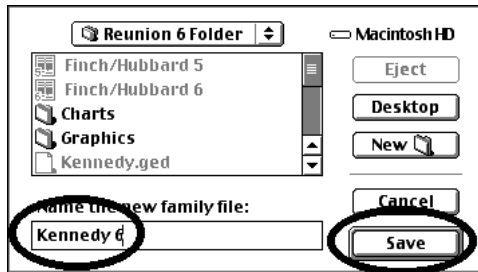
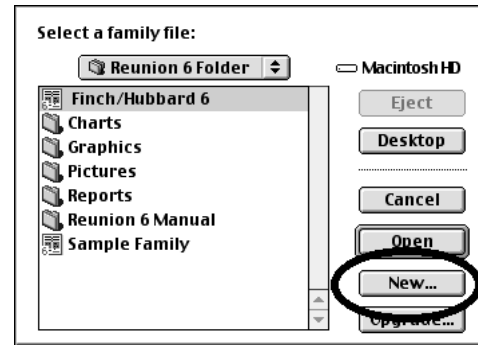


Moving a Gedcom File to Reunion 6™ and Setting Basic Options

If you change genealogy programs or if you receive a Gedcom file from another genealogist, you will want to move that genealogy data to your Reunion program.

In either case, I suggest you import a Gedcom file into a new (different name) Reunion family file. If the Gedcom file was received from another genealogists, you'll want to review it before merging it into your main family file.

Making a New Reunion File—Open Reunion, then click the **New** button. A **Save** dialog box opens (below).

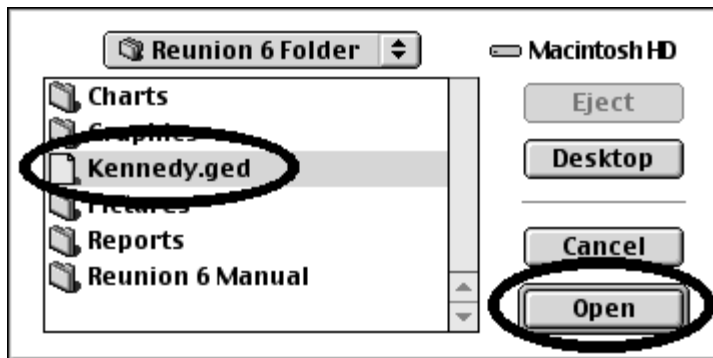


Type a **Name** for your new Reunion file and **Save** it.

RESULT: The new Reunion file opens with a blank Family Screen (or “card”) and a **Begin** dialog box (below) displayed over it.

Click the **Import Gedcom File** button on the **Begin** dialog box.

RESULT: An **Open** dialog box (below) is displayed.



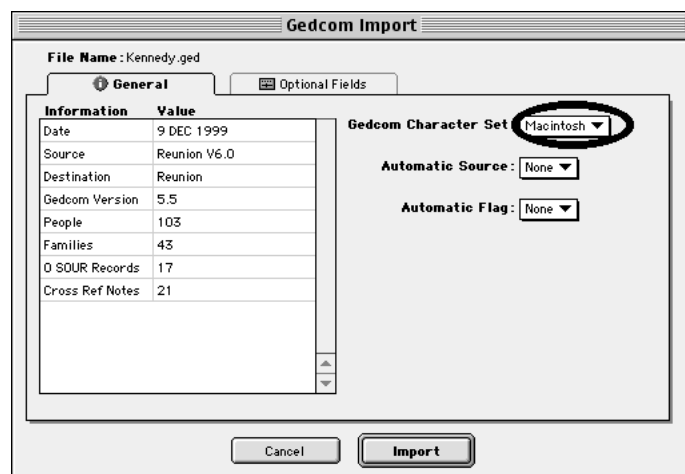
Navigate to find the Gedcom file (it has a “.GED” tag).

When found, click the **Open** button.

RESULT: The **Gedcom Import** dialog box (below) is displayed.

Checking the Gedcom Import—Click the **General** tab to read general information such as date created, source program, destination program, Gedcom version used, number of people, number of families, number of source records, and number of cross-reference notes.

If the file came from a PC program using Windows, change **Gedcom Character Set** to **Windows**. If it came from an MS-DOS program, change it to **MS-DOS**. This tells Reunion to properly convert the extended text characters.



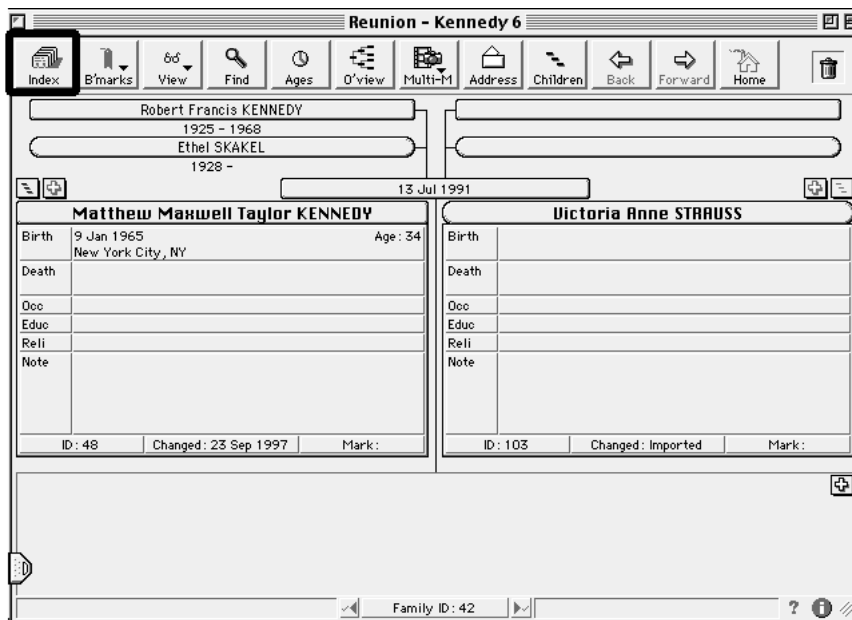
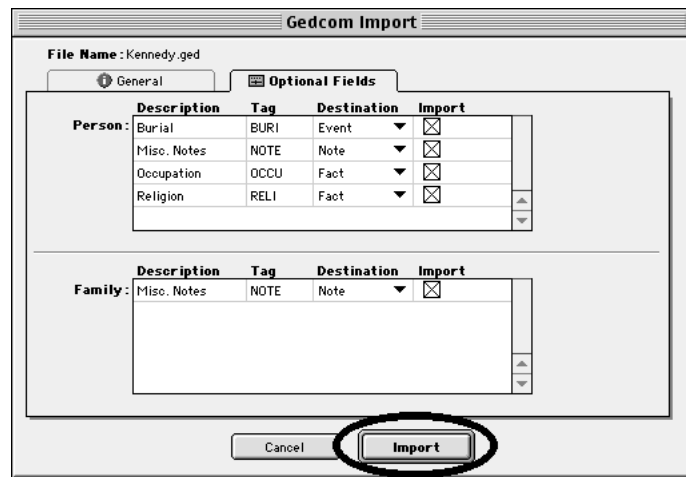
Leave the **Automatic** settings at **None** unless the imported file uses sources or flags. If it does, see your Reunion manual for details.

Click the **Optional Fields tab** to read the optional fields that were created by the originating genealogy program.

In this sample, there were four **Person** fields and one **Family** field created. If you don't want some of these fields imported, remove their checkmarks under the **Import** column.

When you are ready to import the new Gedcom file, click the **Import** button.

RESULT: Several progress-bars will run one-after-another indicating Reunion is creating a new Reunion file.



When finished, one of the Family Screens will appear looking something like the one shown at left. If you imported a Gedcom file made from a Reunion file, the **Home** button will work the same as it did on the original Reunion file.

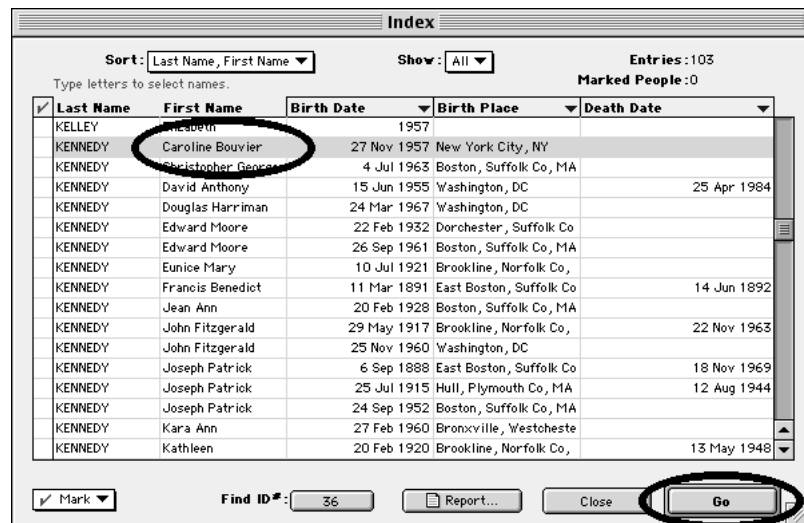
Determining a Home Family Screen—You may not want the original Home screen or this “random” screen as your Home screen, so click the **Index** button in the upper-left corner.

RESULT: The **Index** list (below) is displayed.

I like to have the Home button open to *my* family screen. In this sample index, I have assumed Caroline Bouvier Kennedy is the owner of this Reunion program.

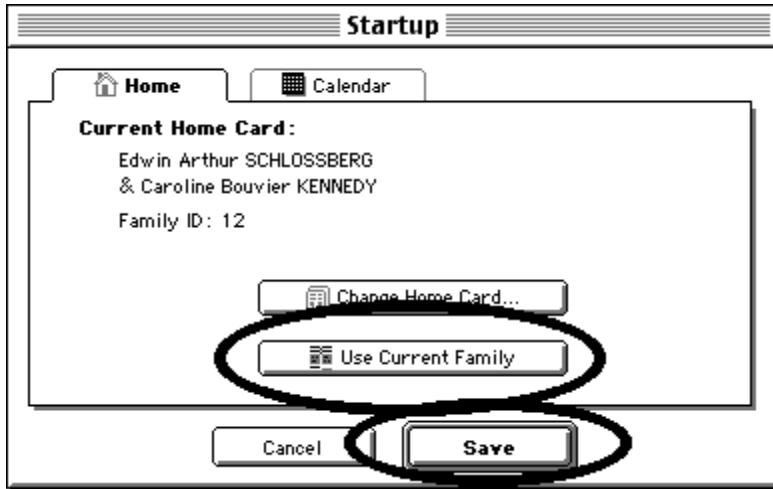
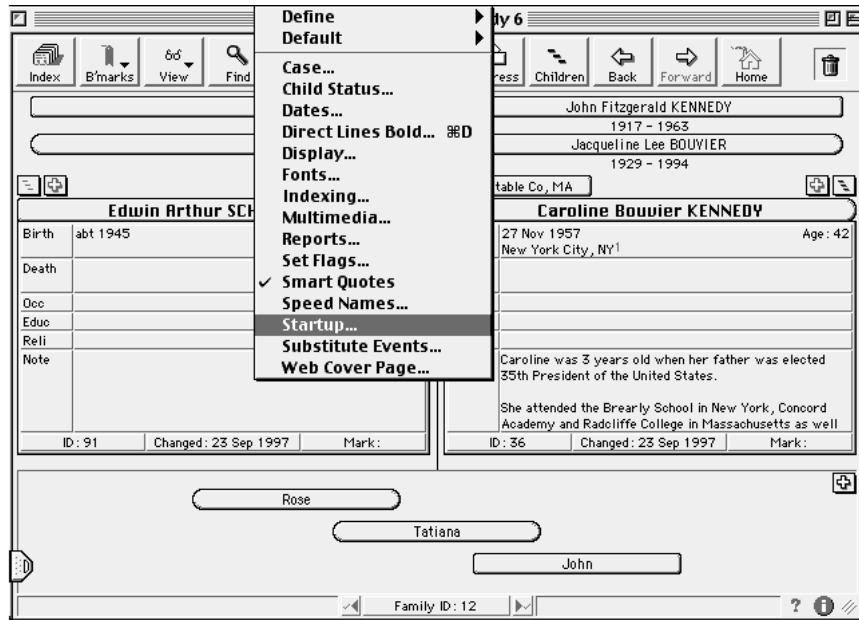
Scroll to your name, then either **double-click** your name or select your name and click the **Go** button.

RESULT: Your family screen is displayed along with your spouse, parents, and children (see Caroline's example screen on the next page).



From the **File** menu, select **Options**, then **Startup** as shown here.

RESULT: A **Startup** dialog box (below) is displayed with the **Home** tab showing.



Click the **Use Current Family** button.

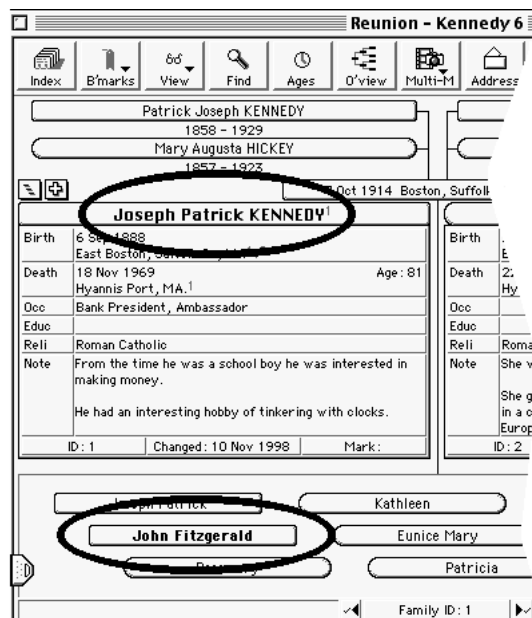
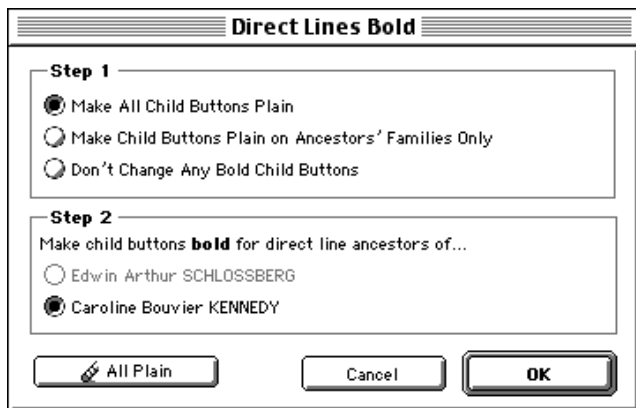
RESULT: The **Current Home Card** will now list you and your spouse's names and Family ID.

When finished, click the **Save** button.

NOTE: You can also set-up the **Calendar** tab to alert you, on startup, of upcoming birthdays for people listed in your index. By the way, you can set it up so only *living* persons are shown!

Indicating Direct Line Children—I also like to have all the children in my direct line listed in **bold** so it is easy to navigate the direct line. To set this up, from the **File** menu, select **Options**, then select **Direct Lines Bold**.

RESULT: A **Direct Lines Bold** dialog box (below) is displayed.



Making the Direct Lines Bold is a two-step process. In the example above, **Step 1**, set to “Make All Child Buttons Plain,” tells Reunion to first clear bold text from all child buttons. Then, **Step 2**, “Make child buttons bold for direct line ancestors of...,” tells Reunion what source person to use. In this example, Caroline is the source person. Click **OK** to run the Direct Lines Bold process.

If you want *both you and your spouse’s direct lines* in bold, first run the process as shown above. Then repeat the process with **Step 1** set to “Don’t Change Any Bold Buttons” and **Step 2** set to your spouse’s name as the source person.

RESULTS: The graphic at above right shows a portion of Joseph Patrick Kennedy’s Family Screen (he is Caroline’s Grandfather). Notice Joseph’s son’s name, President John Fitzgerald, is **bold** on his child button. That is because Caroline was the source for the Direct Lines Bold option. All direct line ancestors, all the way back to the earliest in your Reunion file, will be shown in bold.

NOTE: If you wish, you can use your child, grandchild, or great-grandchild to set up this option. Then, all direct-line ancestors of that child (including yourself) will be marked in Bold.

Other Options—You may have noticed there are several options (15) on the **File/Options** menu, and we only covered a few of them. I’ll leave the other options for a later date.

More Help on Importing and Exporting Gedcom—For more information on using Gedcom files with Reunion, along with specific information on importing and exporting from various programs, see **Importing and Exporting Gedcom Files** in the Reunion manual. If printed, this information would cover seven pages on 8 1/2 x 11 paper!

The pathnames for the above information is:

- From the Reunion main menu, select **Help/Contents**.
- From the Contents page (in your Web Browser), find *Using Advanced Features*.
- From the Advanced Features list, select **Importing and Exporting**.
- From the Importing and Exporting list, select **Gedcom**.

I hope this short tutorial has been of some help to you.

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