

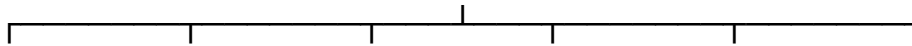
## Tree drawing in Word

You may from time to time need to incorporate a simple family tree, say, parents and five children, into a document. This is how I do it using Word.

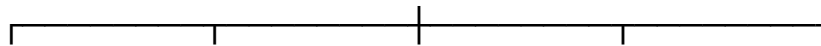
You will be inserting symbols into text in the normal way. Select Insert, then Symbol and then More Symbols. In the big window that opens, there's a small box for Font: select Arial. Alongside it is a box called Subset: select Box drawing, or simply scroll down until you reach a set of symbols that include the following:

┌ - ┐ ⊥ † ⊏

You can then combine these six symbols to give you a tree for an even number of children thus:

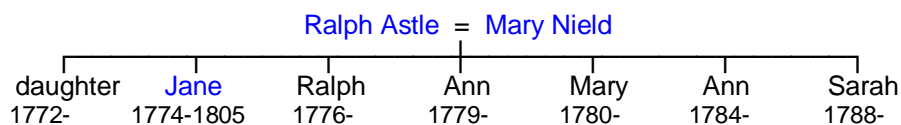


or an odd number thus:



Once I had got the knack of it, what I did was create a tree for 2 children, 3 children, 4, 5, etc., on a blank document, and saved it. Once I'd done it, I could copy and paste trees into new documents to my heart's content. (In fact, I have just gone to it and copied and pasted the two trees above.) In practice, I've found there's an upper limit of ten children, after which it gets a bit complicated, but I have taken it to 14 in order to accommodate all Grandma's siblings.

Here's one we made earlier. I always indicate my ancestors in blue, by the way.



There are literally dozens of such trees in the write-up of my own and my wife's family history, which has been an on-going project for twenty years now. Trees like the above, set in the appropriate part of the text, make for easier reading and easier understanding, not just for members of the family who are not genealogists, but also for me.

I always have my laptop with me at our monthly meetings and I'd be happy to guide you further if you are having any difficulty.

Ian Cameron

Group Website Administrator