

# WORKSHEET

## Organize Your Family History Writing Project

### PROJECT SUMMARY

What person, family or event is your focus for this project? What do you want the final results to look and feel like, for example, do you want it to be short or long? Do you want a quick read with bulleted names and family charts, or more complex? What about a story heavy with photos, record images and other visuals; more narrative focused; or somewhere in between?

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### FORMAT

How will you share your final product?

- ☐ printed at home or at a copy shop
- ☐ self-published book
- ☐ photo book
- ☐ PDF
- ☐ video
- ☐ slideshow of captioned images
- ☐ other format

Notes: \_\_\_\_\_

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### YOUR AUDIENCE

Who do you hope will read this project?

- ☐ very close family
- ☐ current and future relatives
- ☐ other genealogists
- ☐ history scholars

Notes: \_\_\_\_\_

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### STORIES TO INCLUDE

What stories and topics are important to cover in this project? Continue your list on another page, if needed. Depending on your time and other resources, you may want to break down a long list into multiple writing projects.

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### VISUALS

List family trees, maps, photos, records and personal timelines you want to include. Remember that images you plan to print must have a resolution of at least 300 dots per inch (dpi) when printed at the size you want them to appear in the book. If you have a small photo that you want to be larger in your book, it must have a resolution higher than 300 dpi. Also take into account copyright considerations, and make sure you have permission to use images you find online or in printed sources.

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