

## Course Information Sheet

### Family History Workshop

#### **Introduction**

This course is for anyone who has begun to research their family history, or would like to begin, and who needs time each week to dedicate to research and/or recording family history. Learners will work on their personal research. The tutor will provide advice and guidance

#### **What are the course entry requirements?**

This course is for you if:

- if you have already attended a family history for beginners class
- you have an interest in learning about your family, discover interesting details about where and how they lived
- you would like some time each week to work on your research/recording
- you want to produce a variety of written material
- you have are able to use the internet (desirable)

#### **How long is the course?**

See current brochure for details

#### **What will the course involve?**

Learning about the process of tracing your family history, finding out about various sources of information and accessing these where possible. You will form a good foundation from which to develop your research skills.

#### **How will I be learning?**

In a classroom environment or library through tutor presentation, example materials, and use of computers

#### **What equipment will I need?**

A folder, paper for note taking

#### **How will I know if I am making progress?**

During the course your progress will be assessed against the success of your research and also against the development of your research and IT skills. You will be able to assess yourself as the course progresses. The tutor will give you regular feedback about your progress

#### **What course work will I be expected to complete?**

In class you will complete short tasks set by the tutor. Any work completed outside class is voluntary.

***What can I expect to learn from this course?***

By the end of the course you will be able to :

- Plan your research
- Find source material such as civil registration certificates
- Use Church registers and census returns
- Build your research skills
- Collect information from web sites on the internet
- Improve your awareness of the social history of the times

***Will I need to cover anything in addition to the course fee?***

Any Family history documents and information; possible costs for subscriptions to websites; costs for birth, marriage and death certificates

***What other training programmes and progression opportunities are there?***

More workshop courses; join family history societies. Some learners may wish to join a creative writing course to learn about writing about their family history in a creative and interesting way. The course also links to social and local history courses.

If you require in-depth advice on progression opportunities or guidance on career choices please contact our Information Advice and Guidance Officers on 0845 600 1331. For general information about other courses, contact us on the same number or check out the website [www.lancashire.gov.uk/adultlearning](http://www.lancashire.gov.uk/adultlearning)