

Guidelines for Transcribing Bibles

A transcription for genealogical purposes is an exact copy of an original document. For this project:

Record the publication date of the Bible if it can be found (check the title page, the copyright page, and the page before the New Testament). Note if there is none. It is not necessary to transcribe the entire page.

Transcribe handwritten entries related to family history in *italic*. Entries may be found on inside covers, a dedication page, blank pages, or margins. Most entries will be found in the family register between the Old Testament and the New Testament.

Include headings in the transcript. Use a standard font, not italic.

Brackets [] are used for notes. For example, if the entries are not on the family register pages [inside front cover] or there are erasures, etc., that affect legibility.

Type the entries **exactly** as recorded, including incorrect spellings, abbreviations, superscripts, strikethroughs, underlines, insertions, etc. If you cannot accurately represent these with your word processor, include a note of explanation in square brackets.

If unsure of a word or phrase, flag it with a question mark in square brackets [?]. If a word is too unclear to read, then replace it with [illegible] in square brackets.

Some Bibles have family trees. If the image is clear and the information duplicates other entries, it does not need to be transcribed. Alternatively, record by generation.

Make a note of any enclosures in the Bible, such as a funeral program, lock of hair, photo, etc. Those do not need to be transcribed.

Keep formatting to a minimum. Columns are a problem so avoid using them—use tabs instead.

Previous issues of the *Bulletin* have Bible articles and transcripts—there are two in June 2022 (pages 31 and 34). <https://gfo.org/learn/our-publications/gfo-bulletin.html>

FAMILY REGISTER

BIRTHS

Martin Sisk McFall was born 29 October 1811

Harriet Brown was born November 7th 1810

Their children

Benjamin Franklin McFall was born the 29th day of August 1837

Sarah [Frances erased] McFall was born May the 27th 1839

Martin V [erasure] McFall was Born June the 19th 1841

James P. McFall was born Decr 21st ~~1844~~ 1844

Daniel Dawson McFall was born 14th day December 1848

[Second Column]

Eugene Martin Wilson was born January 9th [erasure] 1862

William Warren Wilson son of Will and Sallie Wilson was born 28th April 1864

