GeneoTree

Your ancestors at a glance

Getting started guide
V5.03

SOMMAIRE

1 Introduction

GeneoTree is intended to be intuitive for the user, requiring a minimum of learning. Only two features are described in this document. The others are easy to discover.

Administration is also minimal, since it consists of integrating your gedcom files. However, for each integrated gedcom file, GeneoTree offers 3 additional optional features:

- management of unknown locations
- management of masking of living individuals
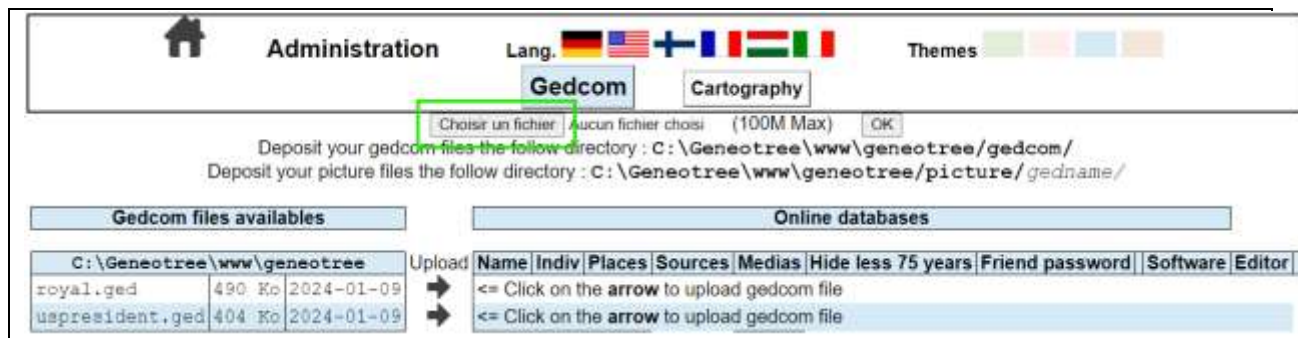- management of a password

2 Administration

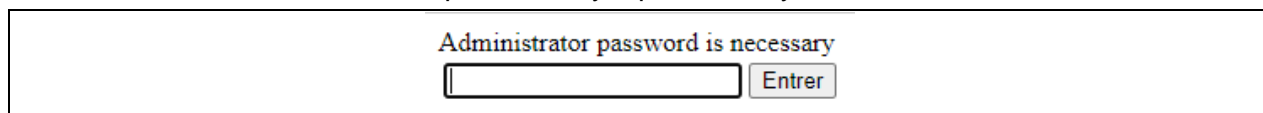The first screen of the application is as follows:

1. Click on the "Administration" button, top right.

A page similar to below appears:

N.B.: if the GeneoTree server is protected by a password, you must enter it.

For information, the latter is stored in the config.php file.

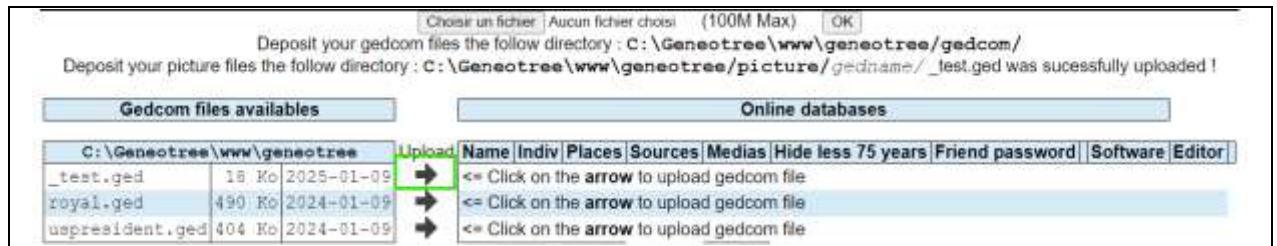## 2.1 Integrate a Gedcom file

You will have to load your first gedcom file.

The integration is done in 2 steps:
- Transfer of the gedcom file to the server
- Integration of the file into the GeneoTree database.
1. To download a Gedcom file to the server, click on "**Choose a file**".

*N.B.: if the "**Choose a file**" button does not appear, the Ftp function is not activated on your Php server. Activate it if you have the rights, otherwise upload the gedcom file(s) yourself to the /geneotree/gedcom directory of the server via a file transfer manager.*

2. Select your Gedcom file on your PC, tablet or mobile phone, then press the "**OK**" button: an additional line appears in the list.

N.B.: GeneoTree does not support spaces and special characters in the name of Gedcom files.

3. To integrate your gedcom file into GeneoTree, click on the "Upload" arrow corresponding to your Gedcom file.

GeneoTree displays a summary of the downloaded Gedcom file.

The "Some warnings" hyperlink allows you to consult additional information on the progress of the integration into GeneoTree.

Congratulations, you have integrated a gedcom file into GeneoTree.

3   First steps

3.1   Discover your ancestors in the blink of an eye

1. Click on the icon 🏠. The following screen appears:
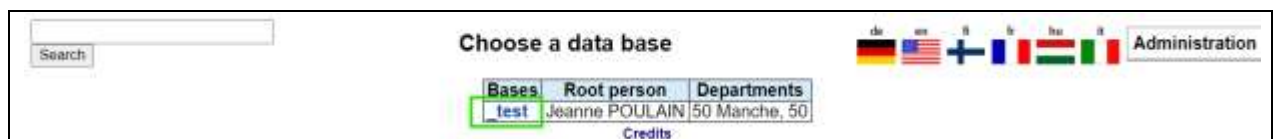
2. Click on the database you want to view. A similar screen appears:

3. Choose your language and theme preference in the top bar

4. Navigate the trees by clicking on the "Ancestry tree", "Mixed tree", "Descendant tree" and "Consanguinity tree" menus available by hovering over the "individual" boxes

5. Discover all the features of GeneoTree from the names, places, statistics, events and media menus.

6. Discover the pdf editions, Excel exports and interactive maps in the submenus.

7. Do not miss the display of cousins in the individual card on the right.

3.2   Modify the root person

GeneoTree proposes by default, the best root person that it could find. It is not necessarily the one you expected.

To modify it, make your future central character appear in the individual file on the right. Click on "**Change root person**", at the top right and validate.

3.3   Print a document specially prepared for your research

The PDF edition of the pedigree tree offers, in portrait orientation, an option to print pages specially prepared for your genealogical research.

This option edits pages highlighting the missing data to be searched for.
- For existing individuals, missing events are indicated in gray background
- For absent individuals, empty boxes are edited.

Test this option!