

Polish Geneteka: Online Indexes and Images - Handout

Geneteka.genealodzy.pl is a site housed within Genealodzy.pl and contains over 46 million searchable indexes from locations throughout Poland. Oftentimes, these index entries are accompanied by scans housed on the website metryki.genealogy.pl, another site of the parent site Genealodzy.pl.

When accessing Geneteka, I recommend using the browser Google Chrome, as Chrome has the “Translate to English” feature that allows you to view any webpage in English. To access this website, you can either go directly to Geneteka.genealodzy.pl, or you can go to Genealodzy.pl and then click on Geneteka in the second column from the left. Once on the Geneteka webpage, if you are using the Chrome browser, right click on a blank part of the page and select the option from the drop down menu that says “Translate to English”. This will allow you to view the page in English and interact with the site as normal, however, all place names will appear in the English version. As this may occasionally cause confusion in the spelling of a location, I suggest translating the page back into Polish once you begin looking at place names so you can view their accurate spelling. At the top of the page is also the option to view the English version of the site by clicking on the symbol of half of the United States flag and half of the United Kingdom flag.

Next to the flags of Poland and the United States/United Kingdom are icons that will direct you to different pages on the website:

- Home - directs to the Genealodzy.pl main page.
- Map of Poland - directs to the Geneteka home page.
- Magnifying glass - directs to the surname search page.
- Ladder - directs to a list of all record holdings.
- Pencil and A - directs to a list of the different indexers and their amount of work.
- Clock - directs to a list of all of the indexing tasks in progress.
- Wrench - directions on how to index.
- Coins - directs to a donations page.

From the homepage, there are a number of ways to navigate to the searchable index:

1. If you know the name of the parish, you can search in the “*Wyszukaj parafie*” or “Search parishes” search box located to the right of the map. Then, click on the result that best matches your parish.
2. If you do not know the parish, but you do know the territory, you can click on the desired territory on the map located on the left of the page.

3. If you do not have any information on the location, you can use the surname search, found by clicking on the link above the map that says "*Sprawdź występowanie nazwiska*" or "Check the occurrence of the surname". You may also navigate to the surname search by clicking on the magnifying glass icon in the top right of the page.
 - Enter up to two related surnames that would occur on the same record into the first two boxes. Examples of related surnames include two spouses, parents' and children on a birth record, or parents of bride or groom on a marriage record.
 - You may choose to use a wildcard to replace 0-multiple letters in a name. This wildcard is the asterisk * and is often used when the correct spelling of a name is either unknown or has many common variations. For example, Tomaszek may be spelled instead as Tomaszak, Tomaszczek, Tomaszczek, etc. To encompass all spelling variations, the wildcard may be used: Tomasz*k. This is helpful in making sure your search does not exclude any possible matches.
 - The below list will show you the number of times the surname(s) appear in each territory in each category of record; birth, marriage, and death. Start by looking in the territory with the most matches, and then working your way through this list.
 - This method is not guaranteed to find the correct records as it contains a greater room error than the traditional method of searching in a specific parish. The use of a wildcard in this search can help cast a broader net, but it does not always catch everything, especially when unexpected name spelling errors occur. This method, however, may be useful in showing when a specific surname is condensed in one specific area.

Searching in the Database

When you arrive on this page, you will see search boxes on the left and condition check boxes on the right. Most of the time you will be using search boxes exclusively, however, the conditions on the right can be helpful when filtering a large number of search results.

Search boxes:

- The first box, "*Teren*" or "Territory", is a dropdown menu from which you can select the territory you would like to search in.

- The next box, "*Parafia*" or "Parish", is also a dropdown menu that displays all available parishes within the selected territory.
 - This may not be a comprehensive list of all parishes located in this territory as only the parishes that geneteka has records for are listed. If your desired parish is not present, geneteka may not have indexes for them. This does not mean that they do not have any holdings for them, as they may have un-indexed scans available on their Metryki.genealodzy.pl webpage.
 - Instead of selecting one specific parish, you may also select "*Wyszstkie miejscowości*" or "All localities".
- The remaining boxes, "*Osoba*" or "Person" and "*oraz*" or "and", are where you will input the names of the people you are searching for. The first box on each line is for the surname, and the second box is for given names.
 - As mentioned above, the asterisk * wildcard may be used to include spelling variations in your searches.

Filters:

- The first filter, "*Zakres lat*" or "Year range" consists of two search boxes into which you can input a specific year range.
- The second filter, "*Opcje*" or "Options", contains some typical search filters you may expect to see, along with some more specific filters:
 - "*Wyszukiwanie dokładne*" or "Exact search" - search results will only contain exact matches.
 - "*Wyszukaj jako para*" or "Search as a pair" - search results must contain the two listed individuals as a couple.
 - "*Nie wyszukuj w rodzicach*" or "Do not search in parents" - search results will not contain matches where the names appear as parents.
 - "*Wyszukaj również w pobliskich parafiach (15km)*" or "Search also in nearby parishes (15km)" - this filter does not work when "All locations" is selected.
 - "*Wyszukaj tylko indeksy z ostatnich*" or "Search only indexes from recent [insert day amount here]" - use this filter when repeating past searches to see if new information has been uploaded.

Once you have input all of your information and selected any relevant filters, click on the button at the bottom that says "*Wyszukaj*" or "Search". The results of your search will appear below.

Search Results

The search results are separated into three different tabs: "*Urodzenia*" or "Birth", "*Małżeństwa*" or "Marriages", and "*Zgony*" or "Deaths. Each tab may also have different pages indicating additional results.

When searching within a specific parish, there will be a timeline bar between the search filters and the search results. This bar visually displays the specific year ranges that Geneteka has indexes for that specific parish.

Within each section, the matching results are listed from oldest year to most recent year. Each entry will contain information listed in the following columns:

- "*Rok*" of "Year"
- "*Akt*" or "Act" - this refers to the record entry number
- "*Imię*" or "Name"
- "*Nazwisko*" or "Last name"
- "*Imię ojca*" or "Father's name"
- "*Imię matki*" or "Mother's name"
- "*Nazwisko matki*" or "Mother's surname"
- "*Parafia*" or "Parish"
- "*Miejscowość*" or "Town"
- "*Uwagi*" or "Comments"
 - Hovering your mouse over the "i" symbol will give you any notes on the record.
 - Hovering over the "Z" will provide information on where the physical book is held.
 - Hovering over the "A" will provide the username of the person who added the indexed information.
 - Clicking on the "SKAN" button will take you to the digital scan of that record.
 - The scan may be located on a different website and clicking that button will direct you to the site that has the scan.

While not all scans are linked to this index, there is still helpful information that can be gained from Geneteka. Most entries will provide you with the year, record entry number, and the spelling of the names found on the record, which may be useful in locating the document on a different website.