



# A Chart for the Family Reunion! Tips and Tricks

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# *Covering*

- ◆ Target audience
- ◆ Appearance - fonts, bold, box colours, coloured lines
- ◆ What details to include?
- ◆ Orientation
- ◆ Images
- ◆ So where to start with the Chart?
- ◆ Creating the Chart



## *Target audience?*

- ◆ Family Reunion - sharing the information
- ◆ trying to get missing details from relatives
- ◆ can see what's missing
- ◆ where they fit in
- ◆ special occasion eg. birthday, wedding
- ◆ publication eg. book



## *Target audience?*

- ◆ email chart as attachment
- ◆ images to use in your genealogy program – eg. in *multimedia* in *Reunion*
- ◆ website - either on web page as a chart image or able to be able to view and download PDF
- ◆ CD - as part of a html “*site*” accessible to multi-platforms, don’t need the family history program to view it, not editable



## *Appearance - Fonts*

- ◆ fancy or plain - who are you aiming it at?  
Too fancy can become indecipherable!
- ◆ font size - granny with the glasses may find it hard to view
- ◆ *Tip!* Beware of redrawing “orientation” in *Reunion*



## *Appearance - Bold*

- ◆ 1st line of text - easier to follow changes in surnames
- ◆ larger fonts for name, smaller for details which are often longer
- ◆ *Tip!* Able to manually edit in *Reunion*



## *Appearance - Colours*

- ◆ coloured boxes: generations, groups - ancestors, descendants, one generation, all - depth of colour may be difficult to view on-screen or in presentation
- ◆ coloured borders - easier to read and uses less ink for same effect
- ◆ branches could be different colours for a family reunion matched with name badges
- ◆ shadows - more of a 3D effect
- ◆ no borders - less graphic eg. inclusion in publications



## *Appearance - Coloured Lines*

- ◆ lines of descent - each family at a reunion could be a different colour
- ◆ relationships - useful to show how an individual is related to another





## *What details to include*

- ◆ name only
- ◆ all - useful to see what information is missing - not so good if you have a lot of small children in the tree
- ◆ relationships
- ◆ pictures - include captions if possible
- ◆ title
- ◆ date created
- ◆ contact details for corrections and additions



## *Orientation*

- ◆ Top to bottom - typical form
- ◆ Waterfall - most efficient use of space for Descendant charts
- ◆ Top to bottom with waterfall dropdown from defined generations
- ◆ *Tip!* In *Reunion* changing where the dropdown starts *might* reduce the size of the finished chart



## *Orientation*

- ◆ Left to right - depending on the contents will either:
  - use as little vertical space as possible as it moves across the chart, or
  - fan upward and downward equally as it moves across the chart



# *Images*

- ◆ pictures - preferred or selection
- ◆ scanned documents such as certificates, maps
- ◆ could be a chart you have already created, saved as a graphic and added as an image
- ◆ background image
- ◆ include captions if necessary



## *So where to start for the Chart?*

- ◆ How big is big?
- ◆ What format?
- ◆ Large format printing options?
- ◆ Maximum size available?
- ◆ How expensive?
- ◆ Delivery time? When do you need to complete the charts?



## *How big is big?*

- ◆ A2, A1, A0, B0.....
- ◆ what does this mean?
- ◆ Wikipedia – Paper Size  
[http://en.wikipedia.org/wiki/Paper\\_size](http://en.wikipedia.org/wiki/Paper_size)
- ◆ Papersize cheatsheet  
<http://log.mroumen.com/2007/01/papersize-cheatsheet/>



## *What format?*

- ◆ *Boxchart* – *Reunion* default for creating and saving descendant, pedigree and relative charts - you need *Reunion* to view these files
- ◆ *Save* options as a graphic – TIFF, PNG, JPEG or as PDF
- ◆ *Print* option output – PDF
- ◆ Graphic files more suitable for web, and max size
- ◆ Most printing companies accept PDF files - usually the *easiest* and *best* option for compatibility



## *Large format printing options?*

- ◆ Local – Snap Printing, Officeworks, SCEYA Printing (in SA), Triangle Office Printing
- ◆ USA – Heartland Family Graphics
- ◆ Banner printing? SCEYA Printing and Heartland Family Graphics
- ◆ Others?





## *Large format printing options?*

- ◆ Triangle Office Printing  
PDF format  
Contact is Mark  
Address: 300 Burwood Rd, Hawthorn  
ph: 9819 4242



## *Large format printing options?*

- ◆ Officeworks Photobooks “Poster “ option
- ◆ Can order online, download PC and MAC program
- ◆ Create at home - imports images
- ◆ Takes approx 10 business days
- ◆ Gloss Laminated 180gsm
- ◆ Sizes - Square, Rectangle and Panorama
- ◆ Square 1000mm x1000mm \$69.95,
- ◆ Rectangle 11250mm x 750mm \$69.95, 1500mm x 1000mm \$89.95
- ◆ Panorama 1200mm x 600mm \$72.95, 1500mm x 750mm \$84.95



## *Maximum size available?*

- ◆ SNAP Printing and SCEYA - A0 (840x1188mm)
- ◆ Officeworks - BW and colour B0 (1000x1414mm)
- ◆ Officeworks - Posters:
  - Rectangle* +B0 (1500mmx1000mm)
  - Panorama* +B0 (1500mmx750mm)
- ◆ SCEYA Printing - 2 x banners (610mm and 914mmx14.9m)

# *How expensive?*

- ◆ Varies
- ◆ Depends on what weight (gsm) – 90gsm to 200gsm
- ◆ Depends on what finish – draft, bond, standard, semi-gloss, gloss, satin, canvas, polyester
- ◆ Black and white, colour
- ◆ Discount for quantity?





## *Finishes?*

### Officeworks

- ◆ 5 finishes available
- ◆ Bond (160gsm)
- ◆ Gloss (200gsm)
- ◆ Satin (200gsm)
- ◆ Canvas (only up to A1)
- ◆ Polyester (only up to A0) *new!*



## *Finishes?*

### SCEYA Printing

- ◆ 3 finishes available
- ◆ Draft (90gsm)
- ◆ Standard (170gsm)
- ◆ Semi Gloss(140gsm)



## *Finishes?*

### Banner printing - SCEYA Printing

- ◆ 2 banner widths 610mm and 914mm
- ◆ Up to 14.9m in length
- ◆ 3 finishes – Draft (90gsm), Standard (170gsm) and Semi Gloss (140gsm)
- ◆ Colour printing, no reduction for black and white



## *How expensive?*

- ◆ Black & White or Colour?
- ◆ Significant cost savings can be made if printing black and white instead of colour although colour is rapidly decreasing
- ◆ eg. Officeworks B/W on A0 Bond is 1/3 cost of colour, 1/4 cost of colour on A0 Gloss or Satin
- ◆ A suitable option as a draft or for a family reunion for amending directly on chart 1/8 cost of colour
- ◆ Canvas - still expensive A0 \$199




## *How expensive?*

- ◆ Canvas - still expensive option, order online, takes longer 5-6 days minimum
- ◆ eg. Officeworks - A1 \$46, some A0 available approx \$95
- ◆ eg. Officeworks Stretched Canvas prints - upload images
  - < A1 860x645mm \$139
  - < A0 1016x762mm \$199

[http://www.officeworks.com.au/ims\\_docs/static/services\\_large\\_format\\_printing.pdf](http://www.officeworks.com.au/ims_docs/static/services_large_format_printing.pdf)





## *Delivery time? When do you need to complete the Chart?*

- ◆ Snap Printing and Officeworks - shortest turnaround within a day and local pickup
- ◆ Allow time for possible overnight delays in case printer is set up for another job
- ◆ Officeworks - Poster 10 days turnaround - mail or local pickup
- ◆ SCEYA Printing – 3 days post payment, if delivery required up to 7 to 14 days interstate (SA)
- ◆ Heartland Family Graphics – overseas (USA) - mail



## *Creating the Chart*

- ◆ What to include?
- ◆ Setting up the Page Setup Size
- ◆ Setting up the Chart Layout
- ◆ Setting up the Box Layout
- ◆ Ready to Roll!
- ◆ Too Big! What now?
- ◆ Transporting the Chart
- ◆ What would I do next time?
- ◆ What else can you do with the Chart?



## *Creating the Chart*

- ◆ Most accurate information
- ◆ Scanned pictures, including newspapers cuttings
- ◆ Think about what to include/not include on chart?
- ◆ Set up printing size options



## *What to include?*

- ◆ Events – birth, date, burial and marriage
- ◆ Relationships – who is related to who and how
- ◆ Pictures – if you have a picture do you want to include it? ie. *a name to a face*



## *Setting up the Page Setup Size*

- ◆ Need to allow for print margins
- ◆ Officeworks and Snap Printing customised page sizes for A0, A1, B0  
6mm print margin
- ◆ SCEYA Printing banners 2 sizes  
18mm print margin



## *Setting up the Page Setup Size*

- ◆ Aim is to have final chart print to *one* PDF page not across multiple PDF pages – this a critical point
- ◆ *Tip! Reunion* - under *Page Setup, Manage Custom Sizes*



## *Setting up the Family Reunion Chart Layout*

- ◆ Aim is to have the *same* layout so set up a customised chart layout
- ◆ Tip! *Reunion* - under *Create, Descendant Chart, Layout, Default, Define Layouts, Add Layout*





## *Setting up the Chart Layout*

- ◆ eg. Name of layout is “Family Reunion”, select *Settings* for each field for person, spouse and family, name setup, append to names, and event format
- ◆ *First line bold in Name Setup, Append to names, Relationships* is my personal preference



## *Setting up the Chart Layout*

- ◆ Event on *same line* or *line below*
- ◆ choice may impact on width and height of finished chart depending on your information and number of people included



## *Setting up the Chart Layout*

- ◆ Orientation – *Top-to-bottom*
- ◆ *Waterfall* at a specific *generation* – maximise chart on print size
- ◆ *Tip!* In *Reunion* - *Trim all boxes* – reduce space, especially if you have several place names much longer than others



## *Setting up the Chart Layout*

- ◆ Frame – *Frame title*, frame borders
- ◆ No frame? Occasionally large charts might not be printed straight on the paper
- ◆ *Tip!* In *Reunion* - delete all frame features, *Save Default Frame Attributes*
- ◆ Title
- ◆ *Tip!* In *Reunion* add after chart is generated, select *Edit, Add Text Title* and customise size, font, colour and placement



## *Setting up the Box Layout*

- ◆ Box outline and colour, box fill colour, width and colour of shadow
- ◆ *Tip! In Reunion select Object, Box, Save Default Box Attributes*



## *Setting up the Box Layout*

- ◆ Positioning of pictures in boxes – top, bottom, centre, RH justified...
- ◆ *Tip! In Reunion select Object, All Boxes, Place picture in box, alignment centred (6 options available), Save Default Box Attributes*



## *Ready to Roll!*

- ◆ Descendant top-to-bottom chart for all 1485 people, 8 generations and preferred picture
- ◆ Result 759 x A4 pages or SCEYA banner 35 x 14.9m pages (over half a kilometre)!
- ◆ Large or small venue? Big problem!
- ◆ What to do?



## *Too Big! What now?*

- ◆ Create a descendant chart with a *different colour* for *each* child within the first generation
- ◆ Create separate descendant charts for each child with descendants with *matching colour* to first chart
- ◆ Colour name badges to match individual family chart
- ◆ Small booklet to accompany larger chart





## *Too Big! What now?*

- ◆ *Tip! In Reunion change Orientation – Tree, Orientation, Top-to-bottom, Waterfall with Waterfall orientation starting at a lower generation*
- ◆ *Reduce Scale in Page Setup*
- ◆ *Increase font size in Box setup to allow for readability with the scale reduction*



## *Transporting the Chart*

- ◆ Large cardboard rolls may not be large enough to protect all the chart eg. Officeworks only goes up to 850mm tubes
- ◆ Plumbing pipe cut to size with push on caps – eg. Bunnings - robust and great for later storage
- ◆ Crumpled tissue or foam to stop edge damage



## *How would I do next time?*

- ◆ Print a *draft* on A0 in black and white to get a better idea of the *overall* page layout – a cheap alternative @ \$3.69!
- ◆ Stop updating the family tree and start creating the final charts well before 1 week out!



## *What else can you do with the Chart?*

- ◆ email - as an image attachment beware of the *format* (tiff/jpg) and *size* as a courtesy to the recipient
- ◆ email as a PDF - multi-platform, not *usually* as large in size as an image. PDF options - multiple pages/one page user defined size
- ◆ let them print them out at their own expense!



## *What else can you do with the Chart?*

- ◆ upload *image* to website

<https://sites.google.com/site/fisherandellisfamilies/ancestor-chart>

- ◆ or upload *PDF* to website...so family can view/download/print...their choice!

<https://sites.google.com/site/fisherandellisfamilies/home/ellis-families/edington-families/family-tree-edington>



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Questions?*