

The Persons Tool

The Persons Tool manages the information about the individuals that have been added to a project. During the import process, if the person or persons do not already exist in the project, the persons are automatically added to the project.

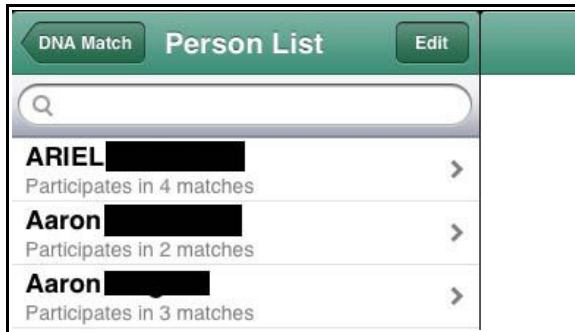
Using the Person Tool



Tap the Person Tool button in the main menu to reveal the Person Tool list view. The list view

presents in alphabetical order the persons that are members of the project and the number of matches that each person participates in.

The Person List View



Tap in the search bar above the list and the keyboard will appear. Type the name of the person you are searching for. Text entered into the search bar is case insensitive, but spelling must be correct. When the name you are searching for appears, tap on it to reveal the Person Detail View in the right hand view.

The Person Detail View

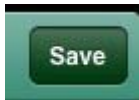
Person Detail		Cancel	Save
Name	<input type="text" value="Aaron Pshemish"/>		
Email	<input type="text" value="abc@nowhere.com"/>	✉ Email	
Gender	<input type="text" value="M / F"/>	Match Type	<input type="text"/>
Mat. Haplogroup	<input type="text"/>	Pat. Haplogroup	<input type="text"/>
NOTES <div style="background-color: #cccccc; height: 40px; width: 100%;"></div>			
There are 1 surnames associated with this person	View Surnames	Add Surname	
There are 0 close relatives associated with this person	View Close Relatives	Add Close Relatives	
There are 2 siblings associated with this person	View Siblings	Add Sibling	

Persons are created automatically by the Import Tool but

contain only the name of the person. The Person Detail View provides the means to enter and save additional information about the person into the project. The additional data that is added to the person can be used as search criteria in the Matches Tool.

Buttons and Fields

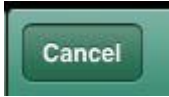
Save Button



Tapping the Save Button saves the updates that you have made to the persons detail information. It is best not to tap the Save Button until you have finished making all your changes to the person as tapping the Save Button closes the Person Detail View.

Important, You must tap the Save Button before exiting the Person Detail View or your updates will be lost.

Cancel Button



Tapping the Cancel button cancels any changes to the persons information that have not been saved.

Name

The name field contains the name of the Person that was obtained from the import process. The name field is read only and it cannot be edited.

Email



Use the Email field to save the person's email address. When an email address is provided, tapping the Email button will launch an email view from which you can enter an email message that can be sent to the person.

Gender

Tap inside the Gender field to see the available options. You can select M or F from the options popup. If you do not want to enter a value, tap on the iPad's screen outside of the popup view and the popup will be dismissed. Gender can be used as a search criteria in the Search Criteria View.

Match Type

The Match Type field identifies the persons match as coming from either the maternal side, the paternal side, or both sides. Tap inside the Match Type field to see the available options in a popup. Tap the appropriate match type in the popup to select it. Match Type can be used as a search criteria in the Search Criteria View.

Mat. Haplogroup

The Maternal Haplogroup field is used to store the maternal haplogroup of the person. Tap inside the field

and the keyboard will appear. Tap the return key when you have finished entering the Maternal Haplogroup. The maternal haplogroup can be use as a search criteria in the Search Criteria view.

Pat. Haplogroup

The Paternal Haplogroup field is used to store the paternal haplogroup of the person. Tap inside the field and the keyboard will appear. Tap the return key when you have finished entering the Paternal Haplogroup type. The paternal haplogroup can be used as a search criteria in the Search Criteria view.

Notes

The notes field provides a means to enter notes or comments about the person and their relationship to you. The field will scroll to allow you to enter more text then the view shows. The **Return key** on the keyboard functions in a way to allow you to have multiple

paragraphs. To dismiss the keyboard tap the hide keyboard key on the bottom right corner of the keyboard.



Surnames

The Surnames section provides you with the following information about the surnames associated with the person:

- The number of surnames that have been associated with the person
- the ability to view the list of surnames associated with the person
- the ability to add or associated the person with a surname.

To create an association between a surname and a person, the surname must have been previously created by the Surnames Tool. [Learn how to create a Surname here.](#)

View Surnames Button



Tapping the View Surnames button launches a popup that lists the surnames that have been associated with the person. To dismiss the popup, tap on the iPads screen outside of the popup.

Add Surname Button



To create an association between a surname and a person, tap on the Add Surname button. A list of available surnames in the project will be shown. Scroll through the list and tap on the surname that you wish to associate with the person. To associate additional

surnames with the person repeat the process.

Before you exit the Person Detail View, remember to tap the save button to save your updates or they will be lost.

Close Relatives

There is no hard definition for Close Relatives, but in general close relatives would be persons who are ***closely related to the primary person for a project***. So known brothers, sisters, cousins, aunts, uncles, etc. would be examples of close relatives.

By their very nature, close relatives tend to have very large matching DNA segments. When searching for overlapping DNA segments of more distant relatives, the results can be misleading when close relatives are included in the search.

The Close Relatives feature filters out the close relatives of the primary subject in queries. This is explained more fully in the [Match Tool](#).

View Close Relatives Button



Tapping the View Close Relatives button presents a popup list the close relatives that have been associated with the person. The popup list can also be used to remove the association between a person and a close relative.

To remove the association of a person to a close relative, tap on the Edit button on the top right hand side of navigation bar in the popup.

1. The EDIT button will change to a DONE button.
2. The list of close relatives will be put into edit view and a red circle with a white minus sign will appear in all the list's rows.
3. Tap on the minus sign for the close relative that you want to remove and a delete button will appear to the right of the person.
4. Tap the delete button.
5. To delete additional close relatives, go to step 3.

6. When you are finished deleting, tap the done button.

As always when you make a change to a person, be sure to tap the Save button before leaving the Person Detail View.

Add Close Relatives Button



Tapping the Add Close Relatives button presents a popup list of individuals who can be associated with the person as close relatives.

- Use the search bar to search for the person that you want to associate person with the as a close relative.
- Tapping on the name will add the person as a close relative.
- Repeat the procedure to associate additional close relatives with the person.

Be sure to tap the Save button before exiting the Person Detail view.

Siblings

While Close Relatives are applied to the primary person of the project or query, Siblings are applied to the secondary persons of a query. The use of siblings provides a short cut method to automatically include siblings of secondary persons in a query when the search criteria “Include Siblings” is selected.

As an example assume the primary person for a query is John Smith and he is being compared with Mary Jones. Mary Jones has a brother Tom Jones and a sister Helen Doe. If Tom and Helen have been added as siblings of Mary, then if the query specified include siblings the results that would be returned would not only include John versus Mary, but also John versus Tom and Helen.

View Siblings Button



Tap the View Siblings button to view a popup list of individuals associated to the person as siblings. As with the Close Relatives View, the popup listing of siblings can be used to remove the association between the person and a sibling. Use the EDIT button to reveal the delete dialog and follow the same procedure for deleting a close relatives to removing a sibling.

When complete remember to tap the Save button before exiting the Person Detail View.

Add Siblings Button



Tap the Add Siblings button to view a popup list of the available individuals that can be associated with the person as a sibling.

- Scroll to the individual you which to add as a sibling of the person.

- Tap on the name to add the individual as a sibling of the person.
- To add additional siblings, repeat the process.

Remember to tap the Save button to save your changes before exiting the Person Detail View.