



# Locating Pancho Villa: Mexico Research Methodology

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FamilySearch

The objectives of the class are to learn proper Hispanic research methodology and will include proper research processes, how to glean clues from records, and research tips and tactics to help you be successful.

## RESEARCH TIPS AND TACTICS

### Research steps

#### ***Begin with what you know***

- Begin with the most recent generations
- Work from the known (well-documented) to the unknown
- Look for the next to the last person (If documented well) on the pedigree, not the last
- Look for all the members of a family
- Always pay attention to the godparents and witnesses

#### ***Record your findings***

- Keep a research log or good notes
  - Paper
  - Electronic
- Always cite your sources

#### ***Analyze all the clues***

- Ages
- *Originario de, natural de* and *vecino de* (where are they from)
- Relationships

#### ***Choose records to search***

- Based on clues AND records availability
- When you have both Civil Registration and Catholic Church records, view them both

#### ***What records to look for?***

- If you know the names of parents, search for their marriage record or the birth/baptism records of their children.
- If you know the name of the spouse, search for a marriage record or the births/baptisms of their children.
- If you know the names of siblings, search for birth/baptism records of the siblings.

## SEARCH TIPS AND TACTICS

- Log in to your FamilySearch account so you can save any records found to your tree or Source box for later review.
- Always search by name first
- Try various combinations
- Less is more
- Try your search at least 4 or 5 different ways
  - Individual
  - Child with parents
  - Adult with spouse
  - Parents names only
  - Names of any known siblings
- If the record is not found in the year expected, consider looking a few years earlier or a few years later.
- Always, ALWAYS, **ALWAYS** view the original record. Open a new browser window when searching for the original so you can refer back to the information from the indexed record.

## Two ways access the browse image collections

1. Via the map
2. Via the FamilySearch Catalog

### Using the Map to Access Images

1. Using the map, click on the country of the person you are looking for.
2. Choose the next level of jurisdiction from the drop-down menu.
3. Click on the words Start researching in [name of your jurisdiction].
4. Choose an image collection.
  - **Indexed Historical Records.** At the top of the page you will find collections that have indexed records. These may be fully or partially indexed and may or may not be connected to their corresponding image. Many of these collections can also be browsed. The steps to browse these collections are the same as for image only collections.
  - **Image Only Historical Records.** Following the indexed records you will see the image only collections. Choose the collection you wish to browse.
5. Click on the words Browse through ... images.
6. Choose the Province, State, City, or Town
7. Choose the next level of jurisdiction. It could be city, town, or parish. Continuing choosing jurisdictions until you arrive at the desired destination.
8. Choose the image set which includes the desired time range for the record you seek. Births, Marriages, Deaths, etc. If your ancestor was born about 1865 and there are two sets of records that cover that year, search them both.

## Using the FamilySearch Catalog to Access Images

1. On the home page of FamilySearch.org hover over the word **Search** and then click on the word **Catalog** in the drop-down menu.
2. Enter the name of a place in the search field located immediately below the word **Place**. As you begin to enter the name of a place, the system will prompt you with possible matches. Choose the match that fits the location you need. Localities are listed in order from largest to smallest jurisdiction. For example: Country, province, city, parish.
3. If you have a film number from an indexed record, click on **Film Number** and enter that number.
4. Click on **Search**.
5. Click on the type of records you wish to search.
6. Click on the record title. This is usually in blue.
7. Scroll down the page to the **Film Notes** section. Use the following key to determine if the records you wish to view have been indexed and/or are available online.

Key to FamilySearch Catalog icons		
	Magnifying glass icon: Some or all of the records from this microfilm are indexed (searchable by name).	Click on the magnifying glass icon to search by name in this specific microfilm. The new window and search engine that opens will only search the microfilm you have chosen. Once the window has opened, enter the name you wish to search in the appropriate search boxes on the left side of the page.
	Camera icon: Records are digitized and online.	Click on the camera icon for the microfilm you wish to view. The images will open on your screen in thumbnail form. For further instructions on how to navigate the images, see the <b>Browse Image Tips and Tools</b> section below.
	Camera with key icon: Records are digitized and online but have restrictions	Click on the camera with key icon for the microfilm you wish to view. You will be given a list of restrictions that have been placed on FamilySearch by the archives. You may need to go to your local family history center to view these microfilms. For further instructions on how to navigate the images, see the <b>Browse Image Tips and Tools</b> section below.
	Microfilm roll icon: Records are on microfilm.	The only way to view these records are on a microfilm. If your local family history center does not have a copy you will have to go to the Family History Library in Salt Lake City to view the records.

**Please note:** Before clicking on the camera icon, look to see if there is an item number for the collection of records you wish to view. You will need to advance to that item number in the images to begin your search in that section of the microfilm.

### Image browsing tips

- Use the arrows to advance images in either direction.
- Enter an image number and jump to a different spot within the image set. For example if the image set has 500 images and covered the time period 1810-1816 and your ancestor was born about 1813. You may want to jump ahead to image 250.
- Normally images are in chronological order by the date in which the event was recorded. To search for a birth/baptism record, begin with the known date of birth and work your way forward in time. Events may be recorded days, weeks, months, or even years after the fact. Be patient.

## **Case study starting point**

Francisco Villa was an important hero in Mexican history. There are many rumors and myths that have been perpetuated about his past. In order to get started with this class, let's start with what we know:

- Name: Francisco Villa
- Assassinated on 21 July 1923 in Hidalgo de Parral, Chihuahua, Mexico.
- He was married.
- He was a General in the Mexican Army.