

Fold 3 Class Handout

Fold 3 was first called IArchives. IArchives was chiefly known for its historically significant and valuable collections and began in 1999. In January, 2007, I Archives was renamed to Footnote.com and launched over 5 million scans of historical documents. In October 2010, Ancestry.com purchased IArchives including Footnote.com. In August 2011, Footnote.com was rebranded as Fold 3- premier for military records(National Archives housed in Washington D.C). Traditionally, the third fold in some flag folding ceremonies honors and remembers veterans for their sacrifice in defending their country and promoting peace in the world. This website has everything from the American Revolution to casualties from the Iraq and “Afghanistan Conflicts. Other collections include the US Federal census beginning in 1860, Cherokee Indian Agency, City Directories, Civil war Confederate slave records, Dawes rolls enrollment cards- a census like listing by the Dawes Commission of 5 native American Tribes in 1898-1914. Dawes Packets- tribal members who received common property in return for abolishing their tribal governments. Also, contains foreign burial of American War Dead (soldiers buried abroad). There are collections with stories, photos and personal documents of the men and women who served. You can combine records found on this site with what you have in your own albums.

The Family History Center has access to this great website through the Portal from Salt Lake City. We receive it in the “Library Edition”. You can purchase this subscription on your own for a personal subscription access at home. The annual cost if purchased privately is close to \$50.00.

In the program, you can also save it to Ancestry.com by clicking “save to Ancestry” button in the viewer toolbar.

Log into Ancestry (if already logged into Ancestry, this step will be skipped)

Select the tree and person you wish to save the link to

Click “save” and it will be saved under sources /other sources

In the Fold 3 training center is a free course from Ancestry Academy-with topics in how to Search, Browse, Viewer (viewing documents, print and download, annotating documents, bookmarks, Save to Ancestry), creating a memorial Page, Your Gallery, Using Profile pages, and Managing your account.

Print and Download

When you find an image or document that you would like to print or download, you can do so from the viewer.

To Save from the Viewer

1. Click the Tools button in the viewer's toolbar
2. Click the Download button
3. Choose Entire Page or Select a Region
4. Select the file format you would like to download (JPG or PDF)

Save Location

When you save an image, the Viewer automatically saves it in your computer's Downloads folder, as specified in your browser. If you use Chrome or Firefox, you can change your browser's settings so that it always asks where to save files. Simply to the following:

Chrome:

1. Select the Menu button (the icon at the top that looks like three stacked horizontal lines)
2. Select "settings"
3. At the bottom of the settings tab, select "Show Advanced Settings..."
4. In the Downloads sections, check the box for "Ask where to save search file before downloading"

Firefox:

1. Select Menu button (the icon at the top that looks like three stacked horizontal lines)
2. Select "Options"
3. On the general tab, go to the Downloads" section and select "Always ask me"

To Print from the Viewer

1. Click "tools" button in the viewer's toolbar
2. Click "print" button
3. Choose "Entire page" or" Select a Region"
4. Follow instructions for printing

Keyboard short cuts: Print- CTRL P

Save- CTRL S