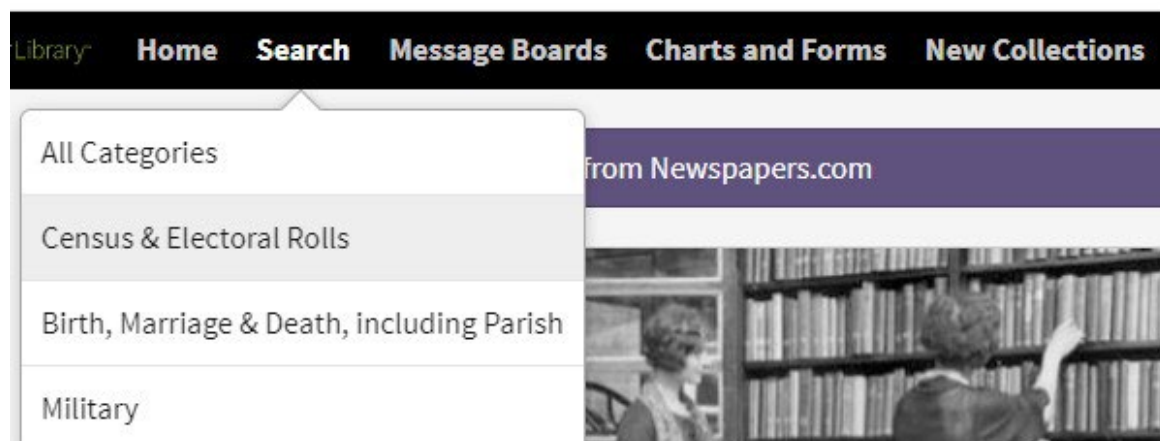


An Introductory Guide to Ancestry Library Edition

This guide will provide an introduction to key collections from the most widely researched areas:
Census collections / Births, Marriages & Deaths / Military.

Census collections

> Select **Search** (top bar) > select **Census & Electoral Rolls** (drop-down)



Rather than being flooded with results across the whole range of databases, it is best to target specific census collections. The first (and most basic) census undertaken in the UK was in 1841 and they have subsequently been taken every ten years. They become available for public access after 100 years; the 1921 census will be released on 1 January 2022. Note: Scotland is not included on Ancestry, but can be accessed for a charge via <https://www.scotlandspeople.gov.uk>

> From the far right column 'Narrow by Category' select either 'U.K. Census Collection' or a specific year (1841-1911).

A screenshot of the 'Census & Electoral Rolls' search page. The title 'Census & Electoral Rolls' is in large black font, with a link 'View sample images and collection details' below it. The search form has an orange 'Search' button and a checkbox for 'Match all terms exactly'. It includes fields for 'First & Middle Name(s)', 'Last Name', 'Year' (with a 'Birth' label), and 'Location' (with a 'Lived In' label). There are also fields for 'Any Event' and 'Add family member' (with options for Father, Mother, Sibling, Spouse, Child). At the bottom, there are fields for 'First & Middle Name(s)' and 'Last Name' for a family member, with a 'Father' label and a close button. On the right, a 'Narrow by Category' section lists various census collections: 'U.K. Census Collection', '1911 England & Wales Census Collection', '1901 U.K. Census Collection', '1891 U.K. Census Collection', '1881 U.K. Census Collection', '1871 U.K. Census Collection', '1861 U.K. Census Collection', '1851 U.K. Census Collection', and '1841 U.K. Census Collection'.

For illustration purposes we have selected the 1911 England & Wales Census Collection, currently the most detailed census return available.

> Enter the name and known details of the person you are searching for. As you type, the 'lived in' field will automatically provide locations to choose from e.g. Birmingham, Warwickshire / Birmingham, Alabama. There are further fields (not shown below) where you can enter a marriage date, family members and if required a keyword.

Tips: Do not be over-specific when searching e.g. entering all the family members or all the middle names; the entire household may not have been in the property on that spring date and some may be known by names other than their christened names (e.g. Bill rather than William). You can allow for some leeway in 'Year' searches by clicking on 'Exact' under the entered date and allowing +/- variations (1,2,5 and 10 years); just one or two years can prove very effective, as in some households - especially large ones - precise ages were not always known.

NB: For those over 15 in the 1841 census ages were rounded down to the nearest five years, hence 19 would be listed as 15. It is important to bear this in mind when searching future records; a person recorded as 15 in 1841 may not prove to be 25 in the 1851 census (unless they were truly 15). Also, until 1911 middle names were not frequently recorded in census returns. Starting in 1911 the head of the household completed the form, rather than a census taker.

The screenshot shows the search interface for the 1911 England & Wales Census. At the top, the title "1911 England & Wales Census" is displayed. Below the title, there is a search bar with a "Search" button and a checkbox for "Match all terms exactly". The search criteria are as follows:

- First & Middle Name(s):** arthur
- Last Name:** powell
- Exact:** checked (indicated by a checkmark)
- Year:** (empty field)
- Location:** e.g. London, England
- Lived In:** (empty field)
- Wandsworth Earlsfield, London, England:** (selected location)

Viewing and interpreting results

The screenshot shows the search results for Arthur H Powell. The results are displayed in a table with two columns: "Records" and "Categories". The "Records" column shows the following information:

- Name:** Arthur H Powell
- Birth:** Wandsworth Surrey England
- Residence:** 1911 Wandsworth London England

The "Categories" column shows the following information:

- 1911 England Census** (with a small icon)
- 1910S**
- View Image** (link)

If you hover over '1911 England Census' (left of your result) you will see an overlaid transcribed version of the census page. To view the original scanned version select 'View Image'. If you select '1911 England Census' you will see the transcribed version with 'Suggested Records' on the right. These often appear when using Ancestry and may (or may not) be further records linked to your individual - so be careful. If you need to edit your search from the results page use 'Edit Search'

(far left of the screen) to save re-entering all the information.

CENSUS OF ENGLAND AND WALES, 1911.

Before writing on this Schedule please read the Instructions given on the other side of the paper, as well as the headings of the Columns. The entries should be written in Ink.

The contents of this Schedule will be treated as confidential. Strict care will be taken that no information is disclosed with regard to individual persons. The returns are not to be used for proof of age, as in connection with Old Age Pensions, or for any other purpose than the preparation of Statistical Tables.

NAME AND SURNAME	RELATIONSHIP to head of Family	AGE and SEX	PARTICULARS as to MARRIAGE		PROFESSION or OCCUPATION of Person aged ten years and upwards		BIRTHPLACE of every person	NATIONALITY of every person born in a Foreign Country	INFIRMITY
			For Males, write "Single," "Married," "Widowed," or "Unmarried."	For Females, write "Single," "Married," "Widowed," or "Unmarried."	Personal Occupation	Industry or Service with which person is connected			
James F. Powell	Head	62	Married	24	Govt. Service, Post Office	Worker	London, Westminster	English	
Caroline Powell	Wife	47	Married	24			Surry, Wandsworth	English	
Caroline F. Powell	Daughter	24	Single		Pressmaker	Worker	Surry, Wandsworth	English	
Arthur H. Powell	Son	18	Single		Radical, Gaps, Office	Worker	Surry, Wandsworth	English	
Henry F. Powell	Son	12			School		Surry, Wandsworth	English	
Seamus O. Powell	Son	10			School		Surry, Wandsworth	English	
Alfred E. Powell	Son	7			School		Surry, Wandsworth	English	
William E. Powell	Son	2			School		Surry, Wandsworth	English	

(To be filled up by the Enumerator)

Write below the Number of Rooms in this Dwelling (House, Tenement, or Apartment). Count the kitchen as a room but do not count outhouses, lavatories, lobby, closet, bathroom, nor verandah, office, shop.

6 2 8

(To be filled up by the Head of Family or other person in occupation, or in charge, of this dwelling)

I declare that this Schedule is correctly filled up to the best of my knowledge and belief.

Signature: James Frederick Powell

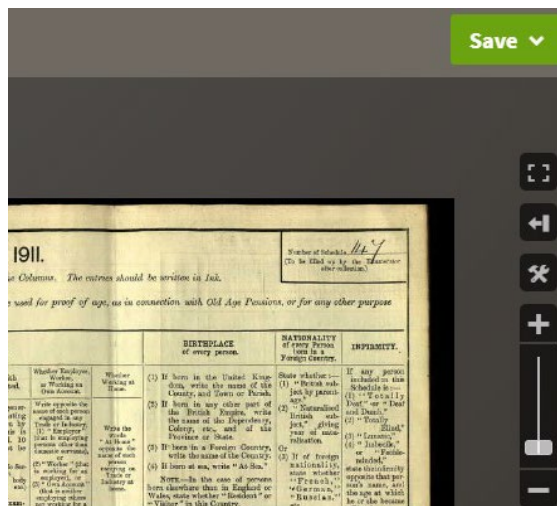
Address: 4 Baber's Lane, Wandsworth

As completed by the head of the household, the 1911 census provides: Name, head (or relation to), age, marital status, years married, number of children (living & deceased), profession or occupation, birthplace, nationality and infirmity. The foot of the record provides total occupants, number of recognized rooms and address.

Zooming in/out, Emailing, Saving and Printing

- > To zoom in or out select and move the bar (far right).
- > To email or save the image select 'Save' (top right).
- > To print select the crossed hammer and spanner (far right) then select 'Print' (top).

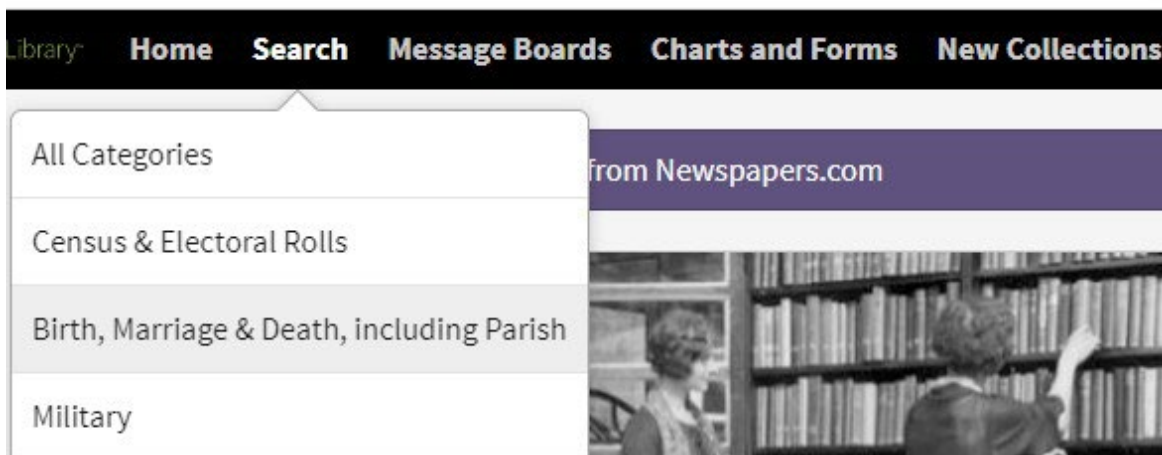
These instructions apply to all viewable images of scanned documents.



Birth, Marriages & Deaths

Civil registration in England and Wales was introduced in 1837. For information prior to this, parish registers are the primary source - these can go back to 1538.

> Select **Search** (top bar) > Select **Birth, Marriage & Death, including Parish** (drop-down)




The search fields are virtually the same as those for the census and electoral rolls (p.1). Remember if you need to edit your search, from the results page use 'Edit Search' (far left) to save re-entering all the information.

Obtaining certificates

Civil registration results provide a transcribed index page. With these details you can order a copy of the original certificate via <https://www.gov.uk/order-copy-birth-death-marriage-certificate> Cost £11 (as of Sept. 2020).

Arthur Henry Powell

in the England & Wales, Civil Registration Birth Index,



View

Search for Arthur Henry Powell in the UK Census Collection

Search for Arthur Henry

Name:	Arthur Henry Powell
Registration Year:	1893
Registration Quarter:	Apr-May-Jun
Registration District:	Wandsworth
Parishes for this Registration District:	View Ecclesiastical Parishes associated with this Registration District
Inferred County:	London
Volume:	1d
Page:	718

NB: Births, marriages and deaths were registered in Quarters (see above). Do not take it as gospel that the event (except marriages) took place in the quarter it was registered. For example, a birth in December 1890 may not have been registered until the March quarter of 1891. Not all events were registered, especially before 1875 when tougher measures came in.

What ordered certificates will tell you:

Birth:

Name, registration district, father and his occupation, mother's maiden name (from Sept. 1911), signature (or mark) and address of informant.

Marriage:

Date and place, bride and groom, marital condition, ages (often given as 'full age' or 'minor' - under 21), occupations, residence, fathers and their occupations, banns or licence, signatures of those marrying and at least two witnesses, name of clergyman.

Death:

Name, date and place, cause, age (from June 1969 the date of birth is given instead), occupation, name with address and signature of informant.

Obtaining certificates for the rest of the British Isles

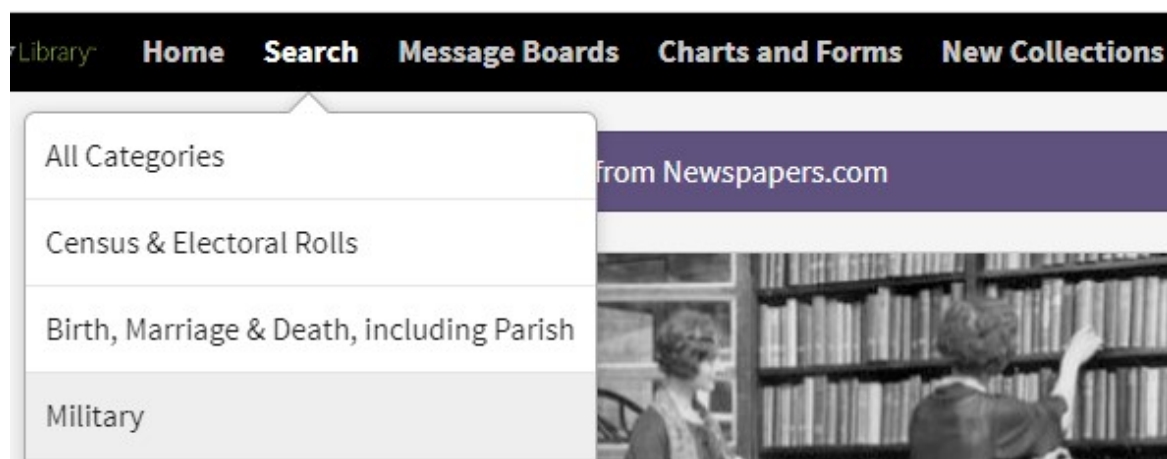
The National Archives have produced a comprehensive guide for ordering certificates for Scotland, Ireland and Northern Ireland:

<https://www.nationalarchives.gov.uk/help-with-your-research/research-guides/birth-marriage-death-scotland-and-ireland>

Military

We are going to look at three British Army World War One databases, namely Medal Rolls Index Cards, Service Records and Soldiers Died in the Great War.

> Select **Search** (top bar) > select **Military** (drop-down)



Medal Rolls Index Cards

> On the next page the main UK military collections are listed under 'Featured data collections' (lower right) > Select 'UK, British Army World War I Medal Rolls Index Cards, 1914-1920'.

> Enter your search terms; there are only five available fields.

NB: Regimental numbers: Not until 1920 was army numbering sorted into a 'one man one number' system. During the Great War it was even possible for the same number to be repeated within the same regiment.

Viewing and interpreting results

> Select 'View images' (far right of soldier's name)

Name	Corps	Reg. No.	Rank	Date of Discharge	Cause of Discharge
Ridley, William, Arnold	Som. L. I.	20481	Lt. Col.	10.5.17	Trans. to C. P. Army Res
				8.12.15	Wounds.

Date of application (a) Badge (b) Medal

No. of File

Address of applicant:—

Action taken List C. 594.

W5658—8733 60,000 8/16 HWV(P113) G16/1202
9184—H23 8 200,000 11/16

Above is the Medal Roll Index Card for William Arnold Ridley, who as Arnold Ridley went on to play Private Godfrey in the classic sitcom *Dad's Army*. From this we learn his Regiment (Somerset Light Infantry), Number (20481), Rank (Lance Corporal), Date of Enlistment (8.12.1915), Date of Transfer (10.5.1917), Cause of Discharge (Wounds) and Medals awarded (Victory War Medal & British War Medal).

There are three types of Index Cards: two standard and the above (a Silver War Badge Card). The most common type can provide the theatre of war (France, Egypt etc.) date of arrival overseas.

NB: Every person who saw service overseas was entitled to two campaign medals: the British War Medal and the Victory Medal. In addition, men who were in France and Flanders between 5 August and 22 November 1914 were awarded the 1914 Star. Men who served overseas between 5 August and 31 December 1915 were awarded the 1914-15 Star. Two other campaign medals

were awarded - the Territorial Forces War Medal and the Silver War Badge (for those discharged due to wounds or sickness). Note: Not all officers applied for their campaign medals - so if an officer did not apply there will be no medal index card.

British Army World War I Service Records

> Under 'Featured data collections' (lower right) select 'UK, British Army World War I Service Records, 1914-1920'.

When inputting information for a Service Record, minimal is often best. The example opposite has only first and last name, plus regiment.

Surviving campaign medals can speed up a search, as the regimental number can be located on the rim.

Service records infrequently recorded middle names. Proof of age was not required upon enlistment so the year of birth may not be accurate (use the year tool, see census tips (p.2) to allow for any variation).

The screenshot shows the search interface for 'UK, British Army World War I 1914-1920'. It includes a 'Search' button and a checkbox for 'Match all terms exactly'. The form has several input fields: 'First & Middle Name(s)' (containing 'arthur'), 'Last Name' (containing 'powell'), and checkboxes for 'Exact...'. Below these are fields for 'Birth' (with sub-fields for Day, Month, and Year), 'Lived In', 'Marriage' (with dropdown menus), and 'Any Event'. Each of these fields has a placeholder 'e.g. London, England'. There is a section for 'Add family member' with tabs for 'Father', 'Spouse', and 'Child'. Each tab has fields for 'First & Middle Name(s)' and 'Last Name', with a clear 'x' button next to each. Below this is a 'Keyword' field with a placeholder 'e.g. teacher or "Tower of London"'. There is a 'Regimental Number' field and a 'Regiment Name' field (containing 'royal sussex') with an 'Exact' checkbox.

The results on Ancestry are for Non-Commissioned Officers and other ranks. Unfortunately, a large percentage (approximately 60%) were destroyed in 1940 when bombs fell on the Army repository. The salvaged service records are referred to as the 'burnt records'. The fire damage is often evident when viewed online - along with consequent water damage. The undamaged records, those recovered from other government departments, are referred to as the 'unburnt records'; they are 'service records derived from pension claims'. Surviving records can range from one page to sixty, consequently information can extend to some or all of the following or more: name, address, place of birth, age (not always factual), trade, place and date of enlistment, service number/s, next of kin, siblings or children, theatre/s of war and units served in, conduct sheet, medical history and treatment, pension correspondence, medal claims and enquiries from relatives.

Tip: If your ancestor survived the War and you have no luck with Service Records try the Pension Records as listed under 'Featured data collections'.

NB: Over 217,000 officers' records are at the National Archives in Kew. They are supplementary

files (death, pension, correspondence etc.) - as two of the original three parts were destroyed during the Blitz.

If your ancestor stayed in the Army beyond 1920 then his service record will be with the Ministry of Defence's Army Personnel Centre (£30 as of Sept. 2020). Records of Guardsmen are held at the respective regimental archives (Grenadier, Coldstream, Scots, Irish, Welsh) in London.

Soldiers Died in the Great War

> Under 'Featured data collections' (lower right) select 'UK, Soldiers Died in the Great War 1914-1919'.

The search page allows for the addition of Decoration, Regiment, Battalion, Type of Casualty (died, died of wounds or killed in action) and Rank.

In its entirety a record can tell you birthplace, date of death, place of enlistment, rank, unit, service number, how they died and theatre of war.

Arthur Powell	
in the UK, Soldiers Died in the Great War,	
Name:	Arthur Powell
Birth Place:	Wandsworth, Surrey
Death Date:	3 May 1918
Death Place:	British Expeditionary Force
Enlistment Place:	Hastings
Rank:	Private
Regiment:	Royal Sussex Regiment
Battalion:	7th Battalion
Regimental Number:	G/17969
Type of Casualty:	Died of wounds
Theatre of War:	Western European Theatre
Other Records:	Search for 'Arthur Powell' in other WWI collections
War Diaries (France, Belgium, Germany):	Search for 'RoyalSussex Regiment' in the WWI War Diaries (France, Belgium, Germany) collection
War Diaries (Gallipoli):	Search for 'RoyalSussex Regiment' in the WWI War Diaries (Gallipoli) collection

The location of a soldier's grave or memorial is available through the Commonwealth War Grave Commission: <https://www.cwgc.org>



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