Genealogical Education Program

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<u>GEP Courses</u>

The GEP Courses are designed to help members learn basic genealogical skills which they can use to prepare papers.

They are available online.

There are seven courses which range in focus, length, and cost.

GEP 1: Introduction to Genealogy Research for DAR Applications

- Focuses on locating genealogical documentation, identifying documentation, and evaluating evidence in order to prepare a DAR paper.
- Includes DAR terminology, such as indirect vs. direct evidence, primary evidence vs. secondary evidence.
- Discusses types of records and where to find them, such as vital records, census records, state, local, federal, family, church, and DAR records.

GEP 2: Applying Genealogy Research Techniques to DAR Applications

- Focuses on how to prepare an Application or Supplemental Application for the DAR.
- Discusses the application process.
- Covers how to identify and analyze acceptable sources for lineage, residence, and service.

- Discusses how to communicate with the Registrar General's Office

- It is recommended that members complete GEP 1 before taking GEP 2.

GEP 3: Advanced Techniques for Resolving Problems with Lineage or Service on DAR Records

- This is an advanced course for resolving complex problems with lineage or service.
- It covers topics such as historically underrepresented lineages, researching women, and using indirect evidence.
- It also discusses Revolutionary War residence, service, and the service of foreign nationals.
- Provides information on writing analyses and resolving service problems.
- It is recommended that members take GEP 1 and 2 before taking GEP 3.

GEP 4: DNA and the DAR: Using DNA as a Piece of Evidence for a DAR Application

- Focuses on how to use DNA along with other records to verify a DAR paper.

- Discusses the different types of DNA.

- Provides instructions and examples for filling out a Y-DNA Analysis Form and an Autosomal DNA Analysis Form.

- There are no prerequisites for this course.

GEP 5: eApps: The Beginner's Guide to Electronic Applications

- Focuses on how to prepare eApps and using the eMembership website to work on eApps.

- Discusses the differences in procedures between preparing paper applications and eApps.

- Discusses the role of Mid-Level Reviewers and how to respond to AIRs for eApps.

- There are no prerequisites for this course.

GEP 6: Registrar Training Course

- Intended to help Registrars prepare for their role.

- Includes lessons from GEP 1, 2, and 3 as well as a new lesson specifically for Registrars.

- Only open to active Registrars, to enroll a member's eMembership record must list her as a Registrar.

GEP 7: Mid-Level Review Training Program

- Focuses on how to perform the job of a Mid-Level Reviewer for eApps.

- Discusses the process of reviewing eApps.

- This course is required in order to become a Mid-Level Reviewer.

- Unlike other courses, this course contains four lessons and one assessment.

- If a member does not pass the assessment, the course may only be reset once.

Times to complete each course:

- The estimated time to complete each course is listed in minutes. This estimate is based on the number of lessons in the course.

- The estimated time to complete each course in hours is:

- GEP 1 - 7 hours

- GEP 2 - 9 hours

- GEP 3 – 12 hours

- DNA – 5 hours

- eApps – 5 hours

- Registrar Training Course – 12 hours

- Mid Level Review – 4 hours

Costs for each course:

- GEP 1 - $75

- GEP 2 - $75

- GEP 3 – $75

- DNA – $75

- eApps – $25

- Registrar Training Course – Free to Registrars

- Mid Level Review – $10

Times for completion:

- After purchase members have 90 days to complete each course except for the Registrar Training Course.

- For the Registrar Training Course, members have one year to complete the course after enrollment.

- If needed, the deadline for any course can be extended. To request an extension e-mail onlineclasses@dar.org.

How to enroll

There are a few steps to signing up for the courses.

Signing Up: Bridge

- To register, go to the members website and to the Genealogy Education Programs Section

- Click the link marked "Don't have a GEP account? Click here to Register."

- This will take you to a page that asks you to create an account on Bridge.

GEP Registration

Don't have a GEP account? Follow the steps below:

To create an account:

Visit https://selfbridgestration.custom-bridgeapp.com/sign_up/gep to create an account. All account requests require admin approval, therefore please allow time for your account to be approved before logging in. Once your account has been approved, you will be sent an e-mail with a link that will allow you to create your password.

Please make sure to include your national number when you create your account. If you don't, your e-membership record will not be updated and you will not receive credit for the course or be able to purchase pins.

Once your enrollment is complete, you can log in to https://gep.bridgeapp.com . For free content, check out your Learning Library page.

Applications & Supplementals

Genealogy Guidelines Part One
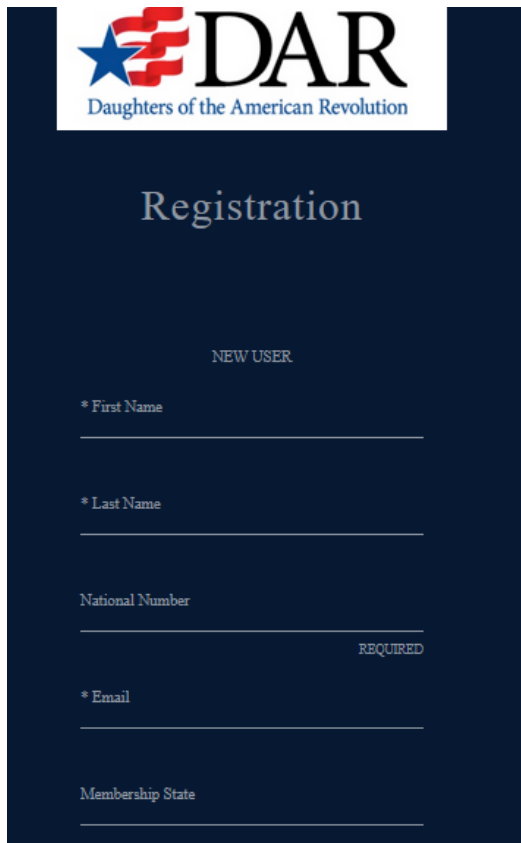
Genealogy Guidelines Part Two

Genealogy Guidelines Part Three

Genealogical Research System (GRS)

DAR Application Software

- Fill in the Registration with your name, national number, e-mail address and chapter information.

DAR
Daughters of the American Revolution

Registration

NEW USER

* First Name

_____

* Last Name

_____

National Number

_____
                                    REQUIRED

* Email

_____

Membership State

_____

- Once your account is approved, you will receive an e-mail with a link that will allow you to create your password.

- If you do not see an e-mail from Bridge in your inbox, you may wish to check your junk mail folder.

- The accounts are approved during business hours Monday-Friday, 7:30-4. If you do not receive an e-mail to set up your password within two business days of registering, e-mail onlineclasses@dar.org.

Signing Up – Shopify

- Once your Bridge account is approved, you will need to register on Shopify.

- Sign-Up using your name, e-mail address and create a password.

- Please use the same e-mail address as the address that you used for your Bridge Registration.

- If you are using googlepay or applepay, you may wish to check to see if your account is linked to a specific e-mail address. If it is, and you wish to use a different e-mail address for your Bridge account, please let us know.

- If you accidently use different e-mail accounts for your Bridge and Shopify registrations, you will end up with two different Bridge accounts, only one of which will be linked to your national number. In that case, please send an e-mail to have you accounts consolidated.

- The e-mail address for any problems with registration is onlineclasses@dar.org.

Purchasing Courses
- To purchase courses, go to nsdar.myshopify.com

- Click on the courses that you wish to purchase to add them to your cart.

- To return to the homepage, click on the DAR logo on the top left corner.

How to enroll - Registrar Training Course

- To enroll, email onlineclasses@dar.org.
- Please include:
    - Your name
    - Your national number
    - If you have taken any courses on the current GEP website. The current website is Bridge, and we began using Bridge in March 2020.
- If a Registrar does not have an account on Bridge, we will create one for them. We create new accounts once a week.

Accessing Bridge

- The preferred browsers for Bridge are Chrome, Firefox, and Safari.
- Bridge can be accessed by computer, tablet, or mobile phone.
- Bridge is compatible with certain screen readers for members with vision impairments. Please e-mail onlineclasses@dar.org for a list of the compatible screen readers.
- Bridge is compatible with internet connections that have low bandwidth, and with computers five years old or newer.
- If you have any problems with accessing Bridge, please e-mail to let us know.

Bridge Webpage

- The main page will be your MyLearning Page.
- This page should show all of the classes that you are enrolled in or have completed.

My Learning

My Learning

EXPORT TRANSCRIPT

SEARCH   List ▾   Filter by ▾

Required

- To enroll in free content, go to Learning Library. You can enroll in the courses shown on that page.

Preview of eApps: The Beginner's Guide to Elec...

This is a preview of GEP 5. The first lesson is offered free of charge.

COURSE   SHARE

Preview of DNA and the DAR: Using DNA as a Pie...

This is a preview of GEP 4. The first lesson is offered free of charge.

COURSE   SHARE

Preview of Course 3: Advanced Techniques for R...

This is a preview of GEP 3. The first lesson is offered free of charge.

COURSE / 20 MINS   SHARE

- After you purchase a course, check your MyLearning page.

- Courses should be viewable within 15 minutes of your purchase.

- Courses will also list the average number of minutes expected to complete the course.

My Learning

REQUIRED (5)

Registrar Training Course

📖 COURSE / 720 MINS

- To start a course, click on that course, it will open a list of the lessons in that course.

WELCOME TO COURSE 2: APPLYING GENEALOGY RESEARCH TECHNIQUES TO DAR APPLICATIONS.

This course will provide you with the information needed to successfully prepare a DAR application or supplemental application including: the skills needed to analyze the lineage documentation that you have collected, identify acceptable types and sources of Revolutionary War service, and prepare the application and the documentation according to current DAR procedures for the submission of applications and supplemental applications. The registration fee allows you 90 days of access to the course. Keep in mind that you must also achieve passing scores on the quiz for each lesson to be able to progress through the course.

BEGIN COURSE

CM Clare Marshall

Course 2: Applying Genealogy Research Techniques to DAR Applications

RESUME COURSE   DETAILS ⌄
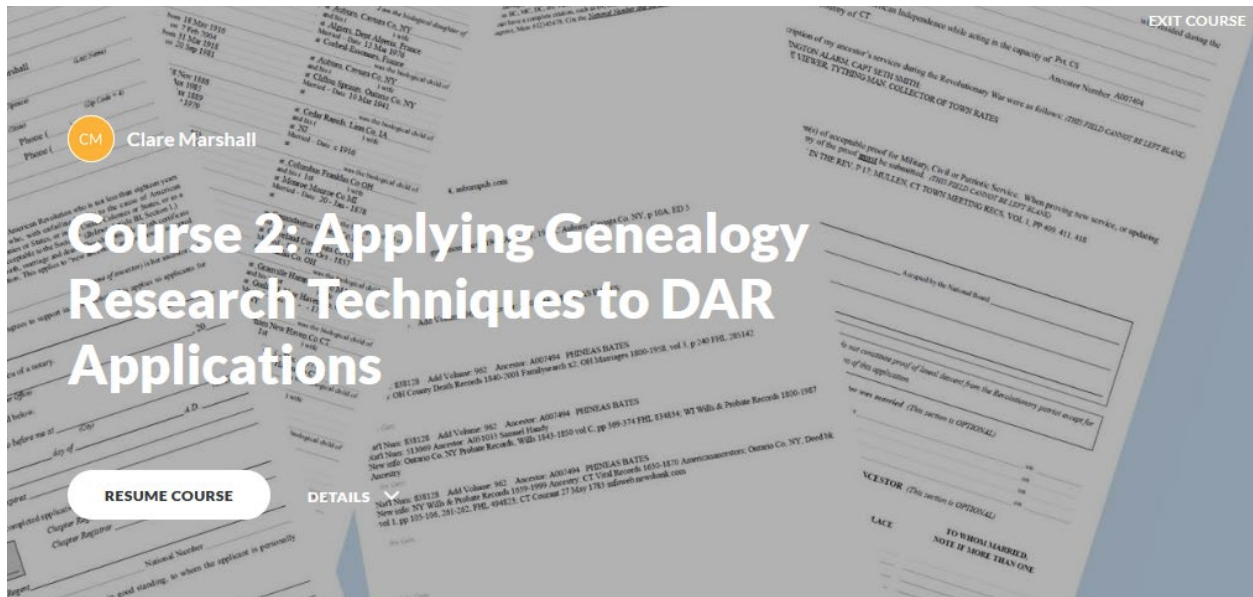
☰ Lesson 1: Evaluation of Evidence   ✓

？ Quiz 1: Evaluation of Evidence   ○

☰ Lesson 2: Vital Records   ✓

？ Quiz 2: Vital Records   ✓

☰ Lesson 3: Census Records   ✓

？ Quiz 3: Census Records   ○

☰ Lesson 4: State & Local Records   ✓

？ Quiz 4: State & Local Records   ✓

☰ Lesson 5: Selected Federal Records   ✓

- When you open the course, you will see the lesson that you are working on as well as a list of all the lessons in the course on the left side.

Lesson 1: The Path of a Paper

CM Clare Marshall

This lesson will show you how an application or supplemental application is processed and verified. The many complex steps involved in the processing and verification of an application or supplemental application dictate the requirements for the preparation and submission of applications and supporting documentation that you will learn about during this course.

- The checkmarks in the circles will show which lessons you have completed. The partially completed circle shows your progress in the lesson that you are currently taking.

Acceptable Lineage

CM Clare Marshall

Once you have located all of the documentation that you will need to establish a lineage from a woman of today to a Revolutionary War patriot, you must evaluate all of the documentation within the context of the entire lineage and the guidelines and requirements of the DAR.

- Anytime you wish to leave the course, click on the exit course button at the top right of the page to return to Bridge.

Attachments

- Many of the courses have attachments such as transcripts of the lessons, and documents for the lessons or quizzes.

- To see the attachments, go to list view and click on the blue paperclip.
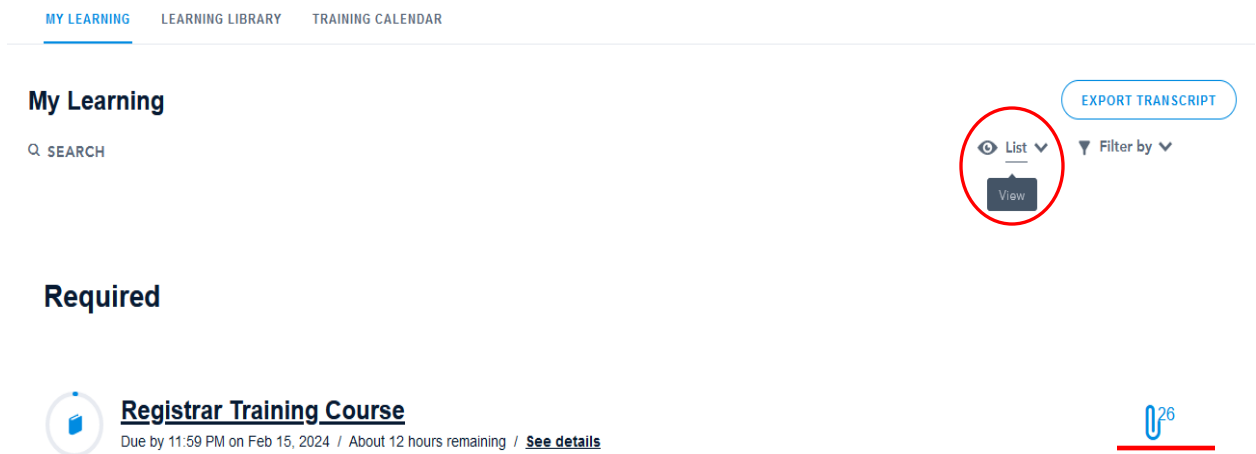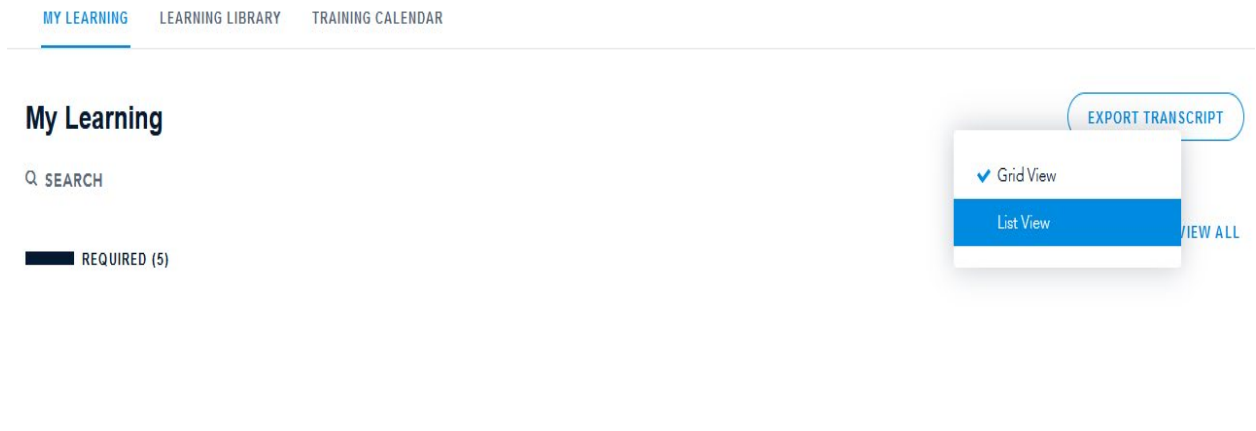
- This will open up a list of the attachments for the course in PDF format.

Quizzes

- All of the courses have quizzes that you must complete to pass the course.
- With the exception of the MLR course, you will have 5 tries to complete each quiz.

- For the MLR course, you will have 3 attempts to complete the assessment. If you do not pass the assessment on the first attempt of the MLR course, you will need to use your remaining two attempts right away. If you close the window without passing the assessment, your score will be registered, and your remaining attempts will be erased.
- Most of the quizzes require that you answer 90% of the question correctly to pass.
- To take the quizzes, you will need to select the multiple-choice answer, or drag and drop the answers.
- Once you press submit, a box will appear around the answer you selected.

Assuming all of the following records were available to you, which one would be the most appropriate source to use to establish the date of birth of John Smith?

⊗ A family genealogy citing the family group sheets of Mrs. Jane Jones (no additional source information given)

✓ The image of the original birth certificate of John Smith available at Ancestry.com

⊗ A photograph of the tombstone of John Smith

⊗ The index to local death records--entry for John Smith--available on microfilm at the local public library
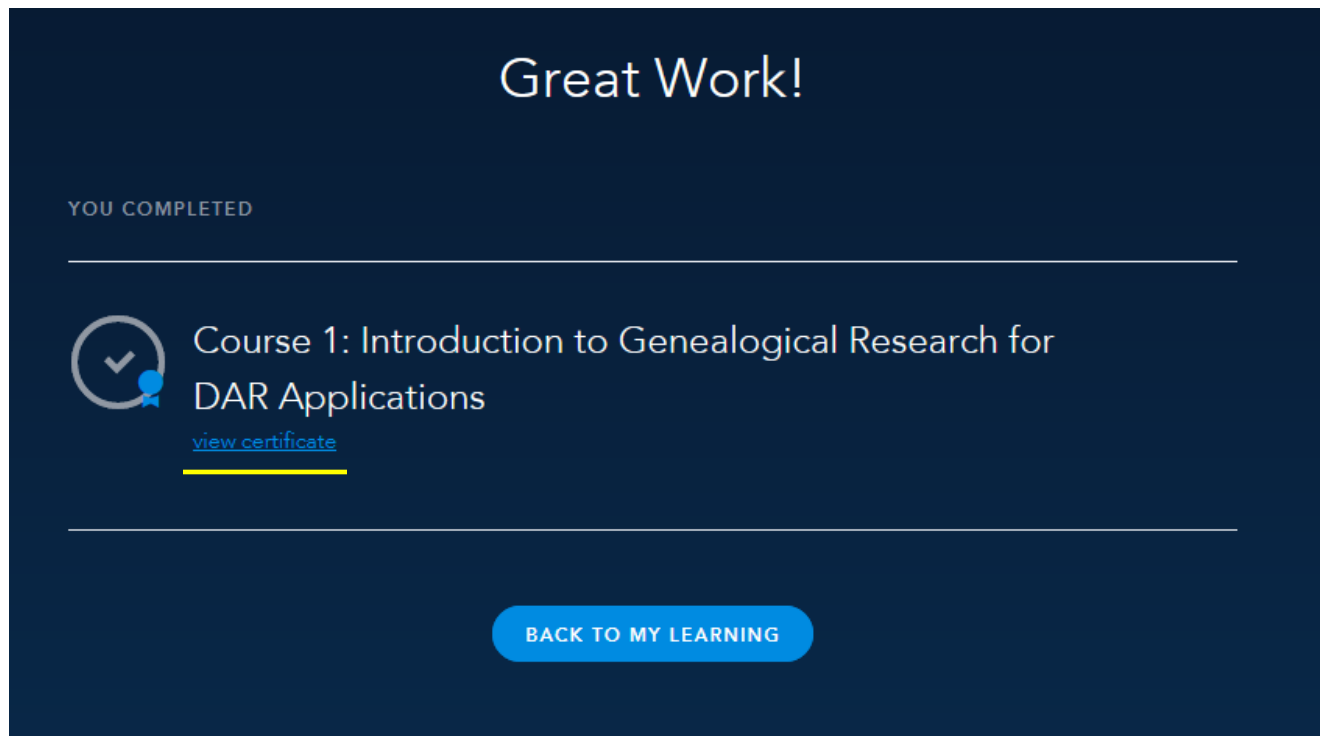
✗

Incorrect

Incorrect.

NEXT

- Check marks and X signs will appear next to the correct and incorrect answers, and a note will pop up at the bottom telling you is your answer was correct or incorrect.

- If you fail the quizzes five times, you will be locked out of the course. If this happens, e-mail onlineclasses@dar.org to have your course reset.

- When your course is reset, you will have to start from the beginning. Most courses can be reset as many times as needed. The MLR course can only be reset one time.

- In some cases, there may be a document for you to view in the quiz. If you cannot read the document, click on it and a larger version of the document will appear.

Finishing a Course
- Once you finish a course you should see a page notifying you that you have completed the course.

Great Work!

YOU COMPLETED

Course 1: Introduction to Genealogical Research for DAR Applications
view certificate

BACK TO MY LEARNING

- There will be an option for you to print out your certificate.

CERTIFICATE OF ACHIEVEMENT

AWARDED TO

Danielle Teyssier

FOR COMPLETING

Course 1: Introduction to Genealogical Research for
DAR Applications

COMPLETION DATE
July 1, 2022

SCORE
100%

- After you complete your course, the course will still appear on your MyLearning page.

- You can still access the course, the attachments, and your certificate, after you have completed the course.

Course 2: Applying Genealogy Research Techniques to DAR Applications
Expired October 6, 2022 / Completed July 7, 2022 / view certificate / Your Score 100% / See details

Course 1: Introduction to Genealogical Research for DAR Applications
Expired September 30, 2022 / Completed July 1, 2022 / view certificate / Your Score 100% / See details

- The eMembership records are updated once a week. Your eMembership record should list all of the GEP courses that you have completed. After your record has been updated, you may purchase a pin for your GEP course.

- If your eMembership record has not been updated to show your completed courses, and it has been more than a week after the course was finished, e-mail onlineclasses@dar.org.

GEP Pins

•Pins are available for all of the GEP classes.

•Pins may be purchased at the insignia store - https://shop.dar.org/dar-insignia-store.

• Honor cords are available at the DAR store. These cords are awarded by the state chapters. The DAR Store website can be found here: https://shop.dar.org/dar-store.

Problems:

•If you notice any problems with your courses, contact onlineclasses@dar.org.

•Please include your name in your e-mail, and a brief description of your problem.

•The e-mail box for the online classes is checked during business hours, Monday to Friday, 7:30 am to 4:00 pm.