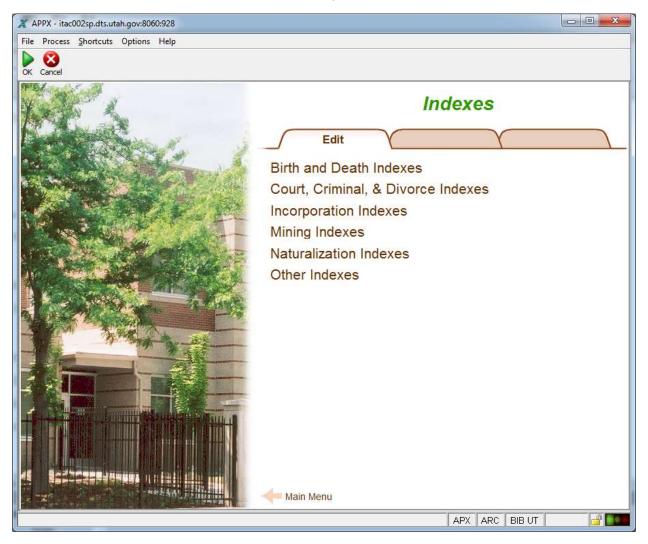
Indexes Menu

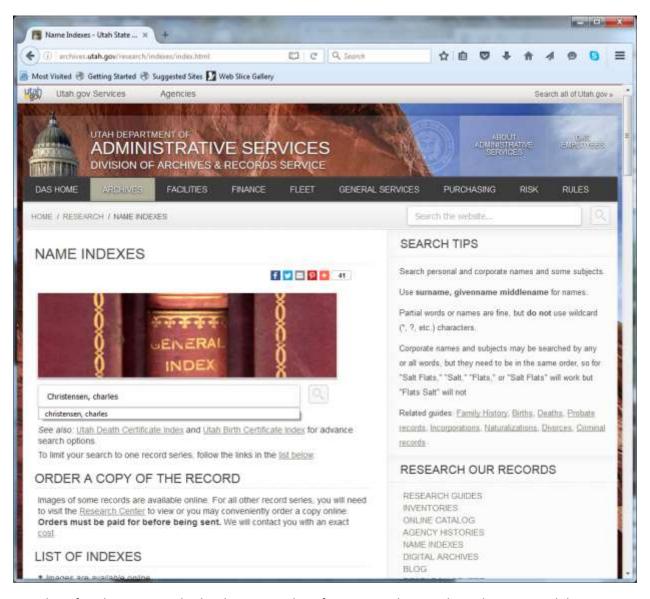
July 8, 2016

The Indexes Menu supports many name indexes which have been added to the database over the years. The menu divides them by category. Since programming is required to add each index, the data structure of an index can be customized to meet that particular index's needs.

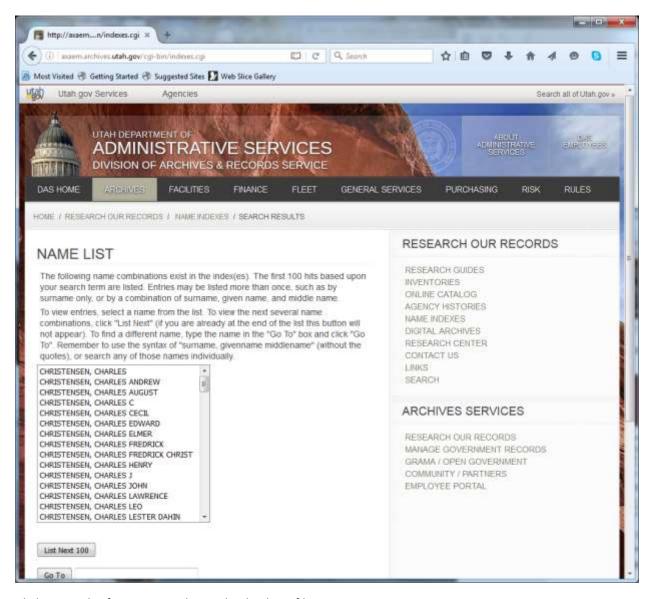


Each index represents a separate table in the database. Each name contained in each table is copied to two files: a master Full Name list, which is a single representation of each name that exists, and a Name Cross-Reference file, which takes the Full Name entry, and lists all of the instances where that name can be found in the various indexes. On the website, when people search for a name, what they type is compared to the contents of the Full Name list. When they click on a name, what they then see are the contents of the Name Cross-Reference list. Clicking on the Name Cross-Reference entry then takes the user into the actual index record, where they can see the metadata and download an image if available.

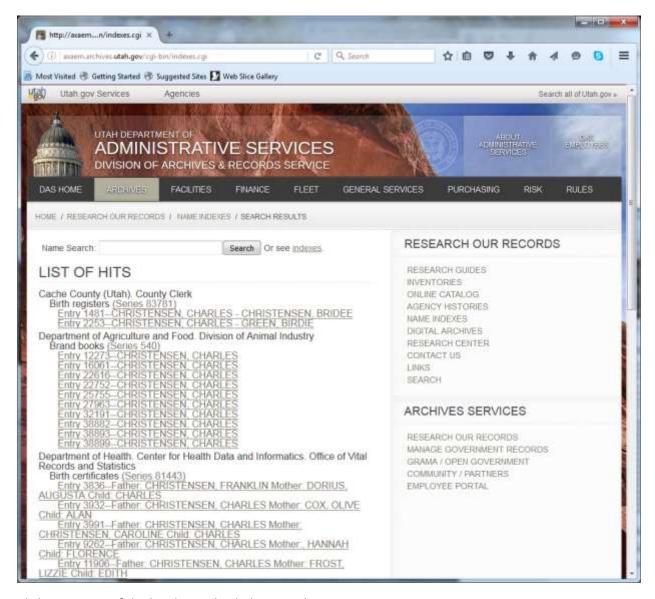
For instance, here is the search field:



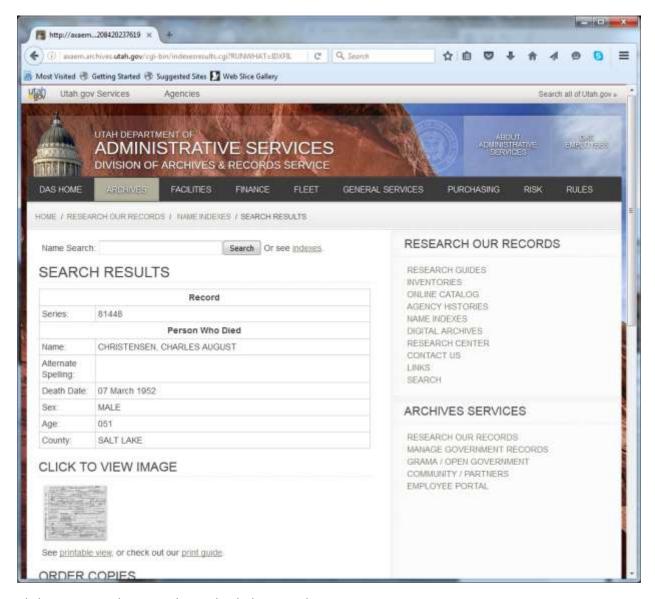
Searching for Christensen, Charles, brings up a list of names, so the search can be narrowed down:



Clicking on the first name, it brings back a list of hits:



Clicking on one of the hits brings back the metadata:

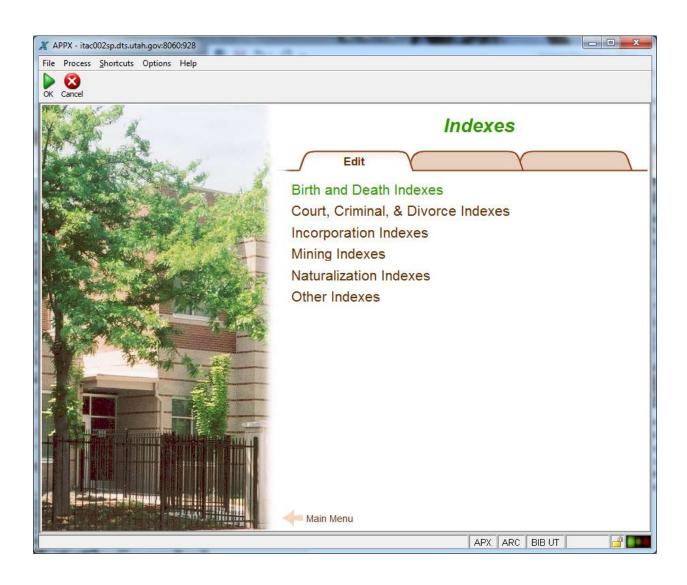


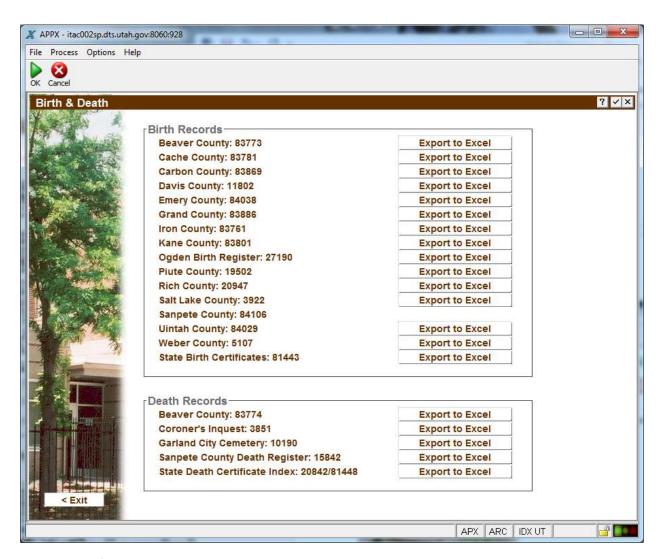
Clicking to view the image brings back the record:

11.jpg (IPEG Image, ×	+							
hives utah.gov/indexes/s	ura/81449/4093447/4093447_0041	pg C	Q. Search	☆	0 0	+ +	4	0
f @ Getting Started @	Suggested Sites [7] Web Slice G	allery						
PEDERAL BEDURITY PUBLIC HEALTH BERVIO BIRTH NO. 143	MAR 1.3 1952	0 4 4		BIAI	E FILE NO.	18	03	97
I. PLACE OF DE		UT		EBIDENCE	Where decrates		actitution:	resid
b. CITY (If outside cor	perste limits, write RURAL) Salt Lake	STAY (NE BAR)		Sputh S	its, write RUR	AL)	E Gefore a	Imie
	2777So. 3rd Eas	st. address or loc.)	d. STREET ADDRESS		rural, give loca	stion)		
1. NAME OF DECEASED	s. (First) CHARLES OR OR BACE!7 MARRIED, NE	b. (Middle) AUGUST	c (Last)	ENSEN	4. DATE OF DEATH M	(Mosth)	(Dey) 1952	(3
Male Whi	te Windowen Div.	BUSINESS OR	Feb Day 8	1901	AGE (In year tast bireleday) 51	Months D	HOUSE HOUSE	NF.
Carpenter	(Calkand	Construct		lt Lake	Utah D'S OR WIFE	U.S		001
Birthplace Derma	s Christensen	MOTHER'S MAIDEN AUGUS Swede			idie Ch	To State of	neen	
15. WAS DECEASED at	or in U.S. ARMED FORCES	16 SOCIAL	SECURITY	17. INFORMA	NT and AD	DRESS	v-10/3	
IB. CAUSE OF DEATH Enter only one cause per line for (a), (b),and(c) *This does not mean the mode of dying, make as heart failure, eather- nia, etc. It means the	I. DISEASE OR CONDITION DIRECTLY LEADING TO DE ANTECEDENT CAUSES Morbid smullinus, if any, gine time in the above sause (a) the ing the moderlying some less.	MEDICAL CENTATII (a) Gue	TIFICATION	Mrs. Ai	reid	LINE LINE	RVAL BE	TW
diceare, injury, or com-	11. OTHER SIGNIFICANT CON- Conditions contributing to the de- related to the disease or condition	DETIONS			1111	3		
19a. DATE OF OPER- ATION	19. MAJOR FINDINGS OF OPE		DATE:	3 - 27	20 1	20LA YE	UTOPSY?	0 1
Ha. ACCIDENT SUICIDE HOMICIDE	(Specify) 21b. PLACE OF about bems, farm	INJURY (e.g., in or s, factory, street, office bldg., str.)	2le. (CITY as TO	PWN)	(COUNTY)		(STATE)	7
21d. TIME (Month) OF INTERV	(Day) (Year) (Hour) Zir. I While a	NJURY OCCURED	211 HOW DIE	INJURY OCCU	R?	V/ 3	TR	
22. I HEREBY CERTIF	THAY NATIFEWARE DE	dispressed Q	FROM THE CAU		WAT I LAST) Al
24. SIGNATURE	Bened	A	296. ADDRESS	and on I	no Dare of		DATE SP	GNE
TIENS BURIAL CREMA- TIENS BUNGVAL (Specify		NAME OF CEMETER				, or county)	(8	tate
DATE REC'D BY LOCAL REG.	REGISTRAR'S SIGNATURE	ight of	Lindquis	DIRECTOR'S SHOT LUB	TY MU	DOBRES	Igun.	of
2.19.27	10000	and the	Funeral Director	's No. 27	Emba	dmer's No.	182	

To get a new name index incorporated into this online search, some programming takes place, but before the programming takes place, someone needs to do some data entry. The workflow for this data entry includes providing a spreadsheet of data columns desired to be extracted from the record to a volunteer, who looks at the images and types each record out. When completed, a staff member will edit the resulting index prior to it being uploaded into the database. After it is in the database, then staff can make their own editing changes to existing indexes in case they find a typo. Note that the typo version of the name still exists in the Full Name table until that table is rebuilt, which happens as new indexes are added or if someone requests that of an APPX administrator who has access to the database and system processes. While the typo may still exist, the Name Cross-Reference will be empty because there is no longer an index entry that references that version of the name. Well, unless more than one index entry used the same typo, which is common for some misspellings (e.g. Goerge instead of George).

To view indexes from the Index Menu, click Birth and Death Indexes:

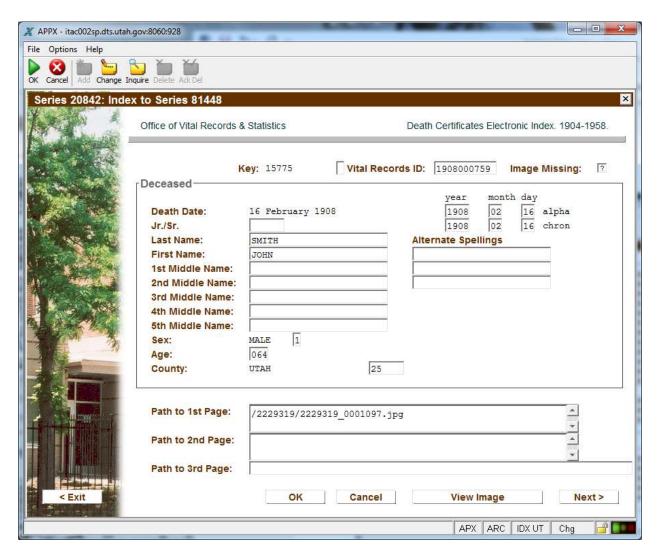




This lists all of the birth and death records currently indexed, with the ability to export the index back to a spreadsheet if needed. Note that some date fields that were added to the tables after upload are not present in the export feature, and should be added.

Click State Death Certificate Index: 20842/81448.

Type a name and click OK to bring up the record. Change to Change Mode to edit the entry.



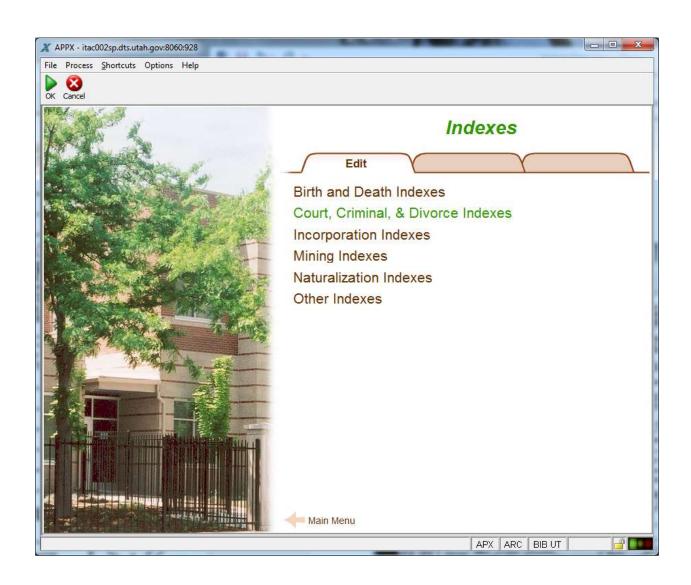
If an alternate spelling needs to be added for this record, just change the name field that might be incorrect, not all three. The top alternate spelling field is for the surname, followed by the first name and middle name. All three do not need to be entered if the only possibly incorrect spelling is only one of those names. The whole name with the new spelling will be indexed and made available in the search engine once the changes are saved.

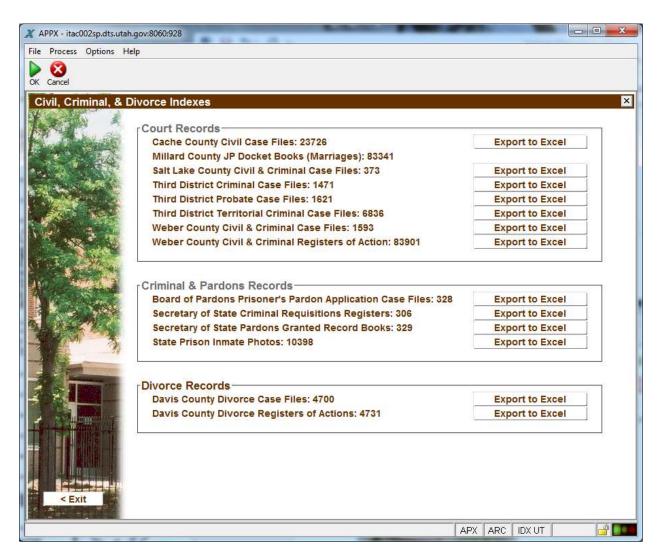
To view the image, click View Image.

jpg (PEG Image _ ×	
res.utah.gov/indexes/data/81448/2229319/2229319 0001097,jpg C Q	Secret 🗘 🖨 🛡 🕹 🐧 🗸 😥 😘
Getting started G Supposted Sites F.4 Web Sice Gasery	E.
STATE OF UTAH-	State Board of Health File No.
STATE OF UTAH ENTINES CERTIFICATE MUST BE FORWARDED BY LOCAL F ON OR BEFORE THE STH OF THE FOLLOWING MON'S PLACE OF DEATH County of City, Town or Village of Street and No. 21.1 W / Last Will be the street and how long deceased was an law PRESDNAL AND STATISTICAL PARTICULARS EX COLOR CALLED EX COLOR CALL	Full Name of Decembed (NET) and will all accepts 230
County of WAR	Full Name of Deceased (Initials say will sat be accepted)
Precinct of Marky	John Smith
Street and No. 201 N 126 as t	Special Information for Respitals, Institutions, Translands or Second Residente:
If in Mospital or Institution, give its rame and how long deceased was an inm	/ - / :
PRESONAL AND STATISTICAL PARTICULARS SEX Male. COLOR Monte CATE OF BIRTH (State) (Day) 18 44 AGE GX years, 9 months, 18 day	15ow long restrict at place of death & Medical MEDICAL CENTIFICATE OF DEATH
BATE OF BITTH COLOR MILE	DATE OF BEATH
(Masch) (Day) (Vest)	(Mineth) (Day) (Vest)
SHOULE MARRIED, OR DIVORCED MARVELS day	HEREBY CERTIFY, That I attended deceased from
SHOLE, MARRIED, Married	that I last saw him alive on Felt \$ 1908
(Soute or country) Erre glased	and that death occurred, on the date stated above, at
BIRTHPLACE OF FATHER SMITH	Chief Cause Circhosis S liver
MAIDEN HAME OF MOTHER There a murry	warman Orono 8 3 years
BIRTHPLACE OF MOTHER (State or country) Faringland	Contributory (It any)
BESTHELACE OF MOTHER (Balle or Country) COCUPATION OCCUPATION Better commenced the complement for all memorial to your of age and over.	
THE ABOVE SYATED PERSONAL PARTICULARS ARE THUE TO THE BEST OF MY KNOWLEDGE AND SELECT STRUCT OF THE BEST (Informant) The Structure of the Stru	OAKOPAL-
(Address) 901 & 1th Drove	(Signed) M. D. District Wind Water
Place of Burial Thors Utal	Disconstanting (Accress)
Date of Burlat Fel 20th 1908	Til 20 100 \$ 1 3 Horney -
Undertaker Parry Ottal	31. (.
Address	(OVER)

Click Exit to return to the Birth and Death Menu. [Bug report: the Cancel button on this screen appears to be mapped to Return instead of Cancel.]

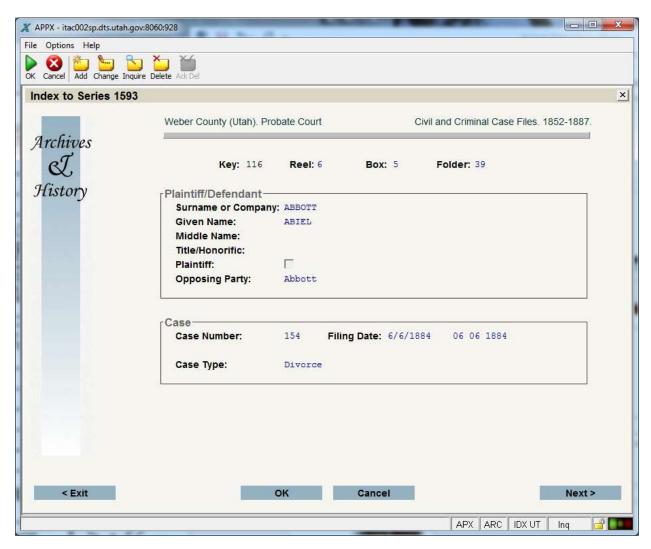
Click Cancel again to return to the Indexes Menu. Click Court, Criminal, and Divorce Indexes.





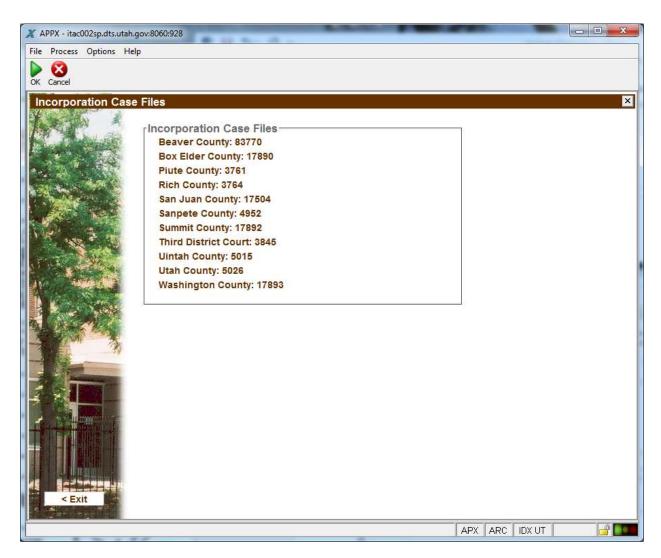
Click Weber County Civil & Criminal Case Files: 1593.

Click OK to bring up the first record.

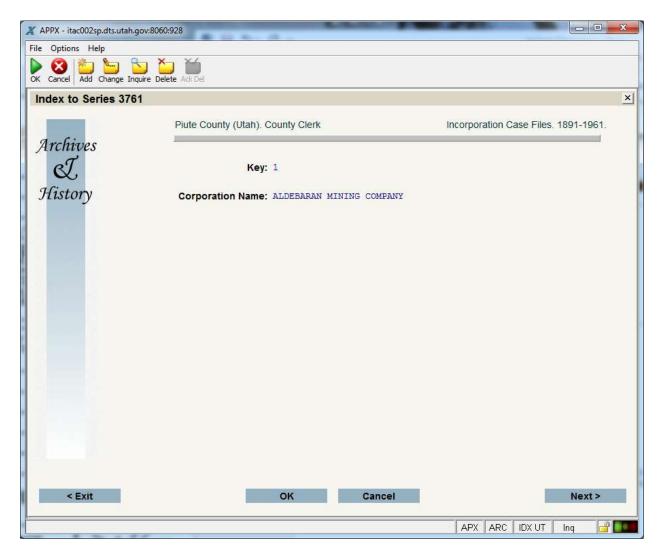


Note that this index entry does not have any images associated with it. Click Exit to return to the Court Menu. Click Cancel again to return to the Indexes Menu.

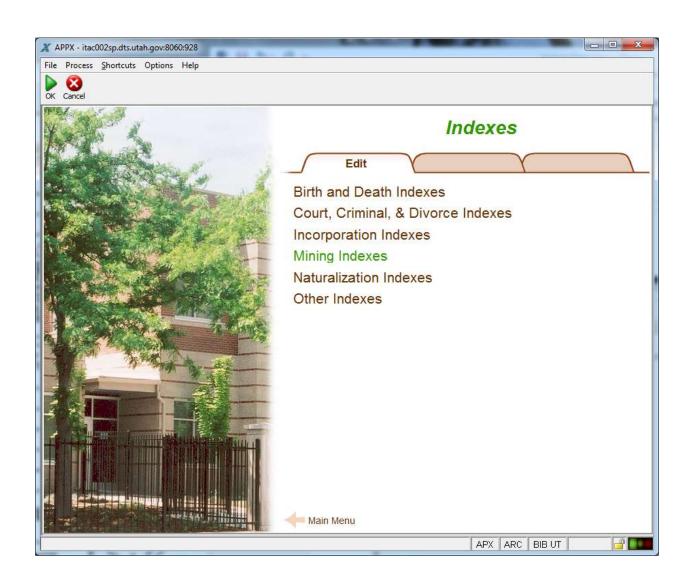
Click Incorporation Indexes. These records include corporate names instead of personal names. Each name becomes part of the Full Name table and is searched the same, although searches must provide the initial words of the name in the order that they appear in the index for a hit to be found.

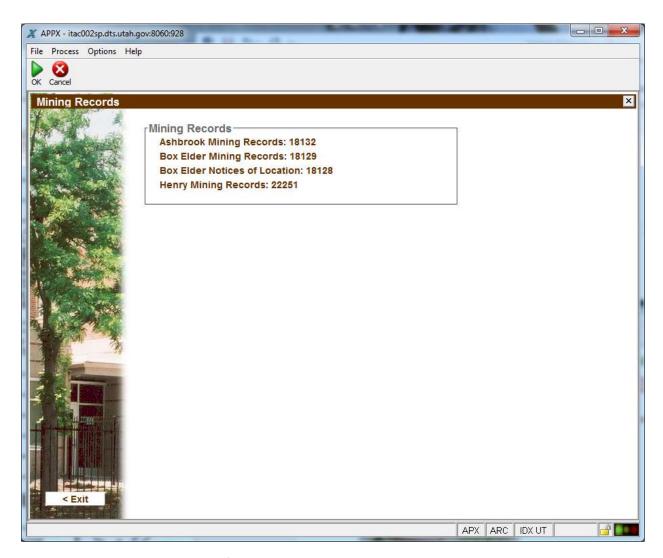


For example:



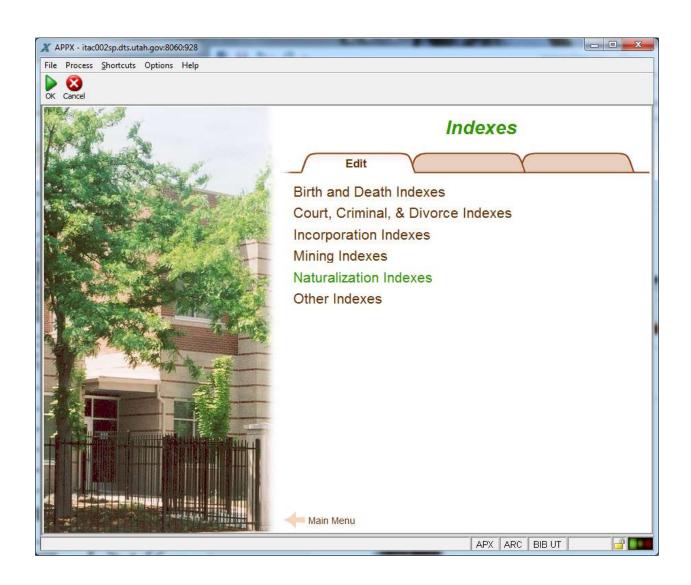
Click Exit to return to the Incorporation Index Menu, and Cancel again to return to the Indexes Menu. Click Mining Indexes.

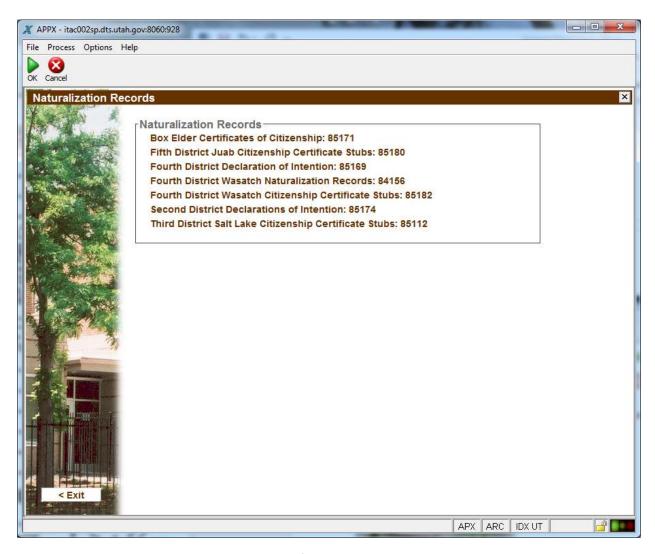




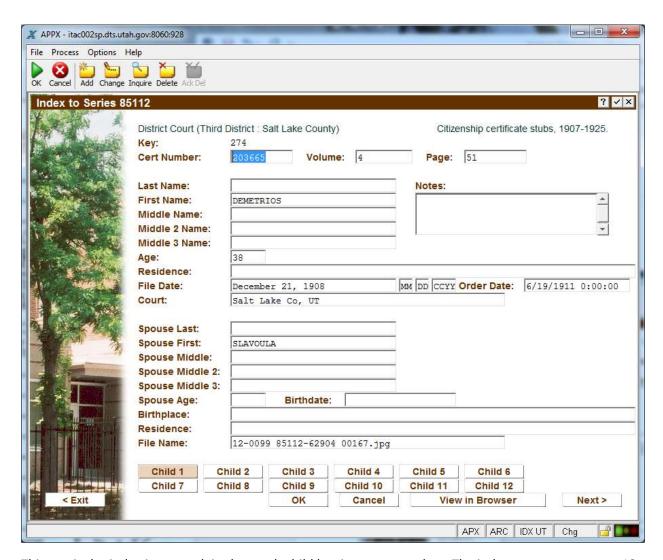
View an index by clicking on one of the options, or click Cancel to return to the Indexes Menu.

Click on Naturalization Indexes:

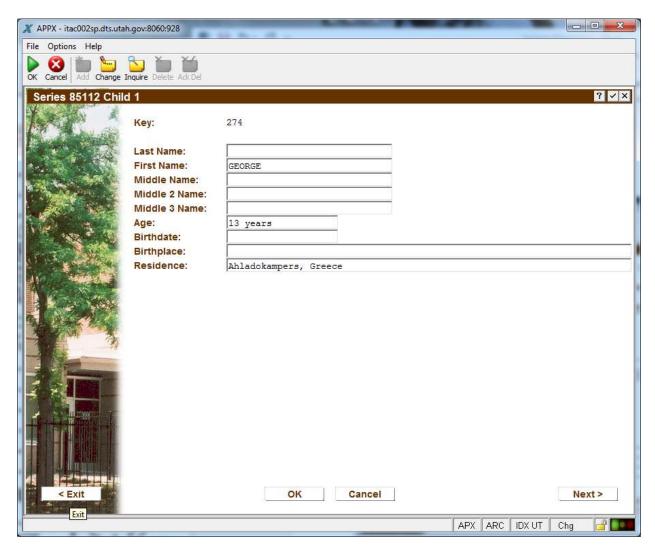




Click on Third District Salt Lake Citizenship Certificate Stubs.

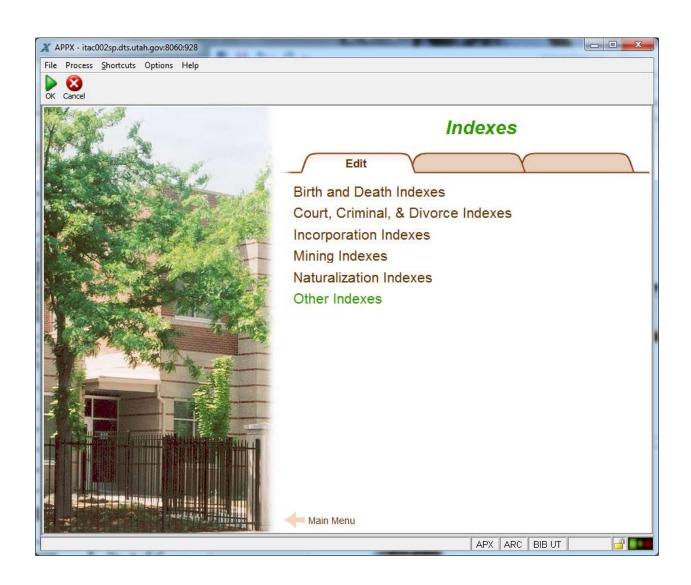


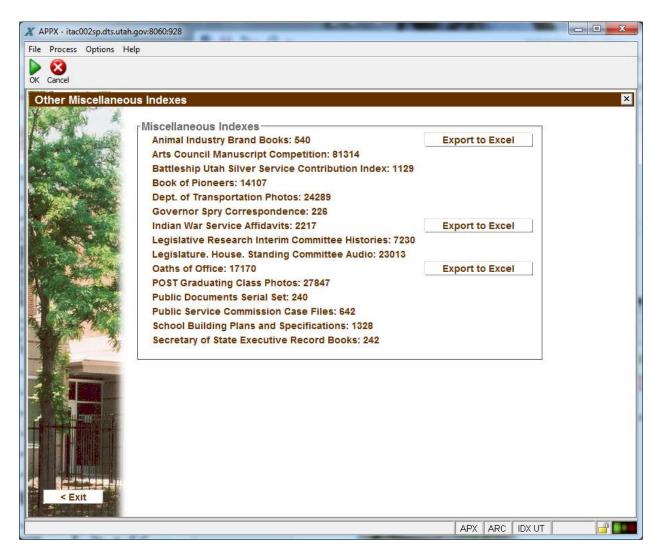
This particular index is unusual, in that each child has its own metadata. The index can support up to 12 children per family, which covers the actual families for the date span of these records. This child record looks like this:



Click Exit to return to the previous screen, then Exit to return to the Naturalization Records Index, and Cancel to return to the Indexes Menu.

Click Other Indexes.





These remaining indexes don't readily fall into another category. Click on one to view its contents, or click Exit to return to the Indexes Menu.