

## Using Reports

### Outline Descendant Tree

1. Share your information with others
2. Use to see where you need better documentation (manually)

### Genealogy Reports

1. There are three kinds
  - a. Register (Descendant Ordered) \*\*\*default
  - b. NGS Quarterly (Descendant Ordered)
  - c. Ahnentafel (Ancestor Ordered)
2. Share your information with others
3. Use to see where you need better documentation (can export to word and manipulate information, highlight, change font color)
4. Use for research referencing
5. Use in producing a book

### Custom Reports

1. There are 11 Kinds
  - a. Customize to your needs
    - i. Use to help in your research
    - ii. Customize fields of information
    - iii. Customize the individuals included
    - iv. Can export to a word processor OR a spreadsheet to further manipulate the information
  - b. Kinship
    - i. From an individual to everyone related to them in your file
  - c. Data Errors
    - i. Tell you what information is missing per person
  - d. Medical Information
  - e. Address
  - f. Birthdays of Living Individuals
    - i. Exactly that plus the age at their next birthday
  - g. Marriage
    - i. All couples with their marriage date, if in your database
  - h. Parentage
    - i. Every child with parents in your file
  - i. Documented Events
    - i. Everything you have a source noted on
  - j. Bibliography
    - i. All your sources!
  - k. Alternate Facts
    - i. Where you have more than one record for an entry