

# Accessing Print and Digital Collections

Building and Researching Your Family Tree, a Twelve Part Series

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## Print Collections

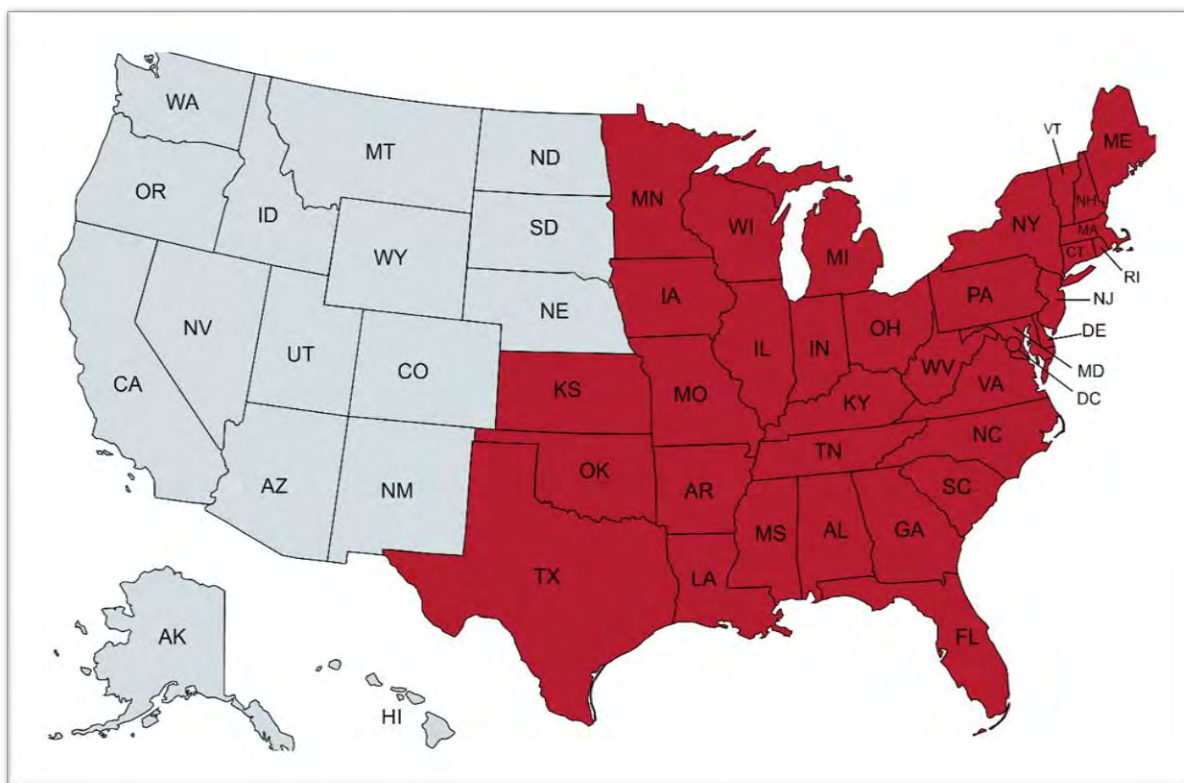
Many types of libraries are available that contain information helpful for genealogical research. These include public libraries, universities, historical and genealogical society collections, and museums.

### Items in Library Collections

- Books
- Maps
- Vertical files
- Oral histories
- Newspapers
- Yearbooks
- Microfilm/microfiche
- Reference guides

### About the Waco Genealogy Center Collection

- Over 32,000 items on the shelf
- Non-Circulating
- Includes material for 34 states.



## Tips for Using Libraries

- Talk to the staff or volunteers. Let them know what you are hoping to find.
- Search the catalog. Use a variety of subject headings and keyword searches.
- Browse the open stacks. Learn how the collection is arranged and browse sections of interest.
- Use [www.worldcat.org](http://www.worldcat.org) to find other libraries that may have material of interest.
- Call ahead to verify hours and any relevant policies.
- Suggestions for items to bring with you to the library:
  - Change for printing and copies
  - A flash-drive
  - A jacket (libraries can be cold)
  - Your research notes

## Digital Collections

There are many websites that digitize printed material that is out of copyright and make it available to the public. These are important resources particularly for books that are difficult to access otherwise.

## Family Search

To access books follow these steps:

- Login to [www.FamilySearch.org](http://www.FamilySearch.org). It is a free site, but you need an account.
- Click “Search”
- Click “Books”
- In the search bar you can enter, places, names, keywords, etc.

Many of these books are accessible from home, but other are “protected.” Typically, this means they are still under copyright. To access these items, you will need to find them in a library. A good place to start is [www.worldcat.org](http://www.worldcat.org).

## Internet Archive

This is a free site. You do not need to create an account, but you can for additional features like the ability to favorite material to make it easier to find again in the future. To access material follow these steps:

- Visit [www.archive.org](http://www.archive.org).
- Use the search bar in the middle of the page. As you type into the search bar, options will appear below.
  - Use the default (“Search metadata”) to do a keyword search that finds material with those terms in the metadata (the title, items description, author, subject terms)
  - Check the box “Search text contents” to search the full text of all items that have an OCR index (not all, but most books on the site). An OCR index is a computer-generated transcription of a document that can be searched.

## State Resources

Most states have digital libraries and archives for historical resources. Universities will also have similar digital libraries and archives for their region as well. Searching for the name of your state with the terms digital archive or digital collection, can help you find access. These are typically free resources.

## Genealogy Links

### Digital Collections

FamilySearch [www.familysearch.org](http://www.familysearch.org)

Internet Archive [www.archive.org](http://www.archive.org)

Hathi Trust [www.hathitrust.org](http://www.hathitrust.org)

Digital Public Library of America [dp.la](http://dp.la)

Google Books [book.google.com](http://book.google.com)

Library of Virginia [www.lva.virginia.gov](http://www.lva.virginia.gov)

Digital Library of Georgia [dlg.usg.edu](http://dlg.usg.edu)

Texas State Library and Archives [tsl.access.preservica.com](http://tsl.access.preservica.com)

### Other

WorldCat [www.worldcat.org](http://www.worldcat.org)

Waco Library [www.wacolibrary.org](http://www.wacolibrary.org)