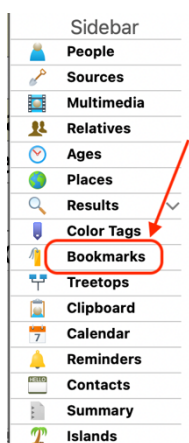


# The Bookmarks Sidebar and Quickbar

Martha Wallace – January 26, 2023  
Silicon Valley Computer Genealogy Group  
Adapted from the Reunion for Mac Contents

## The Bookmarks Sidebar

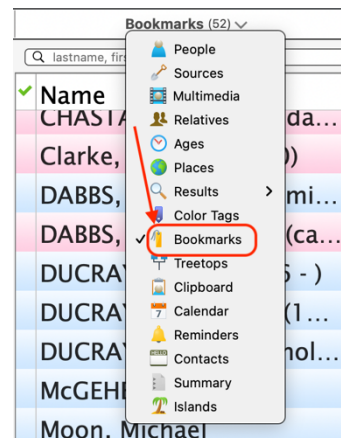


The Bookmarks sidebar is a collection of names available for instant recall. It can hold up to 500 people. You decide who to add and remove.

It's in the sidebar on the left *and* on the dropdown list on the right. In the list on the right, you can navigate as usual to any person by double-clicking on the name.

### Adding people:

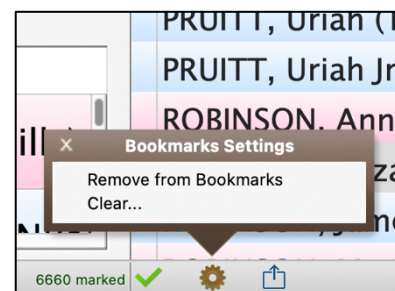
- Drag a person's button to either location – the icon in the left sidebar or the drop-down list on the right.
- Click the menu button in a person's button (the little ▼ in the upper-right corner of their button) and choose *Add to Bookmarks* from the drop-down list.



- Control-click a person's button and choose *Add to Bookmarks* from the drop-down list.
- To add a couple, drag the marriage field to either location. They're added as separate people.

**Removing people:** (removing someone from the list does not remove them from the family file).

- Control-Click a name in the list and choose *Remove* from menu that appears
- Click a Person's *menu button* (the little ▼ in the upper-right corner of their button) and choose *Remove from Bookmarks*. This menu also appears if you Control-click anywhere in a person's button.
- Select a name and then click the *Settings* button (at the bottom of the list on the right). Then select *Remove from Bookmarks*.
- Also in the settings, you can choose *Clear* to remove all of them on the list. Useful if you have finished the project.



**Tip:** If the [List color mode](#) is set to **Color lists by sex**, you'll notice color coding (by sex) applied to entries in the Bookmarks sidebar. (In Preferences (Settings)>General, choose either by sex or Mac OS X list colors (which alternates white and light blue).

**Tip:** Set actual colors for sex: go to *Preferences (Settings)>Family view> Miscellaneous*. (November 2020)

**Share:** You can share the list with someone and print it out for reference.

**Mark:** You can mark and unmark people on the list as usual. (April 2021)

### Ideas for using the Bookmarks Sidebar:

- If working on a project for a particular family branch, to quickly get to the people in the project, put them in the Bookmarks. This provides a summary of what you've been working on and you can clear the list when you are done with the project.
- Fill the bookmarks list with one person from each "line" of your ancestors. For example, bookmarking only your eight great grandparents and use them...like bookmarks!
- List your DNA results relatives to keep a record of those you have contacted.

Meeting link <https://tinyurl.com/3kvjnnz5>

Also available at SVC GG.org under Meetings>Monthly Meetings>Ongoing Classes>Thursday.

Handouts - <http://www.svcgg.org/MeetingHandouts.html>

Topic suggestions - [programs@svcgg.org](mailto:programs@svcgg.org) or [marthawsv@mac.com](mailto:marthawsv@mac.com)

## The Quickbar

The Quickbar is a strip of buttons along the top of the family view.

To hide/show the Quickbar, choose *Window>Quickbar>Hide/Show*.

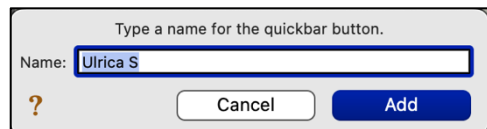
It provides the fastest way to get to a person or family. Just click a name in the Quickbar to get to that person's family page.

There is a limit of 50 names in the Quickbar. Visibility of those names depends on screen size.

You can drag and drop people or families to this bar and give them any name you want.

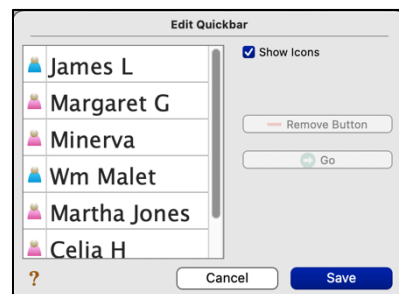
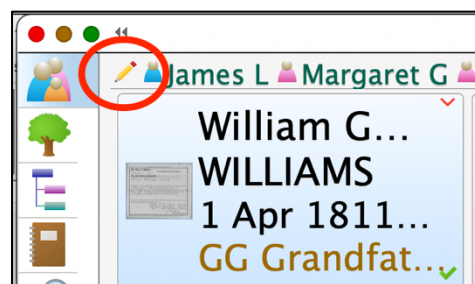
### Adding people:

- Drag a child, husband/wife, or parent button to the Quickbar. You can also drag people from a sidebar or List window directly to the Quickbar.
- To **add a family**, drag a marriage button to the Quickbar. Or, in any list that includes “couples,” just drag the couple directly to the Quickbar. They are added as a couple.
- The **Quickbar Button** name window appears when you drag somebody to the Quickbar. Type in any name for a Quickbar button, including nicknames. Keep the names short, so that you can fit more buttons on the Quickbar. The name on a Quickbar button can be different from the name of the person in your family file.
- To change Quickbar font and color, go to *Preferences (Settings)>Family View>Miscellaneous>Text>Quickbar* (November 2020)



### Edit Quickbar

- The pencil icon on the left opens the edit Quickbar list.
- *Rename Quickbar Buttons* – Click on a name in the edit list and retype it. This doesn't change the name of person in file.
- To *show/hide* icons (the little color-coded people) on the Quickbar, click or unclick the box in the list opened by the pencil. You can also choose *Window>Quickbar>Text Only/Icon & Text*.
- The **Go** button in the Edit Quickbar window lets you navigate to a person/family record. But it's faster to just click on the Quickbar.
- *Reposition* – drag the name horizontally. Initial placement depends on where you dragged/dropped it.
- *Remove* – drag the name off the Reunion window or click the *Edit Quickbar* button (pencil), select name, and click *Remove*.



### Ideas for Using the Quickbar

- Keep your brick walls in this list.
- Some use it for listing all 8 greats.

### State of the Group – what we've done and what we are going to do.

- Sponsored by the Silicon Valley Computer Genealogy Group (SVC GG).
- The meetings are free to attend; membership is encouraged at only \$20 a year to support the organization.
- Previous classes were held in person at the SVC GG monthly Saturday meetings, with the Reunion group meeting every other month (six times a year).
- Since 2020 and Covid we have met online. Our goal now is to meet nine times a year on 4<sup>th</sup> Thursdays (except 3<sup>rd</sup> Thursday in November). We plan to continue zooming, with further decisions made when the organization meets in person again.
- Reminders with the meeting link are sent out to the email list on the Monday before the meeting and on the day of the meeting. The link to the meeting is also found at our website under Monthly Meetings>Thursday.
- Handouts for our meetings are online at <http://www.svcgg.org/MeetingHandouts.html>, going back to 2012 and Reunion 10!
- Beginning with October 2021, recordings of these meetings are available in the members section of the web site, <https://www.svcgg.org>.

## Topics covered in 2020-2022

<b>2020</b>		
July 16	Relatives and Relationships	Martha Wallace
August 27	Nuts and Bolts	Martha
September 24	Books	Kathy Nielsen
October 22	Charts! Share Your Genealogy Visually	Martha
November 19	Customizing Family View	Martha
<b>2021</b>		
January 28	Multimedia (plus poll)	Martha
February 25	What's New in Reunion 13	Martha
March 25	Web Project	Martha
April 22	Marking People and Making Lists	Martha
May 27	The Find Feature	Martha
June 24	Mapping	Martha
July 22	Match and Merge	Martha
August 26	Color Tags	Susan Rogers
September 23	Clipboard (includes Plausibility Reports)	Martha
October 28	Books in Reunion: Adding Documents	Bill George
November 18	List Windows	Martha
<b>2022</b>		
January 27	Family Group Sheets (plus poll)	Martha Wallace
February 24	Are You Using All the Features in Reunion 13?	Susan Rogers
March 24	Search the Web Function in Reunion	Martha Wallace
April 28	No class	Break
May 26	Data Entry (Ease of)	Martha Wallace
June 23	Data Entry (part 2)	Martha Wallace
July 28	No class	Break
August 25	Fan Charts	Susan Rogers
September 22	The Tree View (+Recording Census Records)	Martha Wallace
October 27	Large Format Charts	Bill George
November 17	Working with Sources	Martha Wallace
December 22	No class	Break

## Tentative schedule for 2023

<b>2023</b>		
January 26	Quickbar and Bookmarks (plus poll)	Martha Wallace
February 23	Unused Sources	Susan Rogers
March 23	Multimedia	Martha Wallace
April 27		Break?
May 25	Reunion: The Manual	Martha Wallace
June 22	Using the Notes Feature	Kathy Nielsen
July 27		Break?
August 24	Customizing the Family View	Martha Wallace
September 28		Martha Wallace
October 26	Lists	Kathy Nielsen
November 16		Martha Wallace
December 28	No class	No class

Meeting link <https://tinyurl.com/3kvjnnz5>

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