notes.** Search for keywords in the biographical notes for an individual (the default is *Any word*).
 - Contains.* Enter one or more keywords that appear anywhere in the notes, for example, probate.

To search for matching records:

1. Select an appropriate search category.
2. Enter known information (criteria) in the box opposite the category.
3. Click **OK**.

The program will now search for all records that match your search criteria, stopping when the entire file has been examined or when 32,000 matches have been found, whichever comes first.

TIP 1: You can cancel a long search at any time and review the results (partial match list) by clicking on View and then Match List on the menu bar.

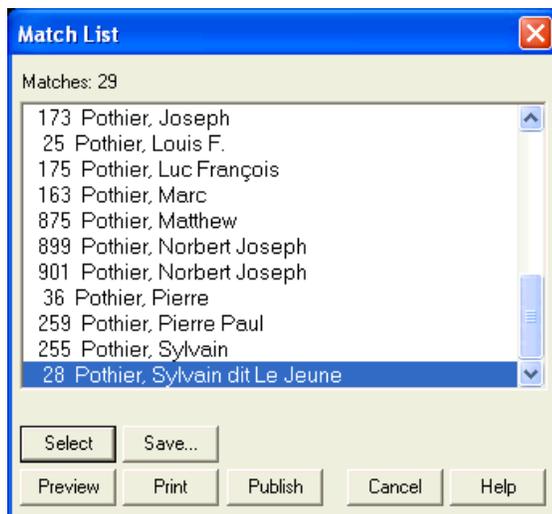
TIP 2: Click the Reset button to reset your search criteria to the default settings.

Search Example 1

Suppose you want to find all **men** with the surname **Pothier**.

1. Click the **Search** button on the toolbar. The Search screen will be displayed.
2. Click the down arrow in the **Person** box.
3. Select **Male**.
4. Click the down arrow in the **Name** box.
5. Select **Contains**.
6. Type **POTHIER** (Note: Because the search is not case sensitive; *POTHIER* is the same as Pothier).
7. Click **OK**.

The program will now search the file for all individuals who match the criteria you have supplied and will show you a list of matches.



To select an individual from the list of matches:

- Double-click on the individual you want, or highlight the individual and click Select.

The [Family Group View](#) for the selected individual will be displayed.

See the [Match List](#) for more information about displaying, browsing, saving, and printing this list.

Keyword Search for Name Contains, Title Contains, Place Contains, Notes Contains.

You can perform even more powerful searches by looking for multiple keywords contained within a name, title, place, or note.

These keywords can contain alphabetical or numeric characters only. Keywords that are all numeric will be ignored.

Multiple keywords must be separated by a blank space. **Do not use periods, commas, quotation marks, or punctuation of any kind.**

Keywords can be entered in any order. For example, entering ARLINGTON NATIONAL CEM will return the same results as entering CEM NATIONAL ARLINGTON.

Search Example 2

Suppose you want the names of all **persons** buried in the **Arlington National Cemetery**.

1. Click the **Search** button on the toolbar. The Search screen will be displayed.
2. Click the down arrow in the **Event** box.
3. Select **Burial**.
4. Click the down arrow in the **Place** box.
5. Select **Contains**.
6. Type **ARLINGTON NATIONAL CEM**.
7. Click **OK**.

Views

How to...

When you open your file in 3D Family Tree the first person in the file will be displayed in the [Family Group View](#). This view is designed to display complete information about an individual's immediate family on one screen

To select a view, there are two options:

- From the menu bar, select **View** and click on your choice of view.
- OR**
- From the toolbar, the **Charts** view button, and select **Ancestors** or **Descendants**.

Family Group View

The Family Group View is designed to display complete information about an individual's immediate family on one screen. This includes all spouses with their respective children, the subject's father and mother, the recorded events in his or her life, and where available, all recorded notes and sources. The individual's "default" [photo](#) will also always be displayed in this view. There are no user-defined options for this view. Convenient browse buttons allow you to display family groups in the order they appear in the Name List.

3D Family Tree/2012 - Campbell Dominey File.ftm

File Find View Help






Name **Hattie Eleanor Wilson¹** # 79

Sex Female ID No.

Spouses & Children

Joseph Lawrence Wannop	# 78
Lawrence Edgar	# 76
Reverend Bruce Graham	# 833
Charles Donald	# 834



Father Charles Edgar Wilson # 82

Mother Lavina Butler # 83

Events

Birth	12 May 1883	Brigden, Lambton County, Ontario, Canada
Marr. ¹	8 Jun 1910	Middlesex, Ontario, Canada
Death	20 Jun 1961	High River, Alberta, Canada
Burial	23 Jun 1961	Nanton, Alberta, Canada
Bapt/LDS	19 Sep 1992	ALBER - Cardston Alberta
Endow.	25 Sep 1992	ALBER - Cardston Alberta
Seal/P	7 Nov 1992	ALBER - Cardston Alberta
Seal/S	7 Nov 1992	ALBER - Cardston Alberta

Sources

Notes

MARRIAGE:
 "About that time[1907], Hattie went to visit her oldest brother, Norval Butler Wilson, at his homestead east of Parkland, Alberta. Nearby, on the bank of the Little Bow River, lived the large homesteading Wannop family from Brandon, Manitoba, in their big house. The young people of the area often met there for a group called 'Christian Endeavour.' Besides Christian teaching, they played games such as Charades and participated in debates. Some romances began through these meetings, including Hattie and one of the Wannop sons.

Browse

Back Forward

Family of Hattie Eleanor Wilson

General Information

- The PIN for the individual is shown to the right, preceded by a #.
- Long text dates may be truncated in the events box, however the entire date will print in the reports.
- Long place-names will be displayed on as many lines as necessary (i.e. they will not be truncated).
- The event Description, if one exists for a given event in your genealogy file, will be displayed in the

events box following the place name. (i.e. Nova Scotia / Coal miner).

- When the contents of any list box exceeds the capacity of the box, it becomes a [scroll list](#).
- The Notes list box is limited to displaying approximately 50,000 characters.
- Spouses are left justified; children are indented under each spouse.

TIP: Simply double-click on any individual in the family group to see that individual's family view.

"How To" Information

To display source citations:

1. Click on the **Source** button. This button appears only when there are one or more source citations for the individual or his or her events.
2. Select a tab for the source citation you want to examine. The citation details will be displayed.

Note: The tabs are labeled with the event name if the source is for an event; otherwise the tab is labeled "Life" for sources attached to the individual whose name appears at the top of the screen.

To change the current subject, select one of the following:

Choose from one of the following options:

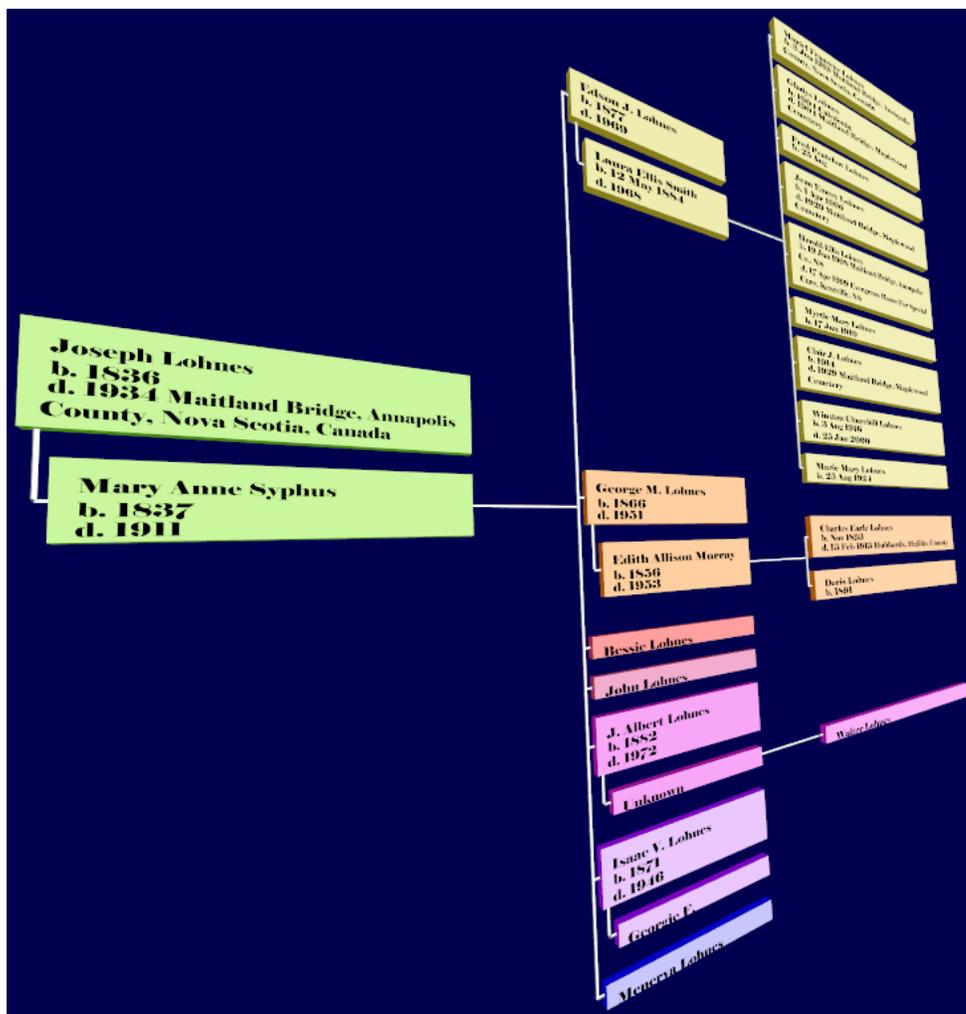
- Double-click on a spouse, child, father, or mother.
- Perform a new [Search](#) or [Go To](#) command.

To view the subject's ancestors or descendants, select one of the following:

- Click the desired View button on the toolbar,
OR
- Select View on the menu bar, and click on Ancestors or Descendants.

Ancestor View

The Ancestor View allows you to see an individual's ancestor chart on your screen. Many options are available to format the content and layout of the Ancestor View, including the number of generations you want displayed, [photos](#), colors and more. 3D Family Tree remembers your report option settings from the last time you ran the program. If you regularly use the same options and do not want to see the options screen each time you run this report, disable the **Always show options before printing**



check box.

Contents

- # of Generations. Choose from one to as many generations as are in the file.
- Date format. Select **Long Date** (4 Jul 1776), **Short Date** (1776), or **No Date**.
- Events. Select one or more of the following events to include in your chart: **Birth, Christening, Marriage, Death, Burial, LDS Ordinances** or **Check All** to print every available event, including user-defined events. If an event has a Description, it will appear along with the place name in the Family Group View (following the place name).
- Print place-names. Select this to print the name of the place where an event occurred.
- Include siblings. Select this to include the brothers and sisters of each individual in your chart. If using colors in the chart, siblings will be assigned a lighter shade within the chosen color scheme. When the chosen line width is 2 pt or over sibling lines will reduce to 1/2 pt.
- Cousin Smart. Select this to ensure that duplicate ancestors are not repeated for distant cousins who marry. The common ancestor will be printed in a box with horizontal gray line fill.

- Include photos. Select this to print a [photo](#) for each individual who has a photo.

Layout

- Chart scale. Enter a value greater than 100 to increase the printed size of the chart. A value less than 100 will shrink the size of the chart. All boxes, lines, and text will be scaled accordingly.

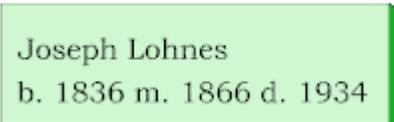
Box

- Box Style. Select from three box types: **simple box**, **drop shadow**, or **no box**.
- Line width. This option sets the line width of the box outline and the connecting lines between boxes. Choose a smaller size for charts to be put in binders or books, and a heavier point for wall charts or emphasis.
- Box Width. Set minimum and maximum widths for the boxes. Note: The program may range within the box widths you specify to ensure that no box is split between two pages when it is printed.

Tip: 3D Family Tree will automatically adjust to U.S. (inches) or metric (centimeters) units of measure depending on the regional settings in your Windows operating system. This applies to chart and box sizes, as well as margins and indent options for your charts and reports.

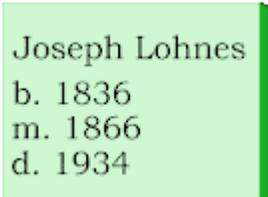
- All boxes same width. Select this to make all the boxes in the same generation the same width; otherwise individual boxes will be separately sized to fit the text in each box.
- New line after name. Select this to start a new line for each event printed in the box; otherwise the program will attempt to print the events on the same line, even with the name if it will fit. Turning this option off can reduce the length of your chart.

New line =
OFF



Joseph Lohnes
b. 1836 m. 1866 d. 1934

New line = ON



Joseph Lohnes
b. 1836
m. 1866
d. 1934

- Limit photo height. This option will limit the height of your photo so that the size of the image will not increase past the specified size when the box width is increased. The photo will be centered in the box.

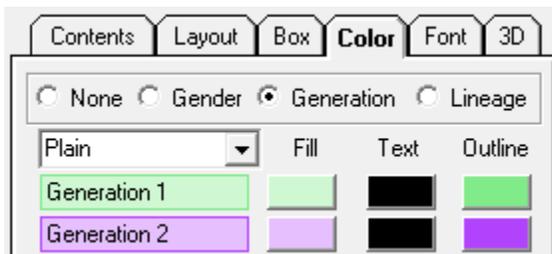
Color

- Color style. Choose from three color options: Gender, Generation, and Lineage. Or, select "None" to create a standard black and white chart. See [Color Charts](#) for samples of each option.

Tip 1: 3D Family Tree can now use custom color events created in genealogy to assign specific Fill, Text and Outline colors to individuals on your charts. See [Individual Custom Colors](#) for more details.

*Tip 2: When coloring the descendant line by Lineage, the box color of the subject of the view is taken from the color selected in Generation 1 of the Generation color style. This is also true for the subject of the Hourglass View. To change the subject color of an Hourglass View select the **Desc. Color** tab, select **Generation** and change the color of **Generation 1**.*

- Fill, Text & Outline colors. To change the fill, text or outline color within a style, click on the corresponding box and choose the color of your choice.

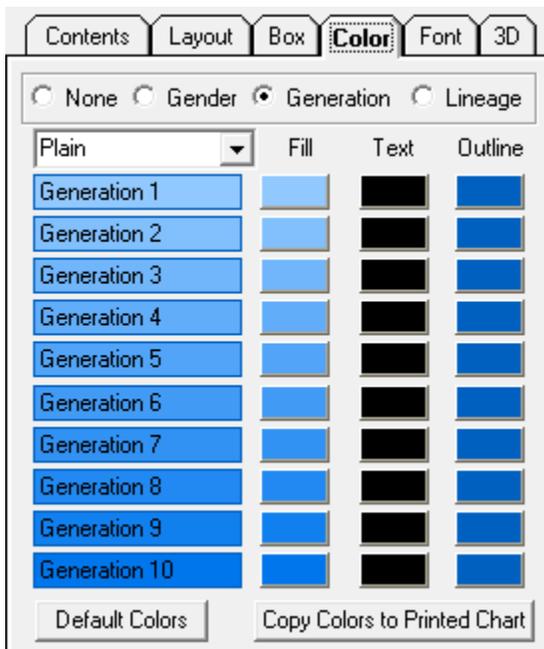


- Default colors. To return to the program's default colors for all color styles within a chart dialog click the **Default colors** button.
- Copy colors to Printed Chart. Copies colors currently in view to the corresponding option in the chart dialog. For example, when the **Copy colors to Printed Chart** button is selected within the Ancestor View options dialog, with color by Gender in view, the Gender colors in the Ancestor Chart will be changed to match.

Here's a Neat Trick!!

You can quickly and easily change your colors within a style to be shades of the same color, in ascending or descending order. Although the following instructions use fill color as an example, they can be applied to fill, text and outline colors.

1. Select your starting fill color by clicking on the first box and choosing the desired color.
2. Press the **Ctrl** key on your keyboard and left click on the first box. This copies the color.
3. Press the **Shift** key on your keyboard and left click on the bottom fill box. This pastes the color.
4. Change the color of this box to a lighter or darker shade, or to a different color.
5. Press the **Ctrl & Shift** keys, then click on the bottom fill box. All boxes in between will be colored in shades that are a transition form the first to the last color. This also works with any intermediate range of boxes (3–7, 5–9, etc).



Font

Font. This preference allows you to select font type, style, and size for your reports and charts. Click the **Font** button; the standard Windows font dialog will be displayed. Select from the list of available fonts, style, and size; then click **OK**.

Font Tips:

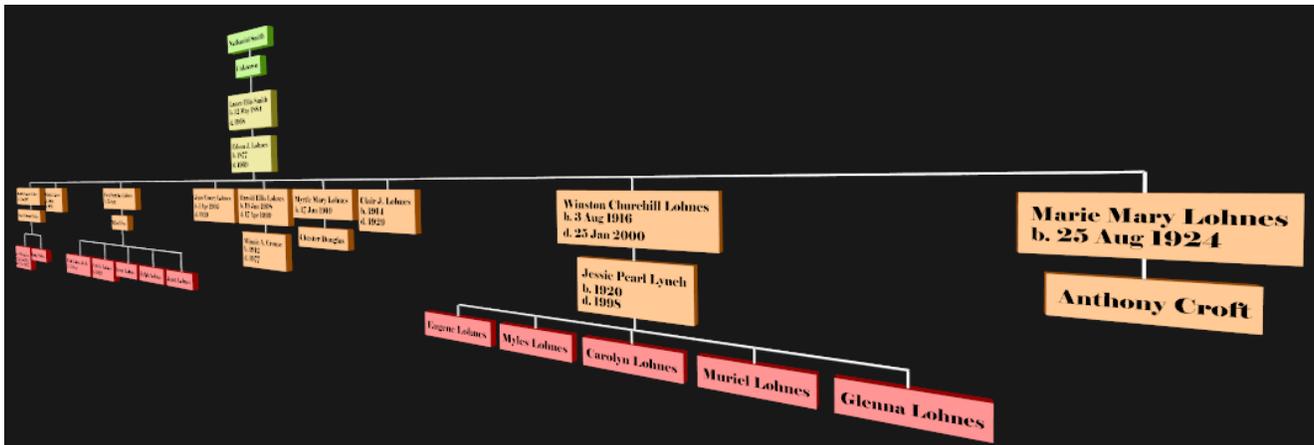
1. When using the *Preview and Publish* features, it is recommended that **TrueType** fonts are used. Other font types, such as PostScript, may not be supported.
2. 3D Family Tree does not allow the selection of some early Windows System fonts, originally included for backward capability purposes, such as *Modern, Roman, Script and Terminal*. If you would like to use one of these font styles, please select a similar **TrueType** version.

3D

- **Z-gap.** Select the distance you want between the panes in the third dimension.
- **Background color.** Select the color desired for the 3D chart background.

Descendant View

The Descendant View allows you to see an individual's descendant chart on your screen. Many options are available to format the content and layout of the Descendant View, including the orientation of the chart (top-down or left-right), number of generations you want to be displayed, [photos](#), colors and more. 3D Family Tree remembers your report option settings from the last time you ran the program. If you regularly use the same options and do not want to see the options screen each time you run this report, disable the **Always show options before printing** check box.



Contents

- # of Generations. Choose from one to as many generations as are in the file.
- Date format. Select **Long Date** (4 Jul 1776), **Short Date** (1776), or **No Date**.
- Events. Select one or more of the following events to include in your chart: **Birth, Christening, Marriage, Death, Burial, LDS Ordinances** or **Check All** to display every available event, including user-defined events. If an event has a Description, it will appear along with the place name in the Family Group View (following the place name).
**Note: LDS Ordinances will not print if the "[Show LDS Events](#)" option has been turned off.*
- Print place-names. Select this to print the name of the place where an event occurred.
- Choose from **All descendants, Male lines, Y chromosome DNA, or Mitochondrial DNA**.
 1. **All descendants** - Select this to print both the male and female descendant lines.
 2. **Male lines** - This chart includes the male line of descendants including one generation of daughters, however, daughters' lines are not pursued.
 3. **Y chromosome DNA** - This chart includes only the males and their spouses, however, if creating a color chart, only the males appear in color.
 4. **Mitochondrial DNA** - This is a type of DNA that is carried by both the men and women but is only inherited from their mother. This chart will include only those in your direct maternal line, meaning the mother, her children, and since only the females can pass this on, the charts continue with the children of the daughters and so forth.
- Cousin Smart. Select this to ensure that duplicate ancestors or descendants are not repeated for distant cousins who marry. The common ancestor will be printed in a box with horizontal gray line fill. (Not available for the Bow Tie view.)
- Include photos. Select this to display a [photo](#) for each individual who has a photo.

Layout

- Chart scale. Enter a value greater than 100 to increase the size of the chart. A value less than 100 will shrink the size of the chart. All boxes, lines, and text will be scaled accordingly.
- Chart Orientation. Choose the **Top-down** option to create a traditional descendant chart where the

subject is displayed at the top in the center, with descendants printed underneath. Select the **Left-to-right** option to print a chart where the subject is displayed on the left in the center of the chart, with descendants printed to the right of the subject.

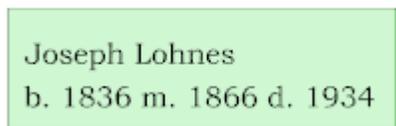
Box

- Box style. Select from one of three box types: **simple box**, **drop shadow**, or **no box**.
- Line width. This option sets the line width of the box outline and the connecting lines between boxes. Choose a smaller size for charts to be put in binders or books, and a heavier point for wall charts or emphasis.
- Box width. Set minimum and maximum widths for the boxes. Note: The program may range within the box widths you specify to ensure that no box is split between two screens when it is displayed.

Tip: 3D Family Tree will automatically adjust to U.S. (inches) or metric (centimeters) units of measure depending on the regional settings in your Windows operating system. This applies to chart and box sizes, as well as margins and indent options for your charts and reports.

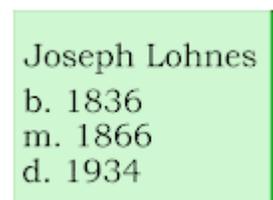
- All boxes same width. Select this if you want all the boxes in the same generation to be the same width; otherwise individual boxes will be separately sized to fit the text in each box.
- New line after name. Select this to start a new line for each event displayed in the box; otherwise the program will attempt to display the events on the same line, even with the name if they fit. Turning this option off can reduce the length of your chart.

New line =
OFF



Joseph Lohnes
b. 1836 m. 1866 d. 1934

New line = ON



Joseph Lohnes
b. 1836
m. 1866
d. 1934

- Limit photo height. This option will limit the height of your photo so that the size of the image will not increase past the specified size when the box width is increased. The photo will be centered in the box.

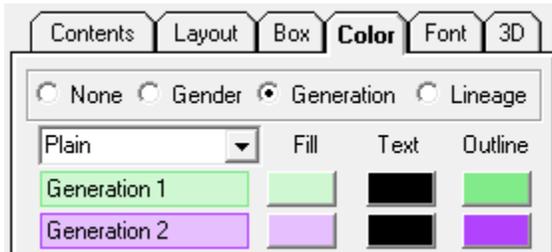
Color

- Color style. Choose from three color options: Gender, Generation, and Lineage. Or, select "None" to create a standard black and white chart. See [Color Charts](#) for samples of each option.

Tip 1: 3D Family Tree can now use custom color events created in genealogy to assign specific Fill, Text and Outline colors to individuals on your charts. See [Individual Custom Colors](#) for more details.

*Tip 2: When coloring the descendant line by Lineage, the box color of the subject of the view is taken from the color selected in Generation 1 of the Generation color style. This is also true for the subject of the Hourglass View. To change the subject color of an Hourglass View select the **Desc. Color** tab, select **Generation** and change the color of **Generation 1**.*

- Fill, Text & Outline colors. To change the fill, text or outline color within a style, click on the corresponding box and choose the color of your choice.

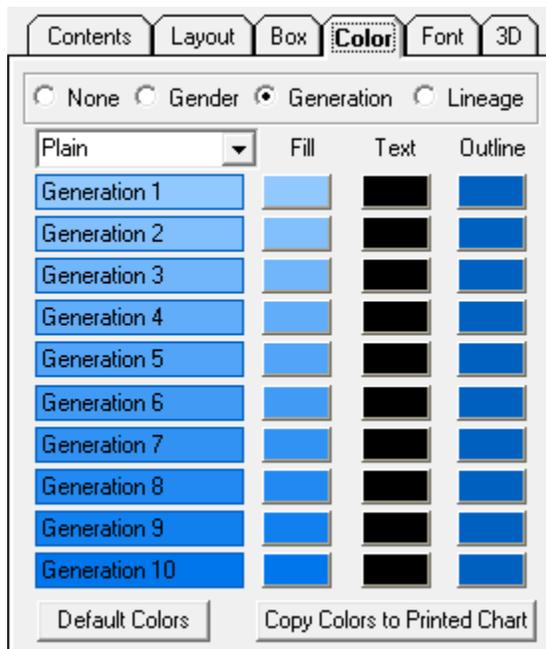


- Default colors. To return to the program's default colors for all color styles within a chart dialog click the **Default colors** button.
- Copy colors to Printed Chart. Copies colors currently in view to the corresponding option in the chart dialog. For example, when the **Copy colors to Printed Chart** button is selected within the Ancestor View options dialog, with color by Gender in view, the Gender colors in the Ancestor Chart will be changed to match.

Here's a Neat Trick!!

You can quickly and easily change your colors within a style to be shades of the same color, in ascending or descending order. Although the following instructions use fill color as an example, they can be applied to fill, text and outline colors.

1. Select your starting fill color by clicking on the first box and choosing the desired color.
2. Press the **Ctrl** key on your keyboard and left click on the first box. This copies the color.
3. Press the **Shift** key on your keyboard and left click on the bottom fill box. This pastes the color.
4. Change the color of this box to a lighter or darker shade, or to a different color.
5. Press the **Ctrl & Shift** keys, then click on the bottom fill box. All boxes in between will be colored in shades that are a transition from the first to the last color. This also works with any intermediate range of boxes (3–7, 5–9, etc).



Font

Font. This preference allows you to select font type, style, and size for your reports and charts. Click the **Font** button; the standard Windows font dialog will be displayed. Select from the list of available fonts, style, and size; then click **OK**.

Font Tips:

1. When using the Preview and Publish features, it is recommended that **TrueType** fonts are used. Other font types, such as PostScript, may not be supported.
2. 3D Family Tree does not allow the selection of some early Windows System fonts, originally included for backward capability purposes, such as Modern, Roman, Script and Terminal. If you would like to use one of these font styles, please select a similar **TrueType** version.

3D

- Z-gap. Select the distance you want between the panes in the third dimension.
- Background color. Select the color desired for the 3D chart background.

3D Family Tree

Creating a 3D Family Tree:

1. Start by creating an ancestor or descendant tree. Click on **View 3D** in the menu bar and select either **Ancestor 3D Chart** or **Descendant 3D Chart**.

OR

Click on the green **3D** button in the tool bar and select either **Ancestor 3D Chart** or **Descendant 3D Chart**.

2. The first time, the program will automatically flip to the second, 3D window.
3. 3DFT requires a graphics card (video adapter). Some PCs may not have one, in which case the program will display an error message. Typical video adapter cards are made by NVIDIA (GeForce) or ATI (Radeon). 3DFT can work with older or low-end cards, at DirectX ver. 9 (2002).
4. Press F3 to display video card specifications, and frame rate. If it says "MultiSamp NONE" the lines will be jagged (aliased).
5. The more information you display (people, events, places, photos), the lower the frame rate. A rate of 30 fps (frames/sec.) or more is good. Below 20 fps it will appear sluggish. I average 140 fps on my PC. I have seen 750 fps on a top-end "gamer" PC.
6. DirectX programs are CPU-intensive, consuming all available CPU cycles. It's assumed the program will be used exclusively while it is running.
7. To get back to the main window, click on **View, Main Menu**.

Adding to your 3D Family Tree:

Each person within your chart has their own box. Right clicking on an individual's box allows you to select their Ancestors, Descendants or Siblings where available. These new trees will appear in a new Z-plane (depth), or underneath in the case of Siblings' Descendants, adding to your current chart.

Hiding individuals from your 3D Family Tree:

1. Right click and select **Hide** to make the person's ancestors and descendants temporarily disappear, and the person's box will become transparent.
2. Right click and select **Show** to make them re-appear.

Moving around your 3D Family Tree:

- Press F4 to show the sliders. The sliders are used when you have more than one layer. On the left side, the top slider masks successive planes (Z-threshold) and the bottom slider increases the distance between the planes (Z-plane). The slider on the top right enables you to move your chart closer or further away.
- Left-click & drag the mouse to move the tree around.
- Shift + left-click rotates (move mouse left-right or up-down).
- Control + left-click zooms in & out (move mouse up-down).
- Up/down key zooms in/out. Holding down Control at the same time will accelerate the zooming.
- Pressing Home returns the tree to its original position.

KEY		SHIFT	CTRL
Left mouse	Drag	Rotate	Zoom
Up	Zoom Out		Zoom Out fast
Down	Zoom In		Zoom In fast
Home	Reset		
F3	Show stats		
F4	Show sliders		

Saving your 3D Family Tree:

1. Create your chart view (make sure it is displayed on the screen).
2. From the menu bar, click **File**.
3. Click **Save Tree File**.
4. Enter the file name and path to save the image on the hard disk.
5. Click **Save**.

Publishing your 3D Family Tree:

You can publish your 3D Tree as a VRML (Virtual Reality Modeling Language) or X3D file. The VRML and X3D files can be stored on a Website, or emailed as an attachment. Anyone can view the VRML and X3D files by using a free plug-in to their browser.

1. Create your chart view (make sure it is displayed on the screen).
2. From the menu bar, click **File**.
3. Click **Publish**.
4. Enter the file name and path to save the image on the hard disk.
5. Click **Save**.

To save a copy of your 3D Family Tree (current screen image only) to your hard disk:

A special feature in 3D Family Tree allows you to save a copy of the screen image. This screen image is saved as a graphic file (BMP, JPEG, GIF, or PNG) on your hard disk. You can then use this file in other documents you create with your word processor, desktop publisher, or image editing software. For example, you can add your personal comments (annotations) with Microsoft's Paint program (included in your Windows accessories group). From the Paint program you can also print in color if you have a color printer.

1. Create your chart view (make sure it is displayed on the screen).
2. From the menu bar, click **File**.
3. Click **Save Screen Image**.
4. Enter the file name and path to save the image on the hard disk.
5. Select the file type by selecting the down arrow next to **Save as type** and clicking on the desired format.
6. Click **OK**.

Special Features

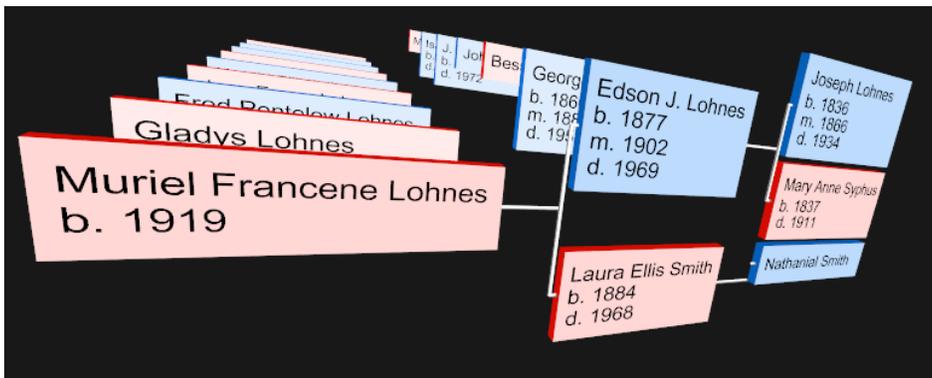
Color Charts

3D Family Tree offers three color styles for your charts; choose to color by [gender](#), [generation](#), or [lineage](#). Use our professionally selected default colors or choose your own - it's up to you! Of course, we still offer our traditional black & white (No Color) option as well. Colors can also be applied to chart views. For help applying colors to your charts see the Options topic for the chart of your choice.

As an added bonus, you can assign custom colors to [individuals](#) in your genealogy database so that they always print with your specified outline, fill and text colors, unless the No Color option is selected.

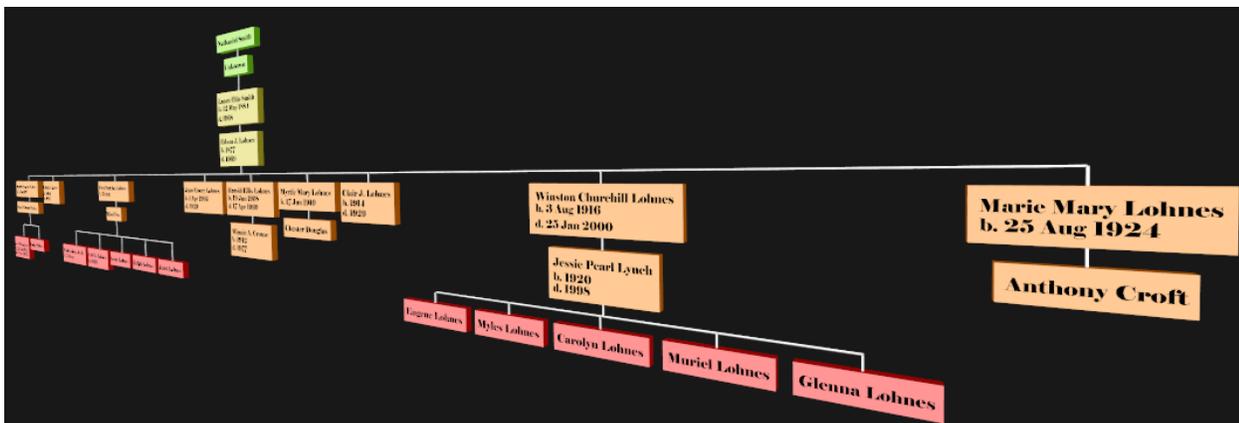
Color by Gender

Choose this option to color each box according to the gender of the individual.



Color by Generation

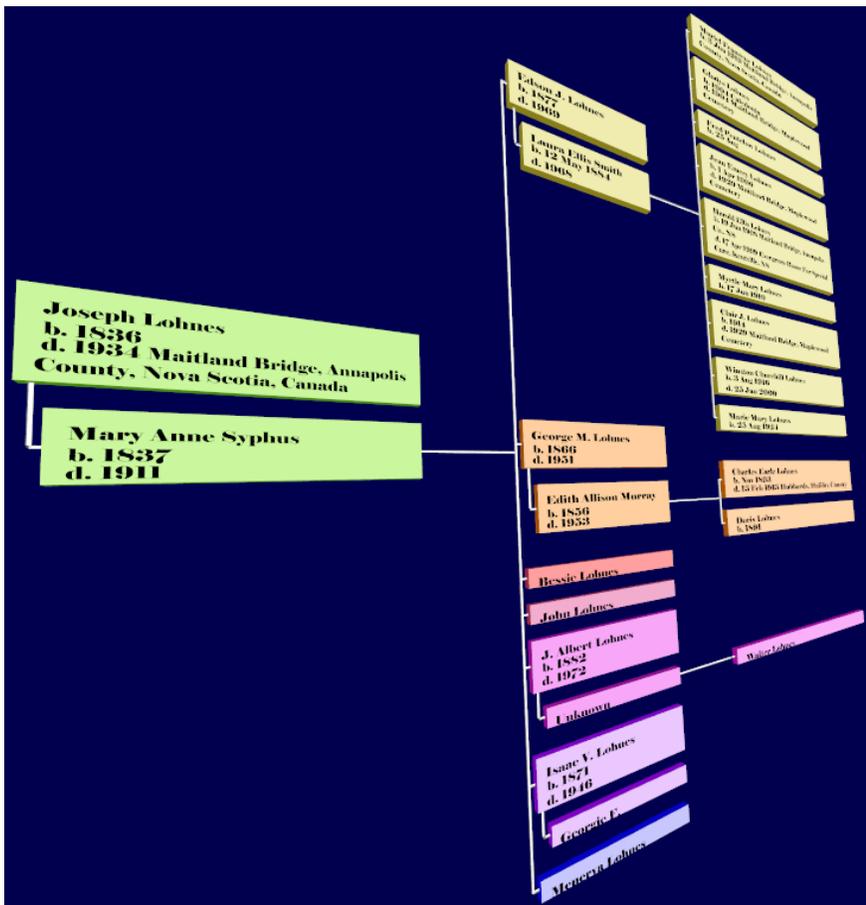
When the Color by Generation option is selected each generation of ancestors or descendants is assigned its own color.



Color by Lineage

Color by Lineage is really two options in one, and can look quite different, depending on whether it is applied to an ancestor or descendant chart. If in an ancestor chart, this option will assign a different color to the following four lines:

1. Father of the Father
2. Mother of the Father
3. Father of the Mother
4. Mother of the Mother



If the Lineage option is selected in a descendant chart, 3D Family Tree will assign a different color to each of the subject's children and their descendant line.

Individual Custom Colors

3D Family Tree can now use custom color events created in genealogy to assign specific Fill, Text and Outline colors to individuals on your charts. Individuals who have been assigned a custom color will always print in the box color of your choice, regardless of the color scheme chosen in 3D Family Tree, unless the No Color option is selected.

To assign custom colors to individuals:

1. Open up your family file in genealogy.
2. Browse to and double-click on a desired individual to bring up the Individual's Information dialog box.
3. Under Events/Facts, select the **Add** button.
4. In the Event field, enter the word **Color**.
5. In the Description field enter the colors of your choice for the Fill, Text and Outline colors, in that order, placing a space between each color choice. Colors may be entered as follows:
 - i. **Red Green Blue (RGB) Values** (i.e. 255,0,0 0,0,0 0,255,0)
 - ii. **HTML Color Codes** (i.e. #FF0000 #000000 #00FF00)
 - iii. **Color Words** (i.e. Red Green Blue)

Tip: The following seventeen color words are supported by 3D Family Tree:

Black, Green, Silver, Lime, Gray, Olive, White, Yellow, Maroon, Navy, Red, Blue, Purple, Teal, Fuchsia, Aqua, Default. If Default is entered, 3D Family Tree will use the color selected within the Color tab of the Chart Options dialog.

For example, 3D Family Tree created this box:

Crystal Dawn Deveau

By entering the following information in genealogy:

The screenshot shows the 'Edit Event for Crystal Dawn Deveau' dialog box. The 'Event' field is set to 'Color'. The 'Description' field contains the text '255,149,149 black red'. The 'Date' and 'Place' fields are empty. The 'Notes' section is empty. The 'Refresh Sentence' checkbox is checked. The 'Private' checkbox is unchecked. The 'Strip HTML' button is visible. The 'Save', 'Cancel', 'Spell Check', 'Wordwrap...', 'Zoom...', 'Clear', 'Repeat', and 'Help' buttons are also visible.

Photos

3D Family Tree supports the following file formats:

Windows Bitmap	*.bmp
Encapsulated PostScript	*.eps
JPEG	*.jpg
PC Paintbrush	*.pcx
Photo CD	*.pcd
PhotoShop PSD	*.psd
Portable Network Graphics	*.png
Targa	*.tga
Tagged Image File Format	*.tif
Windows Metafile	*.wmf

Note: PhotoShop PSD (.psd) images will not display in the Family Group View. However, they will print in charts.*

To include photos in your charts:

1. Open the options dialog window for the chart.
2. Check the Include photos box (remove the check mark to disable).

Selecting the photo size

For box charts:

For box charts you can limit the height of the photo so that the size of the image will not increase past the specified size when the box width is increased. Simply select **Limit photo height** in the **Box** tab of the chart options dialog and enter the desired maximum height.

If you choose not to limit the photo height, the photo width will be automatically sized (smaller or larger) to the width of the printed box. The length will vary proportionately so the photo will always retain its original aspect ratio (width to length).

Tip: The photo is always printed beneath the name and event information for the individual, in the center of the box. You cannot change the position of the photo.

Note: 3D Family Tree will automatically adjust to U.S. (inches) or metric (centimeters) units of measure depending on the regional settings in your Windows operating system. This applies to chart and box sizes, as well as margins and indent options for your charts and reports.

Match List

The [Search](#) function produces a list of individuals who match the search criteria you specify, to a maximum of 32,000 names. You can select individuals from this list, save to a file, or print a report of the match list. For example, you could find and print all people with the same surname who were born in the same town.

To select an individual from the match list:

1. Scroll through the list box to the desired individual.
2. Double-click on the individual's name.

The program will now display the Family Group View for the selected individual.

To save the match list to a file (.csv):

1. Click on the **Save** button.
2. Enter a file name for your match list.
3. Click **Save**.

The program will save the contents of the match list to a "comma-separated values" file (.csv). You can open this file with a word processor or spreadsheet.

To view the match list at any time:

- Select **View** on the menu bar, and click on **Match List**.

User Preferences

Setting Your Preferences

3D Family Tree lets you customize many features for the views and reports, as well as deciding how you interact with the program. For your convenience, the following options are available on the menu bar under **Preferences**, then **Options**: [Status bar](#)

[Substitutions](#)

[Surnames](#)

[LDS Events](#)

Substitutions

3D Family Tree will make the following substitutions in all applicable reports. This affects only the presentation of events in the reports and does not change the files in any way.

- Substitute christening event information when birth is not known.
- Substitute burial event information when death is not known.

To disable substitution:

1. From the menu bar, select **File**, then **Preferences**, and click on **Options**.
2. Deselect **Substitute Chr. and Burial**.
3. Click **OK**.

Surnames

There are two alternatives for printing and displaying surnames. You can choose:

- **As entered**. For example, VanBuren will appear as VanBuren.
- **Uppercase**. For example, VanBuren will appear as VANBUREN.

This user option affects the presentation of all surnames in 3D Family Tree but does not change or update the files in any way. The only exceptions are the Register and Ahnentafel reports, where you can select various surname formats for those reports only.

To change the way surnames are displayed or printed:

1. From the menu bar, select **File**, then **Preferences**, and click on **Options**.
2. Choose **As Entered** or **Uppercase**.
3. Click **OK**.

LDS Events

3D Family Tree allows you to choose whether to show/print LDS Events. This affects only the presentation of your database in 3D Family Tree and does not change the files in any way.

- If the Show LDS Events box is selected, you will have the ability to include LDS Events in all reports and charts.
- If the Show LDS Events box is NOT selected, LDS events will not appear in any views or reports. Also, the LDS Event option will be grayed out in all Options dialog boxes.

To show/not show LDS Events:

1. From the menu bar, select **File**, then **Preferences**, and click on **Options**.
2. Check the **Show LDS Events** box.
3. Click **OK**.

Status Bar Preference

The status bar can be turned off so that more of the screen is available for viewing information.

To turn the status bar on or off:

- From the menu bar, select **File**, then **Preferences**, and click on **Status Bar**.

A check mark next to Status Bar indicates this option is on.

Submitter

The submitter preference provides 3D Family Tree with personal information that can be printed as a footer in your reports and charts.

The submitter information is initialized to the values defined in your genealogy program each time you run 3D Family Tree.

Important. If you wish to make a permanent change to your submitter information, you should do it in genealogy. 3D Family Tree will allow you to temporarily change the submitter information to print on your reports; however, this information is not updated in genealogy.

To change the submitter information:

1. From the menu bar, select **File**, then **Preferences**, and click on **Options**.
2. Click on the **Submitter** tab.
3. Enter or change your personal information and comments.
4. Click **OK**.

Restoring Defaults

You can set your own options for the views, reports, and [user preferences](#). At any time, you can restore these options to their original default values.

To restore the default options:

1. From the menu bar, select **File**, then **Preferences**, and click on **Options**.
1. Click **Restore** under the General tab.
2. Click **OK**.

Glossary

AFN (Ancestral File number)

A number used to identify each record in Ancestral File, a program in FamilySearch™ containing millions of names from throughout the world that are organized into family groups and pedigrees.

Confidential Notes & Events

3D Family Tree will save your preferred setting for this option until otherwise selected or defaults are restored to print "Non-Private" notes only.

Events marked private will never show or print in 3D Family Tree unless they are edited to be non-confidential in your genealogy program.

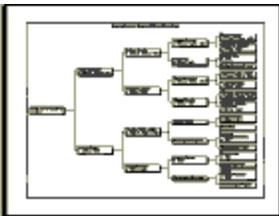
Cousin Smart

This option ensures that common ancestors or descendants for two distant cousins who marry are not repeated on the same chart, resulting in a smaller chart on less paper. This is also known as Pedigree Collapse, or Implexus.

ID number

This number is assigned by the original author or compiler(s) of this record. This number may not be unique and can contain alpha characters or, as in many cases, nothing at all. It is another way individuals or groups may be identified and found in the file.

Landscape

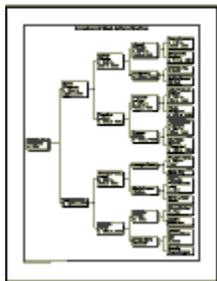


Width is greater than Height.

LDS Ordinances

Religious events unique to the Church of Jesus Christ of Latter-day Saints, including **Bapt/L** - Baptism (LDS), **Endow.** - Endowment, **Seal/P** - Seal to parents, **Seal/S** - Seal to spouse.

Portrait



Height is greater than Width.