

FOLD3 BASICS



Features in Fold3

- Accessible at Elmhurst Public Library without Library Card Number
- Accessible outside Elmhurst Public Library with Library Card Number
- Fold3 basic account is free—add annotations, comments, and memorials
- Owned by Ancestry.com

Search Tips

The **wildcard character (*)** will account for various name spellings. For example, searching **Hans*n** will return results for both **Hanson** and **Hansen**

A screenshot of the Fold3 search interface. It shows a search bar with fields for "First Name" and "Last Name", each with a "Sounds like" checkbox. There are buttons for "Search", "Hide Advanced", "Browse", and "Watch". Below the search bar is a section for "ADVANCED FIELDS" with a "Keyword" field (placeholder: "Keyword (military unit, rank, application number, etc)"), a "Place" field (placeholder: "Location name (state, county, city, precinct, etc)"), and a "Year Range" section with "From" and "To" dropdowns. There is a checkbox for "Include OCR matches (Example: newspaper text)" and a dropdown for "Added in the past" set to "Any time". A "Search" button is at the bottom.

Filtering Results

The far left panel filters results by Categories (i.e. Revolutionary War) and/or Titles (i.e. WWI Draft Registration Cards).

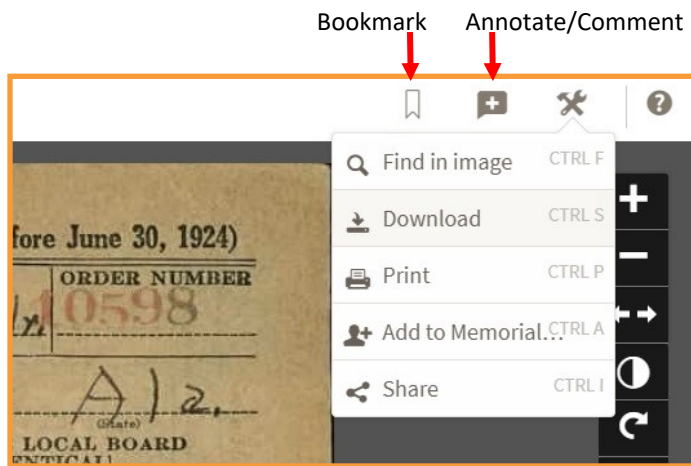
The center panel allows users to filter by Year, State, Military Service, Military Unit, Document Type, and Year Added.

A screenshot of the Fold3 "Categories" and "Titles" panel. It shows a list of categories with their respective counts. The categories are: Revolutionary War (21,006), War of 1812 (37,075), Mexican American and Early Indian Wars (12,719), Civil War (78,100), Spanish-American War (4,990), World War I (211,282), World War II (76,065), Korean War (11,974), Vietnam War (10,171), Recent Wars (16), International (185,668), Non-military Records (189,256), and Pages and Member Uploads (22,416).

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Save / Print

To save and/or print a document in Fold3, select the hammer and wrench icon in the corner of a document. This will allow you to download (or save) the image to your computer or to print the image. There are also options to bookmark, annotate, and add to memorial.




Toolbar



- Zoom In
- Zoom Out
- Fit to Window
- Brightness and Contrast
- Rotate
- Fullscreen

Transcribing Feature

When viewing records, the  icon below will create a split screen that shows the digitized, written record above, and a typed version of the record below.

