

TERMINOLOGY

abstract - essential items taken from an original document.

affinity - relationship by marriage.

alienate - to transfer property to the ownership of another.

apprentice - usually a minor; someone who is bound by a legal agreement to serve an employer for a specified number of years to learn the trade of that employer.

assigns - those to whom the buyer might transfer title by deed or will in the future.

brother - a male sibling. In colonial times may have also been a brother-in-law, half-brother, stepbrother, brother by adoption or a brother in a church.

c., ca., circa - about.

collateral - descending from a common ancestor, but not in the same direct line, i.e. cousins, aunts, uncles, brothers, sisters. See lineal.

consanguinity - blood relationship existing among individuals who descend from a common ancestor.

conveyance - the transfer of title to property from one person to another; the document by which this transfer is effected.

cousin - see full cousin, first cousin, second cousin. In colonial times may have also been an uncle or nephew.

curtilage - a yard or piece of ground included within the fence surrounding a dwelling or house.

deed - an instrument in writing which, when executed and delivered, conveys an estate in real property or interest therein.

double first cousins - children whose parents are brothers and sisters, i.e. Green sisters married Allen brothers. Their children are then double first cousins. Cross first cousins are the children of a brother and a sister while parallel first cousins are children of brothers or sisters.

dower - the part of a deceased man's real estate allotted by law to his widow for her lifetime.

et ux., et uxor - and wife.

escheat - the reversion of property to the government because of the lack of any competent person to inherit.

decedent - the deceased.

devise - a gift by will of real property.

distribution - the division of an estate.

dower - the right of a widow to a life estate in a portion, usually one-third, of the real property owned by her deceased husband.

entail - to settle or limit the succession to real property.

escheat - estate of a decedent with no heirs which reverts to the state.

et uxor or *et ux* - Latin for "and his wife".

executor/executrix - a male/female named by the testator to carry out the provisions of a will.

femme covert - married woman.

femme sole - single woman.

guardian - a person legally appointed to take care of the person and property of another person, who, because of age or condition, is considered incapable of administering his own affairs, such as a minor child, habitual drunk, or idiot.

guardian *Ad Litem* - one appointed by the court to represent a person who is under age or incompetent in a particular pending case only.

heir - one who inherits or succeeds to the property of a decedent.

heir-at-law - one designated by law to succeed to the estate of an intestate.

holographic will - a will written, dated and signed in the testator's own handwriting.

in esse - in being.

intestate - one who dies without leaving a valid will or the estate of such.

inventory - a detailed list of all properties of the deceased.

letters testamentary - authorization by the court to an executor to process the terms of a will.

life estate - an estate that lasts only for the lifetime of the person holding it.

locus sigilli - in place of the seal: usually abbreviated to "L.S." on documents in place of a seal.

exemplification - a copy or transcript.

extract - brief verbatim section taken from an original document.

fee simple - an estate in land in which the inheritor has unqualified ownership/power of distribution.

fee tail - an estate in land limited in inheritance to a specified individual/group/class of heirs.

feme covert - a married woman.

feme sole - an unmarried woman.

first cousins - have grandparents in common, i.e. the relationship of your aunt's children to you.

folio - a leaf or page.

full cousins - descend from a common ancestor by the same number of generations.

generation - a single increment in the line of descent from an ancestor.

glebe - church land.

grandaunt or granduncle - siblings of grandparents.

grantee - a person to whom property is transferred by deed.

grantor - a person from whom property is transferred by deed.

great-grandaunt or great-granduncle - siblings of great-grandparents.

half-brother or half-sister - children who share a common biological parent or persons who descend from different spouses of the same ancestor.

hereditament - any property that can be inherited.

indenture - an agreement for someone to serve another for a specified number of years in exchange for the satisfaction of a debt.

infant - a person under the legal age.

inst., instant. - current, current month.

Junior/Senior - indicating in today's terms a son/father relationship. In earlier times may have also been a nephew/uncle relationship or to distinguish between two men of the same name in the same area, one younger than the other, who may not necessarily be related.

lease - a written document by which the possession of land and/or a building is given by the owner to another person for a specified period of time and for the rent specified.

liber - a book or volume.

lineal - descending from a common ancestor in the same direct line, i.e. parents, grandparents, children. See collateral.

messuage - a dwelling house with its outbuildings/adjoining lands.

minor - an infant or person under the age of legal competence.

minute book - a record kept by the clerk of court of the memoranda of the court's proceedings.

mortgage - a conditional transfer of title as security for performance of a duty or payment of a debt. The mortgagee has the right to possess the land as long as the terms of the mortgage are met. If the conditions of the mortgage are not met, the title reverts to the mortgagor.

nephew - the son of one's brother or sister. In colonial times may also have been one's grandson.

ob. s. p., obit sine prole - died without issue; also died sine prole.

of full age - legal age; depending on time period and jurisdiction, might imply 21 years of age or above.

of lawful age - generally 18 years of age, but depends on time period and jurisdiction; might imply an age between 14 and 21 years.

order book - a record of the judgments or directions of a court.

parcel - a piece of land that cannot be designated by lot number.

poll tax - a head tax; a tax of a specified sum levied upon each person within a jurisdiction and within a specific class such as all males within a certain age range, without referring to property ownership or the lack of it.

quit claim - the release of title/claim to property.

release of dower - in land transfers, the wife of the grantor was interviewed separate and apart from her husband in order to verify her willingness to forego future claim as a widow.

next-of-kin - nearest blood relatives.

nuncupative will - an oral will stated by the testator, usually in a last illness, before witnesses who later reduce the wishes of the deceased to writing.

partition - a division of property.

per capita - by the heads.

per stirpes - by the stock or root.

personal property - movable property; goods and chattels.

posthumous - a child born after the death of the parent.

primogeniture - exclusive right of the eldest son to inherit to the exclusion of the younger sons.

probate - the process by which an estate of a decedent is settled.

probate court - that court having jurisdiction over the probate process.

real property - realty; land and tenements.

receipt - written acknowledgement that money, property or goods have been received.

sale bill - a record of the goods and properties of the deceased which are sold at public sale.

settlement - a report or account itemizing debts, expenses and disbursements of an estate.
The final account or settlement shows the assets left in the estate for distribution.

testamentary guardian - a guardian appointed in a will.

testate - concerning the estate of one who left a valid will.

testator/testatrix - a male/female who makes a valid will.

trust - an estate on deposit for another's benefit.

will - legal declaration of a person's intentions as to the distribution of his property after his death.

relict - the surviving spouse.

second cousins - have great-grandparents in common, i.e. the relationship of your aunt's grandchildren to your children.

siblings - children born of the same parents, i.e. brothers, sisters.

sic - as copied.

spinster - a woman who spins fiber into thread; an unmarried woman particularly one who is still single and past the usual marrying age; a woman who legally transacts business or otherwise acts in her own behalf.

stepbrother or stepsister - children from a couple's former marriages with no blood relationship.

surety - one who makes himself responsible for another's debts or actions; security, bondsman.

tax digest, tax list, tax roll, taxables - a list of taxpayers in a specific jurisdiction and if a property tax list, then the assessed property is also listed.

transcript - a verbatim copy of an entire original document.

typescript - typewritten copy.

ult., ultimo - last, last month.

viva voce - by word of mouth.

viz., videlicet - namely, to wit.

SOURCES

Black, Henry C., editor. Black's Law Dictionary. 5th edition. Joseph R. Nolan and Michael J. Connally, contributing authors. St. Paul, MN: West Publishing Co., 1979.

Myrick, Shelby, Jr., compiler. Glossary of Legal Terminology: An Aid to Genealogists. Nashville, TN: American Association of State and Local History, Technical Leaflet No. 55, 1970.

The Oxford English Dictionary. 20 vols. 2nd edition. Oxford: Oxford University Press, 1989.

ABBREVIATIONS

Ad. Anne Arundel Co., Md.
 ac. acre
 AB Administration Bond
 acct account
 adj adjacent
 adm administrator
 administratrix
 administration
~~Alex. Alexander~~
 amt amount
 app appraisal
 appr appraisers
 A.R. annual return
 atty attorney
 b born
 bal balance
 Benj. Benjamin
 b-i-l brother in law
 bk book
 b/o brother of
 br branch
 bro brother
 ca circa, about
 C.A. Citation for Administration
 Capt. Captain
 Cit. Citation
 ch church
 chld children
 C.H. courthouse
 Co. county or company
 Col. Colonel
 Comm. commissioner
 cr creek
 C.S.A. Confederate States of America
 d died
 Dan. Daniel
 dau daughter
 dec. deceased
 d-i-l daughter in law
 Dist. district
 dist. distributees
 d/o daughter of
 Dr. doctor or debtor
 D.S. Deputy Surveyor
 Eliz. Elizabeth
 Eph. Ephraim
 Esq. Esquire
 est. estate
 Exr Executor
 x Executrix
 f father
 f/o father of
 Fred. Frederick
 furn furniture

g grand
 gal gallon
 Geo. George
 guar guardian
 gs/o grandson of
 inv inventory
 Jas James
 J.P. Justice of the Peace
 J.Q. Justice of the Quorum
 Jos. Joseph
 L.A. Letters of Administration
 Leg. legatee
 Let. Letters
 L.T. Letters Testamentary
 LWT Last Will & Testament
 m mother
 Maj. Major
 M.D. Medical Doctor
 M.H. Meeting House
 m/o mother of
 note note of hand/promissory note
 OND Ordinary Newberry Dist.
 orig original
 O.S. Order of Sale
 p page
 pd paid
 pet petition
 pkg package
 plan. plantation
 pp pages
 r river
 Rcd recorded
 rec. received
 Rev Reverend
 rgmt regiment
 Rich. Richard
 Robt Robert
 R.W. Revolutionary War
 Sam Samuel
 sd said
 sis sister
 Thos Thomas
 Tim Timothy
 tr tract
 v/vs versus
 w wife
 ward minor under age 21
 wid widow
 wid/o widow of
 wit witness
 w/o wife of
 wt weight
 yd yard
 # pounds Sterling pounds
 WA - WARRANT OF APPRAISEMENT

HR Hall of Records

L found stg.

m/m marriage #1
Md HR

Milt. Mil. Serv.

PPA Pos. of Justice
DB
OPR

S. Shelling

E.B. Estate Book

ESQ.

gd/o
GAS/O
AGD/O
ISS - ISSUE
Ident. SC Review

MG minister of God

RB Co. Court Record
Rel - Relict,

s/o son of
Test - Testate

WB Will Book



RECORDING SKILLS WORK SHEET & ASSIGNMENTS

SKILL 1 RECORDING NAMES, DATES, PLACES:

- A. Full name, surname capitalized William Howard TAFT
day, month, full year b. 15 Sep 1857
city, county, state pb. Cincinnati, Hamilton, Ohio
- B. Maiden name used for females, i.e., the First Lady, Mrs. Bush
your comments in brackets Barbara Ann [Anne?] PIERCE
day, month, full year b. 08 Jun 1925
city, county, state pb. Rye, Westchester, New York
- C. Special Cases
no middle name Woodrow [no middle name] WILSON
middle initial only Harry S. [only] TRUMAN
underline unusual spellings Lyndon Baines JOHNSON
(denotes verification)

ASSIGNMENTS

- ASSIGNMENT I: Prepare a family group sheet and a pedigree chart
 no more than three generations
 PRINT, don't use script.
 Show names, dates, locations, as above
 Place your name, address, and the date in "compiler".
 DUE: Wednesday at 12:00 p.m. (Earlier if possible).

- ASSIGNMENT II: Prepare a draft of an autobiography
 not necessary to type
 two pages of writing is sufficient
 Place your name and date in upper right corner
 DUE: Wednesday at 4:00 p.m. (Earlier if possible).

SUGGESTIONS FOR TOPICS TO INCLUDE IN YOUR AUTOBIOGRAPHY:

- Your name - why was it chosen?
 Birth place - why was your family there at the time?
 Memories about your childhood, schooldays, etc.
 What do you know/remember about your parents?
 What do you know/remember about your grandparents?
 Any siblings?
 Your occupation, hobbies, aspirations
 Your marriage and something about your spouse

EXAMPLE OF IDENTIFYING & CATALOGING A HOME SOURCE



ON A SEPARATE SHEET OF PAPER SHOW A CITATION WHICH INCLUDES:

1) Current ownership or location of item; 2) Past owner(s) of item; 3) Item's origin or history (include dates if known); 4) Publication info if appropriate, i.e., family bible; 5) Entries or identifying information on item; 6) Condition of item.

"Photograph in possession of Sarah McLean, 118 Gateway, Benton, Virginia. Mrs. McLean says the photo originally belonged to her greataunt, Ida Woodson, who died in 1932. Photographer is Fowler, 115 S. Western Ave; photo not dated. Mrs. McLean states, 'This is Aunt Ida's sister, Lucille. Aunt Ida told me it was taken the day after Lucille learned her husband Harvey had run off with the waitress at the Come Back Inn. Aunt Ida always said Lucille tried hard not to smile, although she was greatly relieved at the news.' Original photograph is well-preserved."

Waters of...

Since revisions, ^{and additions} are constantly being made, the term "Ibid." may refer to a reference two or more entries back if there has been an intervening entry.

Due to space constraints, descendants of persons not in the direct and continuing line are abbreviated or omitted. Those descendants may usually be found in the primary reference source, or the source may be indicated in the narrative on the event.

If several events are taken from the same source, ~~at each~~ the reference will not be repeated for all events.

In Maryland, all patented land parcels were given a name.

Where county names have changed the primary reference will be to the county in which documents were recorded. Succeeding ~~county~~ name(s) are sometimes shown in parentheses.

It was originally believed the northern parts of York and Union (and Cherokee) counties, SC. were in NC and many original documents were recorded in Bladen, Anson, or Meck. Cos. NC.