

6. BELLS and WHISTLES in *REUNION*

Creating Familiar Charts

Note: See “Creating Basic Charts” in the Manual

1. Five- Generation Pedigree

- Navigate to the individual you want in the primary position.
- Click the “Overview” icon (binoculars) in the tool bar, or go to Find --> Overview
 - If the desired individual is not in the primary position, click the blue double arrow next to that position and choose correct individual from the list.
- Click the “Print” button in the lower left corner.
- You may print the chart or save it as a .pdf file.
 - To save it as a .pdf file:
 - In the “Print” window, click the “PDF” button at the lower left.
 - Choose “Save as PDF.”
 - Select the place to save, then click “Save.”

2. Family Group Sheet

- Navigate to the father whose family you want to chart.
- Go to Create --> Family Group Sheet
- Make selections for “Who” and “Format” and type in the title.
- In the “Layout” field, click the blue double-arrow, then choose “Define Layout.”
 - You may use the “Default” layout, or create a new layout.
 - To create a new layout, click the “Add Layout” button in the left column.
 - Give the new layout a name.
 - Select the desired options for each of the topics in the center column.
- Click the “Print” button to either print the chart or save it as a .pdf file.

3. Person Sheet

- Navigate to the individual whose sheet you wish to create.
- Go to Create --> Person Sheet.
- Follow the directions for Family Group Sheet.

Creating Fancy Charts

Note: See “Creating Graphic Charts” in the Manual

1. Pedigree Chart

- Navigate to the individual you want in the primary position.
- Go to Create --> Pedigree Chart.
- In the small window that opens:
 - Designate “Who” and the number of generations.
 - If desired, make choices in the “Prune” and “Include” fields.
 - In the “Layout” field click the blue double-arrow then choose “Define Layouts.”
 - Check the options that have been chosen in the “Default” layout.
 - You may choose to use “Default,” or you can choose your own options.

- You may create a new layout by choosing “Add Layout” in the left column.
 - Name your new layout.
 - Make your choices for each of the topics in the center column.
- Click “Chart.”
- Reunion will create the chart as per your choices.
- The chart may be edited or manipulated in many ways.
- For editing instructions, see the manual: Pedigree Charts --> Editing Tree Charts.
- The chart may be printed or saved.
 - Several pages may be needed to print the complete chart:
 - With the chart open, go to File --> Print.
 - The chart may be saved as a chart in the “Charts” folder inside *Reunion*:
 - With the chart open, go to File --> Save As.
 - Give the chart a name that makes sense to you.
 - The chart may be saved as a graphic file:
 - With the chart open, go to File --> Save Graphic File.
 - Choose the graphic format.
 - Give the chart a name that makes sense to you.

2. Fan Chart

- Navigate to the individual you want in the primary position.
- Go to Create --> Fan Chart.
- Follow the basic steps above.

3. Other Charts

- Other types of charts are available in the “Create” menu.
- The basic steps for creating them follow the above.
- Refer to the manual for further refinements.

Create More

Note: See the manual for full instructions.

1. MobileMe and iDisk (Manual --> Using Reunion with MobileMe...)
2. Web Publishing (Manual --> Web Publishing)
3. Web Family Cards (Create --> Web Family Cards)
4. Pod Cards (Create --> Pod Cards)
5. Timeline Chart (Create --> Timeline Chart)
6. Slideshows (Create --> Slideshow)