

## Special Characters

(continued from previous side)

? - When you add a ? to the end of a root word, it will match all words that have a single character following the root word. For example, a search on 'book?' will bring back results that include 'book' and 'books'. All search terms, unless modified by EXACT or parentheses, will be searched by stemming (i.e. 'book' will match 'book', 'books', 'booked', 'booker', etc.).

*Note: The use of wildcards is restricted to keywords and names that have the first three letters specified.*

## Printing, Emailing, & Downloading

Many of the records in HeritageQuest Online can be printed using the Print option which displays a printer-friendly version of the requested document. Use the browser print option to print out the document.

## Notebook

When you mark an item, it will be saved into your personal notebook and then you can take notes on what you find. You need to save results to the notebook in order to email them to yourself, download them to your hard drive, or to use the advanced print options.

You will see a notebook icon and a checkbox next to your search results. You can select the result and add it to your Notebook by clicking your mouse on the checkbox icon. You can deselect it by clicking a second time.

## View or Take Notes

If you have not taken any notes on a listing, a 'Take Notes' link will appear here. If you have already taken notes on this listing, a

'Take Notes' link will appear here. If you have already taken notes on this listing, a 'View Notes' link will appear here.

## Result Details

You will see the same details that are included in the Results List. Magazine results include author, article title, title of the source magazine, city of publication, date of publication, volume and issue number of the source magazine, page range, and total page count.

Census results include the full index entry. If you save the Census Image to the Notebook, this citation will display an image only, which can only be downloaded.

## Email button

Clicking on the email button allows you to email the notebook listings and your notes to yourself. Please note that you cannot email the page images from the Notebook; you can only email citations.

## Print button

Clicking on the print button allows you to print the notebook listings and your notes. Please note that you cannot print page images from the Notebook; you can only print citations.

## Download button

Clicking on the download button downloads your notebook listings and your notes. You will be taken to the Download screen, where you can select your downloading preferences. Please note that you cannot download page images from this link; you can only download citations. To download the page images, click on the corresponding Image Download link for each listing to access the Image Download section.

**The Virtual Collection @TCPL**  
Access from your home computer  
with a TCPL card

## HeritageQuest Online Genealogy Database

- Over 20,000 Family and Local History Books
- PERSI – Periodical Source Index
- Revolutionary War Collection
- Freedman's African-American Bank Records
- Online Research Notebook



## What is HeritageQuest Online?

HeritageQuest Online offers materials for researching family histories and American culture. This database includes indexes of genealogy resources and original page images. It includes over 20,000 books currently available, the entire U.S. Federal Census from 1790 - 1930, PERSI™, Freedman's Bank Records, Revolutionary War Pension Records, and other expanding collections. HeritageQuest Online can be accessed from home with a valid Tompkins County Public Library card. It includes the following content:

- **Genealogy & Local History Collection**

– This is a collection of over 20,000 family and local history books which includes full-text. Every page of each book is presented and can be easily downloaded or copied.

These titles have been digitized from ProQuest's microfilm collection which assembles genealogies, local histories, primary source materials, and genealogical and local history serials including material from all 50 states and Canada. Titles are included from libraries nationwide including the Newberry Library (Chicago), the Widener Library (Harvard University), the New York Public Library, the Sutro Library, the University of Illinois at Urbana, and others.

- **U.S. Federal Census, 1790-1930** – This includes full-text page images for the entire census, 1790-1930. Some corresponding name indexes are available. Census records can be searched by name, place of birth, age, and ethnicity. Researchers can quickly see all African-Americans or all persons

born in Ireland living in a state or county.

- **PERSI™** - The PERiodical Source Index – PERSI is a comprehensive subject index covering more than 6,500 genealogy and local history periodicals written in English and French (Canada) since 1800. PERSI™ provides the researcher the ability to search on surnames, locations, and methodologies as well as the ability to browse the journals by title and keyword. There are more than 1.6 million article citations currently available, with updates occurring annually. PERSI™ is produced in cooperation with the Allen County Public Library Foundation. \* Articles indexed are not full-text and will need to be interlibrary loaned. Please see the Adult Services Reference desk for assistance.
- **Freedman's Bank Records** – At the close of the Civil War, the Freedman's Savings & Trust Company was the primary bank for America's freed slaves and others from 1865-1874. This HeritageQuest collection documents more than 105,000 bank depositors and over 480,000 of their dependants and heirs. It is considered one of the most important resources for African-American genealogical research.
- **Revolutionary War Pension and Bounty Land Warrant Application Files** – This collection details records of 80,000+ individuals who served in the Revolutionary War and contains both genealogical and historical information. Each veteran's file usually contains six or more pages on each

veteran and normally includes the veteran's former rank, unit, and period of service, age or date of birth, residence, and sometimes-genealogical information on other family members.

## Searching

Each section of HeritageQuest Online has its own search interface. Explore each section's search interface to become familiar with the search options. However, the special characters listed in the next section apply to all search interfaces.

## Special Characters

" " - When you enclose a phrase in double quotes, your search results will match the phrase exactly. For example, the phrase "women and history" will find matches with the exact phrase 'women and history' in them; if you type 'women and history' in the search field, your results will include all matches with 'women' and 'history' in them.

( ) - When you enclose a logical group of terms and operators in parentheses, the database will assign a higher precedence to that grouping of terms. For example, 'smith NEAR john AND boston' evaluates the 'smith NEAR john' part first, but 'smith NEAR (john AND boston)' evaluates 'john AND boston' first.

\* - Adding a \* to the end of a root word will match all words that begin with that set of letters. For example, a search on 'book\*' will bring back results that include 'book', 'books', 'bookmarks', 'bookkeeping', etc.

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