

# Merging **Duplicates** in FamilySearch Tree

The screenshot shows the FamilySearch Tree merge interface. At the top left, a 'Tools' menu is open, with 'Possible Duplicates' circled in red and labeled '1'. To the right, a person's details page for 'Joshia B...' is shown, with a 'Review Merge' button circled in red and labeled '3'. Below the details, a 'Merge Persons' dialog is open, comparing two records for 'Joshua Buckley'. The left record is for a living person (6 March 1819 - 22 April 1901), and the right record is for a deceased person (1819 - Deceased). A large blue arrow labeled '4' points from the right record to the left record. In the merge dialog, the 'Replace' option is selected for the name field, which is circled in red and labeled '4'. Below the merge dialog, a 'Continue Merge' button is circled in red and labeled '6'. At the bottom of the merge dialog, there are options for 'Continue Merge', 'Not A Match', and 'Cancel'. A '5' is circled in red near the 'Add' and 'Reject' buttons for family members.

- 1 Click on Possible Duplicates from the details person page.
- 2 You may click under a name and go to person details page to review this person before merging them.
- 3 Click on “Review Merge”
- 4 Everything on the right goes away. Everything on the left stays. Click on “Replace” if fact on the right is better or “Reject” if not better
- 5 Click “Add” on any family members that do not have the same PIN as those with same name on the left. (If they are the same PIN, the name shows directly across)
- 6 Click “Continue Merge”.

You can say “Not a Match” (which goes into a special file that you can review later) or “Cancel”

- 1-You cannot merge records of living people.
- 2- You cannot merge records of a living person with a record of a deceased person. If necessary, change the death information on the living person then go thru merge.
- 3-Memories do not display on the screen. However all memories and notes, sources and discussions are merged automatically to the person on the left.
- 4- A life sketch does not automatically merge. Choose “Add” or “Replace”.
- 5- Read reason statements. Keep the version with the preferred reason statement.

Hide All + Add Spouse

**Joshua Buckley**  
1819-1901 • LZGD-LV8

Marriage: 18 DEC 1845  
Buckeye, Pocahontas, Virginia

**Lucinda L Adkisson**  
1826-1887 • LZGD-GK5

Preferred

**Nancy Alcinda Blake Buckley**  
1860-1934 • KGCV-YTH

More

**Joshua Buckley**  
1819-1901 • LZGD-LV8

No Marriage Events

**Lucy**  
1828-Deceased • M21T-H9F

Preferred

Children (1)

**Nancy A. Buckley**  
1859-Deceased • M21T-4K3

Possible Duplicates 5 Merge by ID Not a Match 0

**Merge by ID**

Merging is a complex process in which you decide if two people are the same person. Please take the time necessary to carefully review each possible duplicate.

Current Person ID  
**Lucinda L Adkisson**  
LZGD-GK5

Possible Duplicate ID  
M21T-H9F

Continue

Latest Changes

Merge Completed  
19 September 2016

Merge Started  
19 September 2016

Parent-Child Relationship Deleted  
19 September 2016

Show all

Tools

Possible Duplicates

Report Abuse

Delete Person Unavailable

**Unmerge**

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**Joshia Buckley**  
MGL5-635 ☆ Watch

BIRTH Abt 1819  
Va

DEATH Deceased

PERSON DELETED

PERSON

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- 7** Here the above family has 2 duplicate mothers and 2 duplicate daughters. To resolve Nancy, copy the PIN of one of them (usually the one with the least information) and go into the other Nancy's person page, click on "Possible Duplicates" and "Merge by ID". Do the same for the Mother, Lucy.
- 8** Here you can review records you declared were "Not a Match".
- 9** To undo a merge, go to "Latest Changes" on person details page and click the one at the top.
- 10** Click on "Unmerge" by their name.
- 9** If you or others have done anything else to their details page since you merged them, you will have to go the "Latest Changes" again and find the one that was deleted, and click under their name.
- 11** Click on "PERSON" in the summary box that comes up. Then you can click on the
- 12** "Restore Person" and that person will be restored. Give a reason why you restored them.

PERSON DELETED

This person was deleted by merge.

Surviving Person **Nancy Alcinda Blake Buckley**

Reason This Person Was Merged  
same parents

Person Deleted 19 October 2016 by :

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**Restore Person**