

Legacy Family Tree

Census List (Copied from the Help File of Legacy Family Tree – 9)

Inspired by the release of the 1940 U.S. Census, the *Create a List of Potential Individuals* feature was added to Legacy to help generate a list of people who can probably be found in a particular census for a particular location.

The Census List screen is reached by clicking the Search icon on the main view or the Search icon on the *Name List* and then clicking on the Census List tab. You can also choose Find... from the Search menu.

Generating a Search List or printing a Census List report is done in three steps:

1) Choose a Country: [\(United States\)](#)

The Country combo box can be used to automatically fill in the Place field below it with the country you want to select. The combo box contains a list of many countries that have census information available. When you select a country, it is filled into the Place field for you. (Legacy uses whatever is in the Place field when doing the search, not what is in the Country combo box. The combo box is just a convenient way to fill in the Place field.)

If you want to manually enter a location, you can type it directly into the Place field. You can also include state names in the Place field. For example, Maine, United States or British Columbia, Canada. For the best results, you should always spell out fully each part of the location in the Place field. Use Maine, United States instead of ME, US, use British Columbia, Canada instead of BC, Can.

You can even enter a city name as part of the location. When doing this be sure to enter the rest of the location, such as Las Vegas, Nevada, United States or London, England. You should not enter the county portion of a location unless you really want to filter your list down to include only locations that include the county name.

Remember, it is the entry in the Place field that is used when creating the Potential List, not the country that is showing in the Country drop down list. The drop-down list is only used to help you fill in the Place field.

2) Choose the census year [\(1950\)](#) or [\(Date Range: 1 Apr 1950\)](#)

The Date combo box contains the years of all the available censuses for the country that is selected in the Country combo box. When you select a year from the combo box, the actual census date (if known) is automatically filled into the Date field. (Legacy uses whatever is in the Date field when doing the search, not what is in the Date drop down list. The combo box is just a way to help you fill in the Date field.)

You can also skip using the Date drop down list and just manually enter a date into the Date field. It can be just a year or a full single date. Do not enter date ranges or modifiers like, About, From, Before, After, etc.. Legacy won't know what to do with these.

Average Life Span - If a birth or christening date can't be found, the life span entry is used to estimate when a person was born by subtracting the value from the death or burial date. Or, if there is no death information, the death can be estimated by adding the life span value to the birth or christening date. The average life span you select should be tempered by the census date time period.

Age Filter - If you want to limit the results to individuals of a certain age or age range, select this option and fill in the lower and upper ages of the range.

Gender Filter - You can limit the results to either Male or Female by selecting these options and setting the gender desired.

Search List Options Tab

The options on the Search List Options tab apply only to creating a search list.

Exclude individuals from the Search List who appear to have already been found in this census - Legacy looks in several places to see if the current census has already been referenced for a particular person. These include event names and descriptions, individual and event source citations, and individual notes. If the current census is mentioned in any of these places, you can have the person excluded from the search list.

Exclude individuals from the Search List with location percentages less than X % - Each location Legacy finds is given an estimated location percentage dependent upon the location's date and how close was to the census date. Locations with low percentages can be excluded from the search list by selecting a percentage value as the minimum acceptable.

Report Options Tab

When generating the report, there are several options that can be selected. (These options do not apply when creating a search list):

Include married names for wives - Married names for wives will be included under the maiden names. This is important because married individuals are shown using their married names on a census list.

Include alternate names - Alternate spellings and nicknames will be included under the main names. These too are often given to census takers.

Include surrounding relatives - The parents, spouses, and children of each main individual are listed below the main individual's name so you will have an idea of who else to be looking for on a census list.

Italicize individuals who appear to have already been found in this census - If the census has already been used for a particular person, his or her name is printed in italics. (If this option is selected, the option to Exclude individuals who appear to have already been found in this census is automatically turned off.)

Exclude individuals from the Report who appear to have already been found in this census - Legacy looks in several places to see if the current census has already been referenced for a particular person. These include event names and descriptions, individual and event source citations, and individual notes. If the current census is mentioned in any of these places, you can have the person excluded from the census report.

Exclude individuals from the Report with location percentages less than X % - Each location Legacy finds is given an estimated location percentage dependent upon the location's date and how close was to the census date. Locations with low percentages can be excluded from the census report by selecting a percentage value as the minimum acceptable.

Include calculated dates (underlined) - If a person is missing birth or death date information, the Average Life Span value is used to approximate the missing date. If this occurs, the calculated date is shown with a leading "Cal." and is underlined.

Horizontal lines between rows - Includes a horizontal line at the top of each person's information block. This makes it easier to see where each person begins.

Include RINs & MRINs - Includes the record ID numbers at the end of names.

Color Text and Boxes - (Deluxe Edition only) Three different color options are available when printing the Census List report. These include coloring the names on the report with either [Ancestor Colors](#), Gender Colors, a color of your choice, (or no coloring at all). To select the desired coloring option, click the Color Text and Boxes button and make your choice. See [Custom Box Colors](#) for more information.

[Page Setup](#)

Click the Page Setup button to change page margins, print orientation, paper size, heading and page numbering options, and footer options. See [Page Setup](#) for more information.

[Printer Setup](#)

Lets you change the page size before generating the report. You can also change the target printer and its specific settings.

[Font Size](#)

Click the Change Fonts button to select a different font or font size for the report. See [Report Fonts](#) for more information.

3) Create the List or Report

You can either generate a Search List or print a pre-designed Census List Report.

Search List

The Search List for the potential individuals is just like any other search list created by Legacy. It results in a name list containing only the matching individuals. To generate a search list, click the Create a Search List button.

Census List Report

Clicking the Print a Census List Report button generates a pre-designed report showing each matching individual with their name, birth and death dates, the age they were at the census date, and the probable location that qualifies them for the list. An estimated match percentage is also shown as an indication of how likely it is that the person will be found at that location. The further away the location date is from the census date, the lower the percentage. Also, if there are non-qualifying locations between the matching location and the census date, the percentage goes down. For example, if a person has a Residence event with a qualifying location followed by one or more Residence or other events with non-qualifying locations, the estimated match percentage goes down substantially.