



Guide for Using the SAR Online System

Version 1.0
25 June 2016

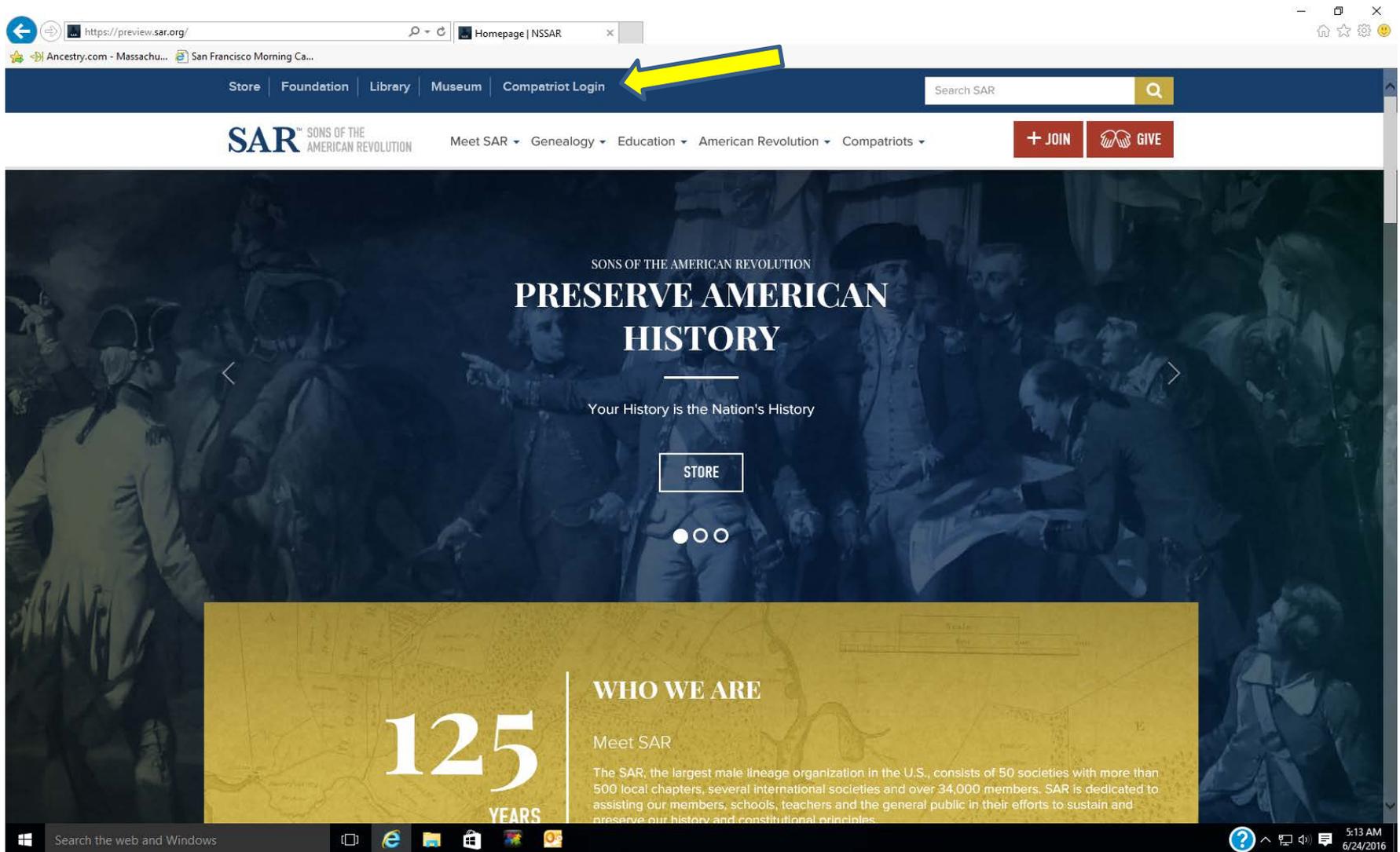
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Section 1.0

Setting up an Account on the Online System

To setup a new account, first go to <https://www.sar.org>. you will see this screen. Click on “Compatriot Login”.



You will be taken to the Log In/Sign Up screen. If you don't already have an account. Click on the "Sign Up" tab.

Alert! If you were redirected here from the SAR Store, please [Click here to return to the store and login.](#)

Log In **Sign Up**

Already a member? Sign in

Email

Password

Remember me next time.

Login

[Forgot Username or Password?](#)

The National Society of the Sons of the American Revolution Membership System

Welcome to the Membership System for the Sons of the American Revolution (SAR). This site will assist you in filling out an application for membership in the SAR or completing a supplemental application once you are a member.

The SAR is one of the largest male lineal organizations located in the United States, with a membership of over 30,000 gentlemen around the world. Each member has traced their lineage, using genealogically accepted documentation, back to an individual, male or female, who supported the American Colonies in their quest for independence from Great Britain. Support could have been either through, but not limited to, participation in the armed forces, participation in the government, providing supplies or by signing a loyalty oath. For information or assistance in completing your application, please visit the following contact page for the appropriate contact in your location. [Society Contacts Directory](#)

Who Can Register?

Any gentleman interested in joining the SAR can register to complete the online application or may contact someone in the SAR to assist you through the process. Once you start the process, you may be contacted by an SAR officer in your location, who will assist you.

To create a new account so you can prepare membership applications or register for SAR events, you must first sign up. Click on the “Sign Up” tab on the screen above and this screen will appear. Enter you first and last name, your email address, a password and a password confirmation (this password will be needed for all future logins). Then click on the blue “Sign Up” button. Once this is done, logoff and don’t log back in until the next step is completed. **NOTE: it is very important that your email address is entered correctly since the address will be used to send back an email from the NSSAR to confirm and complete your registration.**

The screenshot shows a web browser window at the URL https://members.sar.org/login#sign_up. The page header features the SAR logo and the text "SONS OF THE AMERICAN REVOLUTION". A yellow alert box at the top states: "Alert! If you were redirected here from the SAR Store, please [Click here to return to the store and login.](#)".

The main content area is divided into two columns. The left column contains a navigation menu with "Log In" and "Sign Up" tabs. A yellow arrow points to the "Sign Up" tab. Below the tabs is a "New here? Sign up" form with the following fields:

- First Name: John
- Last Name: Doe
- Email: gdoe@gmail.com
- Password: *****
- Password Confirm: *****

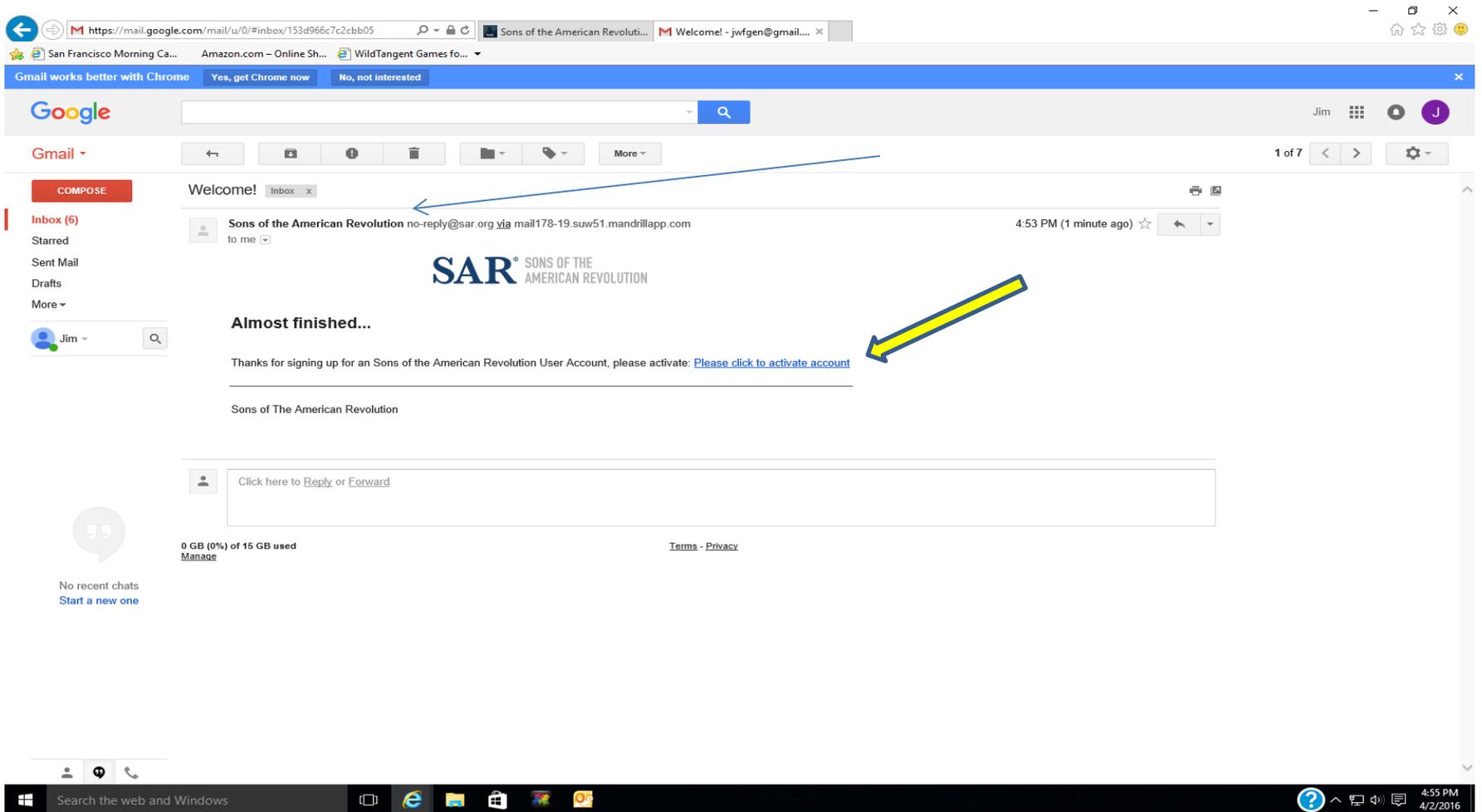
A blue "Sign Up" button is located at the bottom of the form. A yellow arrow points to this button. Blue arrows also point from the form fields to the right-hand text area.

The right-hand text area contains the following sections:

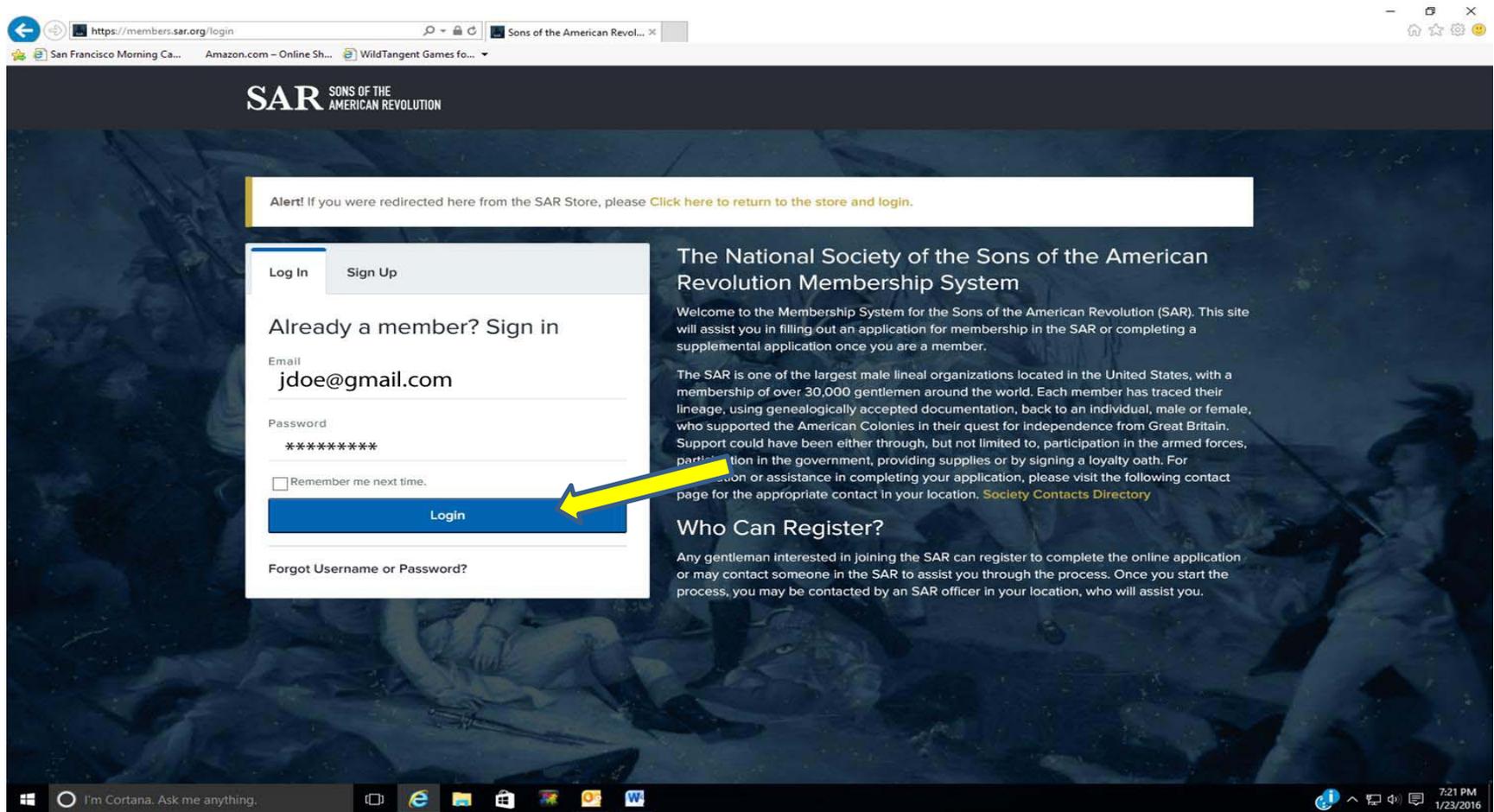
- The National Society of the Sons of the American Revolution Membership System**
Welcome to the Membership System for the Sons of the American Revolution (SAR). This site will assist you in filling out an application for membership in the SAR or completing a supplemental application once you are a member.
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- Who Can Register?**
Any gentleman interested in joining the SAR can register to complete the online application or may contact someone in the SAR to assist you through the process. Once you start the process, you may be contacted by an SAR officer in your location, who will assist you.

The Windows taskbar at the bottom shows the time as 7:51 AM on 1/24/2016.

Once you submit this sign-in information, you will be sent an activation email from the Sons of the American Revolution like the one below. Click on the link “Please click to activate account” link. Wait until this email is received before proceeding. If the activation email is not received within a few minutes, be sure to check your junk or spam mail folders.

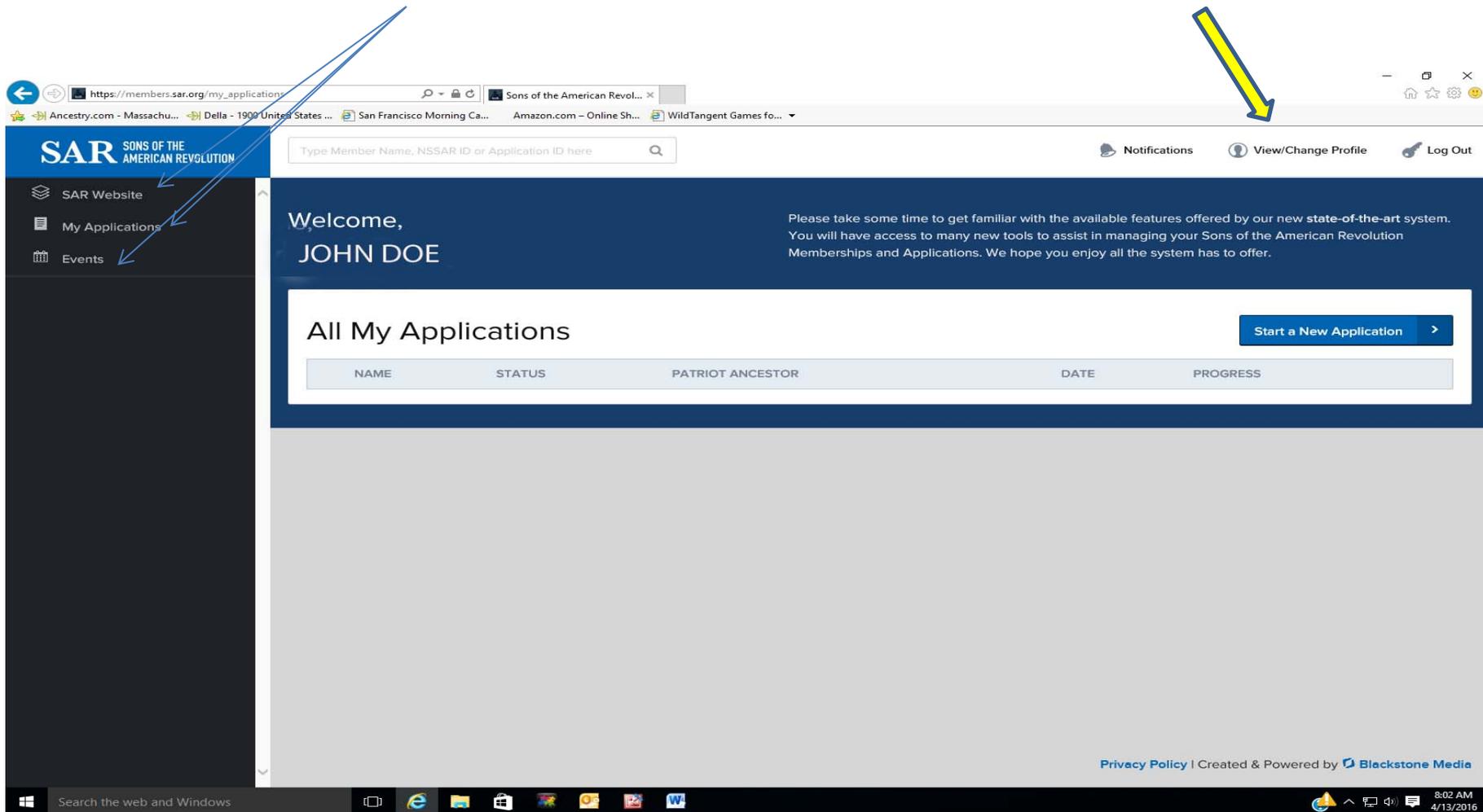


Clicking on the link in the email will returned you to the SAR login page where you now enter your email address and the password you selected and click on the blue “Login” button. Once you’ve logged in, you will be taken to your personal “dashboard” screen.

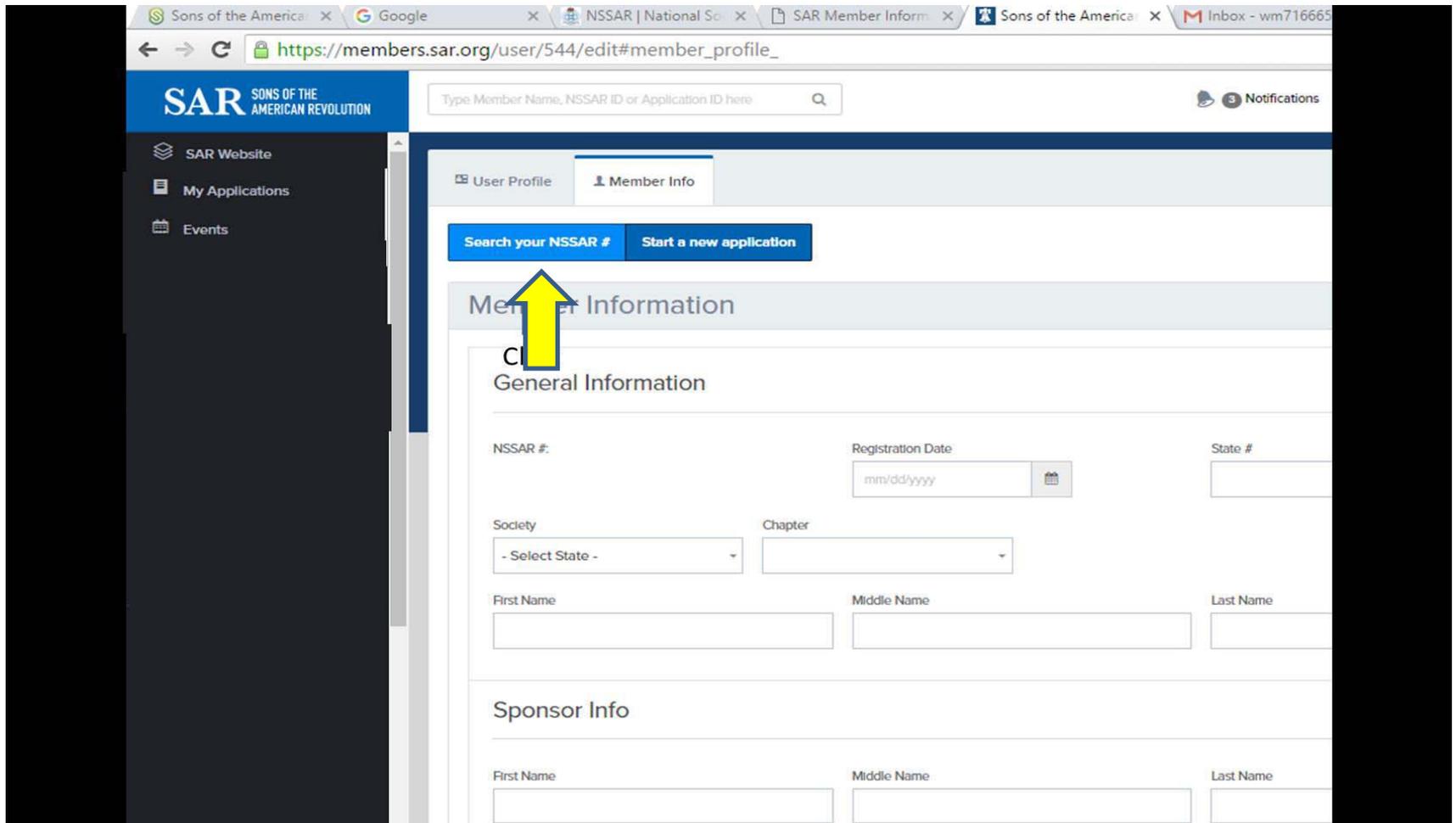


You will be taken to a personal dashboard screen. Note there are three options on the left; SAR Website, My Applications, and Events. On the top right is “View/Change Profile”. To complete the initial setup, click on the “View/Change Profile” link.

Note: If you don't see the three options and only the icons on the left, hold down the “Windows” or “Apple” key and press the minus “-” key to change the webpage resolution.

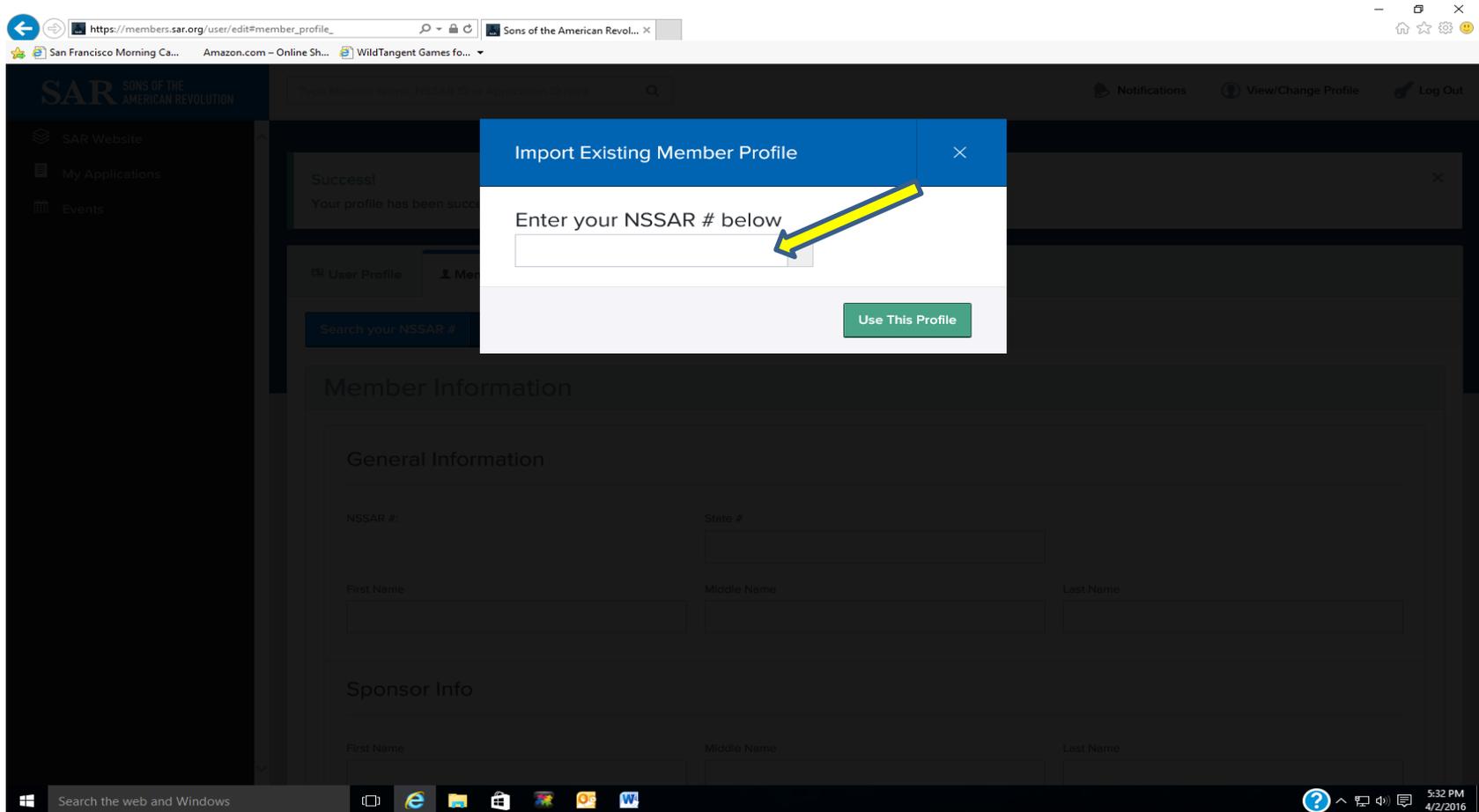


This screen will come up to allow completion of the setup. Click on the “Search for your NSSAR #” button. Do not fill in any other information at this point. A search box for your NSSAR # will be appear (next page). DO NOT fill in any of the other fields.



The screenshot shows a web browser window with the URL https://members.sar.org/user/544/edit#member_profile_. The page features a dark blue sidebar on the left with the SAR logo and navigation links for 'SAR Website', 'My Applications', and 'Events'. The main content area has a search bar at the top with the placeholder text 'Type Member Name, NSSAR ID or Application ID here'. Below the search bar are two buttons: 'Search your NSSAR #' and 'Start a new application'. A yellow arrow points to the 'Search your NSSAR #' button. The page is divided into sections: 'Member Information' (with sub-sections for 'General Information' and 'Sponsor Info') and 'Member Info'. The 'General Information' section contains fields for 'NSSAR #', 'Registration Date' (with a calendar icon), 'State #', 'Society' (a dropdown menu currently showing '- Select State -'), 'Chapter', 'First Name', 'Middle Name', and 'Last Name'. The 'Sponsor Info' section contains fields for 'First Name', 'Middle Name', and 'Last Name'.

This screen will appear next. Enter your National SAR Number. When you enter your National Number and press “Enter”, the next screen will appear (p. 8) to verify your name.



When you enter the NSSAR number on the previous screen, the information from the SAR Member Database will populate this screen. With your name, State Society, and State Number. If this is you, check the acknowledgement box and click the “Use this Profile” button to activate your account

Import Existing Member Profile

Enter your NSSAR # below

888888

| | |
|---------------|------|
| NSSAR #: | |
| First Name: | John |
| Middle Name: | |
| Last Name: | Doe |
| Society: | CA |
| State Number: | 9999 |

Acknowledgement

I agree that the data chosen is accurate and that I am the sole user of this information. I also agree that I may be contact by the Nation Society of Sons of the American Revolution to verify the accuracy of the data provided.

Use This Profile

Once the account is activated, whenever you log in, the following screen will appear with the default going to the “My Applications” screen. In the left-hand sidebar are three icons with titles for accessing the new SAR website, “My Applications”, and “Events”. Click on the “SAR Website” to go to the new website. The “Events” screen is used for registering for SAR events. Registration for all future events (Leadership Meetings, Congress, etc.) can only be accomplished via this screen for online registration. To begin a new or supplemental application click on the “Start New Application” button. If you are a State or Chapter President, Secretary, or Registrar, let your State Secretary know since he will have to assign special permissions for your position.

The screenshot displays the SAR website's user interface. At the top, the SAR logo and navigation links (Notifications, View/Change Profile, Log Out) are visible. The left sidebar contains three main menu items: SAR Website, My Applications, and Events. A yellow arrow points to the 'My Applications' link. The main content area features a welcome message for 'JOHN DOE' and a section titled 'All My Applications' with a 'Start a New Application' button. Below this is a table with the following structure:

| NAME | STATUS | PATRIOT ANCESTOR | DATE | PROGRESS |
|------|--------|------------------|------|----------|
|------|--------|------------------|------|----------|

At the bottom of the page, there is a footer with 'Privacy Policy' and 'Created & Powered by Blackstone Media'. The Windows taskbar is visible at the very bottom, showing the time as 8:02 AM on 4/13/2016.

Section 2.0

Using the new online Application System

To use the online membership application program, an account with the new SAR system is required. Once you have setup an account, use your web browser to go to <https://www.sar.org> where you will see the screen below. Enter the email address and password that you used to setup your account, then click on “Login”.

The screenshot shows a web browser window with the URL <https://members.sar.org/login>. The page header features the SAR logo: "SAR SONS OF THE AMERICAN REVOLUTION". A yellow alert box at the top states: "Alert! If you were redirected here from the SAR Store, please [Click here to return to the store and login.](#)".

The main content area is split into two columns. The left column contains a login form with the following elements:

- Buttons for "Log In" and "Sign Up".
- Section header: "Already a member? Sign in".
- Input field for "Email".
- Input field for "Password".
- Checkbox for "Remember me next time.".
- Blue "Login" button.
- Link: "Forgot Username or Password?".

Two yellow arrows point to the "Email" and "Password" input fields. The right column contains text:

The National Society of the Sons of the American Revolution Membership System

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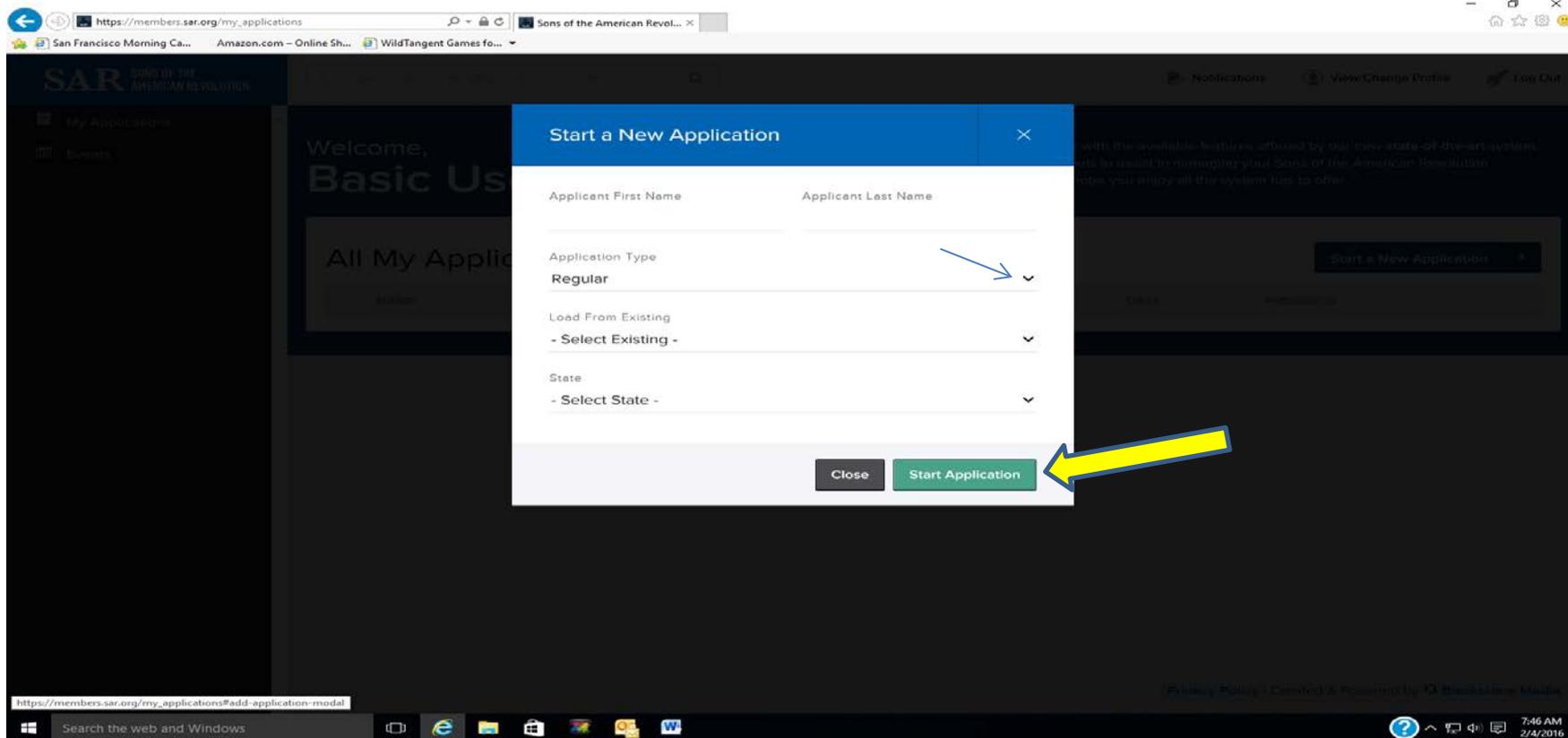
The Windows taskbar at the bottom shows the time as 11:30 AM on 2/2/2016.

Next you will see your personal “Welcome” screen similar to the one below. If this is your first application, nothing will show under “All My Applications”. To begin a new application, click on the blue “Start New Application” button. Note on the far left, the icons and titles “SAR Website” where the SAR Store is found, “My Applications”, and “Events”. Clicking on those icons will take you to either the new SAR website, “My Applications” which is your Welcome screen, or “Events” where you can register for future National Society Events.

The screenshot shows a web browser window with the URL https://members.sar.org/my_applications. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present with the placeholder text "Type Member Name, NSSAR ID or Application ID here". The main content area is titled "Welcome, John Doe" and contains a message: "Please take some time to get familiar with the available features offered by our new state-of-the-art system. You will have access to many new tools to assist in managing your Sons of the American Revolution Memberships and Applications. We hope you enjoy all the system has to offer." Below this is a section titled "All My Applications" with a table header containing columns for NAME, STATUS, PATRIOT ANCESTOR, DATE, and PROGRESS. A blue button labeled "Start a New Application" with a right-pointing arrow is located to the right of the table header, and a yellow arrow points to it. The footer of the page includes a link to the Privacy Policy and a note that the system is created and powered by Blackstone Media. The Windows taskbar at the bottom shows the search bar and several application icons, with the system tray displaying the time as 8:04 PM on 3/25/2016.

This initial screen will then appear. Start by entering the applicant's First and Last Name and then use the down arrow "v" to open the pulldown menu for the "Application Type" (Regular [the default], Junior, Memorial, or Supplemental). The "Load From Existing" pulldown is only for use with a family plan or supplemental and will be discussed later; ignore this field for now. Use the pulldown menu for "State" to select the state society for membership. Once the state society has been selected, a new pulldown menu will appear to select the chapter within that State Society. Once the applicant name has been entered and type, state society, and chapter have been selected from the pulldown menus, click on "Start Application"

For this example, the applicant's name will be John Doe, a regular member for membership in the Delta Chapter of the California Society.



The next screen to appear is for the applicant's personal information. Note that the first and last name, the State of Application, and the Chapter are automatically filled in from the previous screen. Enter the remainder of the fields --- Middle Name, DOB*, street address, city*, State* [by pulldown menu], Zip Code*, email*, and telephone number*. Note that the date of birth (DOB) is entered using the mm/dd/yyyy format so it can calculate the applicant's age. A calendar appears when the DOB field is entered to confirm the date selected. Tab to the next field (using the "enter" key will wipe out the date entered). Those fields marked with "*" are required before you can go on to the Next Section.

The screenshot shows a web browser window with the URL https://members.sar.org/application/basic-info?first_name=John&last. The page title is "Sons of the American Revolution" and the user is logged in. The main heading is "You are in Application Mode" with a "Back to Dashboard" button. The form is titled "Applicant Information" and contains the following fields:

- Application Type: Regular (dropdown)
- NSSAR # (text field)
- State # (text field)
- First Name *: John
- Middle Name (text field)
- Last Name *: Doe
- Suffix (text field)
- DOB *: 1/22/1952 (with a calendar pop-up for January 1952, where the 22nd is selected)
- Street, R.D., or P.O. Box * (text field)
- City * (text field)
- State * (dropdown menu showing "- Select State -")
- Address 2 (text field)
- Country *: United States (dropdown menu)
- State of Application: California SAR (dropdown menu)
- Chapter: Delta (dropdown menu)
- Email * (text field)
- Telephone * (text field)
- I prefer to receive communication for SAR electronically.

A "Next Section" button is located at the bottom right of the form. The footer of the page includes "Privacy Policy | Created & Powered by Blackstone Media".

Continue filling in the applicant information. Remember, the fields with “*” must be entered to proceed --- a missed field will be highlighted for entry. Once all information has been entered, click on the gray “Next Section” button.

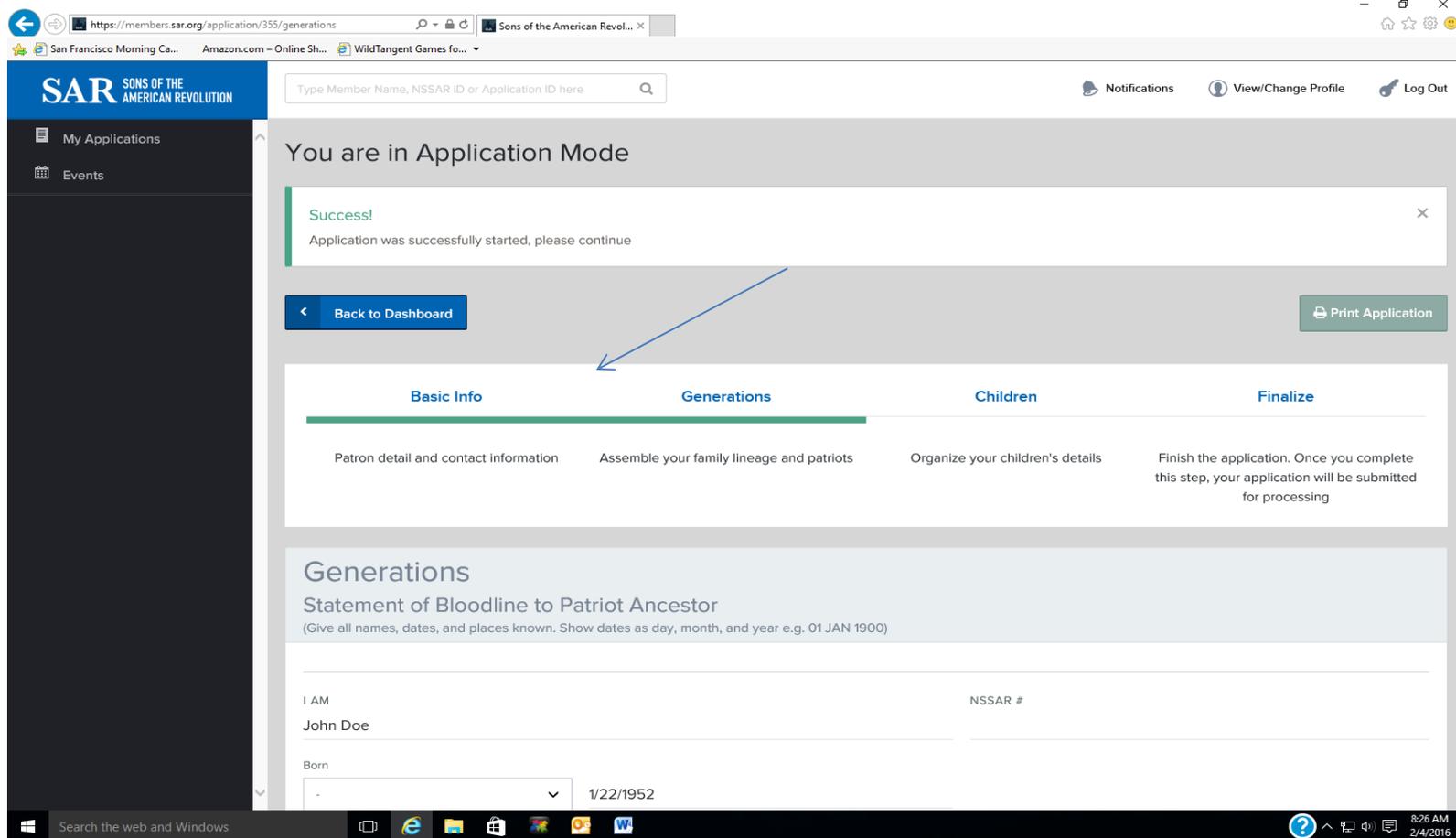
Any information entered may be edited later.

The screenshot displays the SAR (Sons of the American Revolution) online application system. The user is in 'Application Mode' and is filling out the 'Applicant Information' form. The form includes the following fields and values:

| Application Type | NSSAR # | State # |
|-----------------------------|----------------|--|
| Regular | | |
| First Name * | Middle Name | Last Name * |
| John | | Doe |
| DOB * | Suffix | |
| 01/22/1952 | | |
| Street, R.D., or P.O. Box * | City * | State * |
| 1234 Broadway | Stockton | California |
| Zip Code * | | |
| 95322-4567 | | |
| Address 2 | Country * | |
| | United States | |
| State of Application | Chapter | |
| California SAR | Delta | |
| Email * | Telephone * | <input type="checkbox"/> I prefer to receive communication for SAR electronically. |
| jdoe11@gmail.com | (209) 123-4567 | |

A yellow arrow points to the 'Next Section' button at the bottom right of the form.

The following screen will appear when “Next Section” is clicked. Note the green status bar under “Basic Info” and “Generations”. The four sections listed above the bar (Basic Info, Generations, Children, Finalize) are where information is input. If at a later time, an edit is needed, by clicking on the blue highlighted section names above that bar, you can go directly to that section. The “Generations” section is where the lineage is input. The applicant’s name and birth date are populated for first generation based on the information in the previous Basic Info screen and is automatically reformatted into the standard genealogical date format for printing.



Scroll down on the screen and you will find fields to enter the applicant's place of birth and field to enter information about his wife if applicable. If there is more than one wife, information for another wife can be added by clicking on "Add Wife". Note the arrow "v" pulldown menus. These menus provide a place to put "Abt:", "Bef" or "Aft" if the date information is not precise but based on another document such as a will, deed, or census record.

The screenshot shows a web browser window with the URL <https://members.sar.org/application/355/generations>. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present with the placeholder text "Type Member Name, NSSAR ID or Application ID here".

The main form area contains the following fields:

- Born:** A dropdown menu with a "v" icon and a date field containing "22 Jan 1952".
- City / County / State:** A text field containing "Lodi/San Joaquin/CA".
- This ancestor is the patriot.
- 1st Wife Section:**
 - Name:** A text field containing "Mary Smith".
 - NSDAR #:** An empty text field.
 - Born:** A dropdown menu with a "v" icon and a date field containing "26 Mar 1953".
 - City / County / State:** A text field containing "Stockton/San Joaquin/CA".
 - Married:** A dropdown menu with a "v" icon and a date field containing "8 Jun 1975".
 - City / County / State:** A text field containing "Stockton/San Joaquin/CA".
 - Died:** A dropdown menu with a "v" icon and a date field containing "01 Jan 1900".
 - City / County / State:** An empty text field.
 - This ancestor is the patriot.

Three blue arrows point to the "v" dropdown icons in the Born, Married, and Died fields of the 1st Wife section. A yellow arrow points to the "Add Wife" button at the bottom right of the form.

Below the form, there is a section titled "References for Generation 1" with the instruction: "Do NOT state what connection is being proved by your references for each generation. Simply list references only in this section. Note: All information entered below will be saved, but it may be truncated when printing."

Once the information about spouses has been entered, continue scrolling down and add references for the applicant's generation. Note that the References box is dynamic and the final output will automatically determine how many lines are needed to list all references listed. The references listed should comply with the requirements listed in the Genealogy Policy Manual as elaborated upon in the Application Preparation Manual.

At this point you can save your work (“Save Generation”) or go on and add another generation (“+Add Next Generation”).

The screenshot displays the SAR online application interface. At the top, there is a search bar and navigation links for Notifications, View/Change Profile, and Log Out. The left sidebar contains 'My Applications' and 'Events'. The main content area is titled 'References for Generation 1' and includes a note: 'Do NOT state what connection is being proved by your references for each generation. Simply list references only in this section. Note: All information entered below will be saved, but it may be truncated when printing.' Below this is a text input field with the text 'b/c John Doe; m/c John Doe to Mary Smith.' A yellow arrow points to this field. Underneath the input field are checkboxes for 'This ancestor is the patriot.' and a dropdown menu for 'Who is the Son' of. A red 'Remove Generation' button is located below the dropdown. At the bottom right of the main content area, there are two buttons: 'Save Generation' (green) and '+ Add Next Generation' (blue). A yellow arrow points to the 'Save Generation' button. At the very bottom of the page, there are buttons for 'Previous Section', 'Save All and Continue', and 'Next Section'. The footer includes a Privacy Policy link and the text 'Created & Powered by Blackstone Media'. The Windows taskbar is visible at the bottom of the browser window.

Clicking on the “+Add Next Generation” extends the entry screen for the entering information for the next generation, in this case, Generation 2. Begin entering information on the applicant’s parents. There are two other pull-down menus that can be used if the dates of birth, death, or marriage are not known but can be qualified as “before”, “about”, or “after” (use the pulldown arrow (“v”) to open the menu if a actual date isn’t known but it is known to be about, after, or before a given date).

The screenshot shows a web browser window with the URL <https://members.sar.org/application/355/generations>. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present at the top. The main content area displays the following information:

- Text box: b/c John Doe; m/c John Doe to Mary Smith.
- Checkbox: This ancestor is the patriot.
- Text: Who is the Son of
- Buttons: **Remove Generation** (red) and **Save Generation** (green).
- Form fields:
 - Generation #:
 - I AM THE SON OF: (with a blue arrow pointing to the dropdown arrow on the BORN field)
 - NSSAR #:
 - BORN: (dropdown arrow)
 - CITY/COUNTY/STATE:
 - DIED: (dropdown arrow)
 - CITY/COUNTY/STATE:
- Checkbox: This ancestor is the patriot.

Continue scrolling down to enter the information on the wife. In this example, the lineage goes through the wife. Note that at the after the references section, there is a pull-down arrow (“v”) for the “Who is the son/daughter of”. Use this to select whether the lineage goes through the husband or wife. When all information has been entered, you should save the information for that generation by clicking on the “Save Generation” button, then click on the “+Add Next Generation” button to proceed to the next generation.

https://members.sar.org/application/355/generations

Sons of the American Revol...

San Francisco Morning Ca... Amazon.com - Online Sh... WildTangent Games fo...

SAR SONS OF THE AMERICAN REVOLUTION

Type Member Name, NSSAR ID or Application ID here

Notifications View/Change Profile Log Out

My Applications Events

BORN - 4 Mar 1929 Minneapolis/Hennepin/MN

DIED - 11 Feb 2005 Stockton/San Joaquin/CA

This ancestor is the patriot.

Wife

NAME Mary Elizabeth Brown NSDAR #

BORN - 7 Jul 1930 Saint Paul/Ramsey/MN

DIED - 01 JAN 1900 CITY/COUNTY/STATE

MARRIED - 5 Sep 1948 Minneapolis/Hennepin/MN

This ancestor is the patriot.

References for this Generation. Do NOT state what connection is being proved by your references for each generation. Simply list references only in this section. Note: All information entered below will be saved, but it may be truncated when printing.

b/c Mary Elizabeth Brown; m/c Robert John Doe to Mary Elizabeth Brown

Who is the Daughter of

Remove Generation Save Generation + Add Next Generation

9:24 AM 2/4/2016

At any time, you can see what the progress on the actual application will look like by saving the generation (“Save Generation”) which takes you back to the “Generations” screen. Then click on “Print Application”. This button will give you a preview of what the actual application looks like based on the information already submitted.

The screenshot shows a web browser window with the URL <https://members.sar.org/application/355/generations>. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present with the placeholder text "Type Member Name, NSSAR ID or Application ID here".

The main content area is titled "You are in Application Mode" and features a "Back to Dashboard" button. A yellow arrow points to a "Print Application" button. Below this is a progress bar with four stages: "Basic Info", "Generations", "Children", and "Finalize". The "Generations" stage is currently active, indicated by a green underline.

The "Generations" section is titled "Generations" and "Statement of Bloodline to Patriot Ancestor". It includes instructions: "(Give all names, dates, and places known. Show dates as day, month, and year e.g. 01 JAN 1900)". Below this is a section titled "Your Patriot Ancestor Generation Tree" with a right-pointing arrow and the text "Click the arrow to the right to start". A date "MARCH 4, 1929" and the name "Robert John Doe" are visible. A partial generation tree diagram shows "John Doe" and "Robert John Doe" connected by lines.

The Windows taskbar at the bottom shows the system time as 9:28 AM on 2/4/2016.

In this example, only the first two generations have been entered. The actual form which would be printed only shows the information thus far. The entry of children, patriotic service and the proofs of service, and sponsors will take place after all of the generations to the patriot have been entered. If there is no spouse and/or children of the applicant, nothing will show up on the form. This screen shows the form that would actually be printed. The references are highlighted with the sidebar immediately below the generation. If the “Print” button is clicked, the form will be sent to the printer. The default format is letter size but legal SAR watermarked paper is required for the final and can be selected on the print menu. The printout uses dynamic allocation of lines for the reference block thus by adding blank lines (using enter key) spacing for a generational page break for the 2nd page can be made. **NOTE: Be sure your browser supports suppression of headers and footers or the application will be printed with unwanted page numbers in the header and the SAR’s URL and date in the footer.**

https://members.sar.org/application/355/print Application Form

SAR [®] SONS OF THE AMERICAN REVOLUTION
APPLICATION FOR MEMBERSHIP

Print

Application Type: Regular ACN: 1454602960 National Number: _____
 State Society: California SAR Chapter: Delta State Number: _____
 NAME OF APPLICANT: John Doe Age: 64
 Address: 1234 Broadway Stockton California 95322-4567
 Phone: (209) 123-4567 Email: jdoe11@gmail.com
 Name as you wish it to appear on SAR Certificate: John Doe

REVOLUTIONARY PATRIOT ANCESTOR

PATRIOT SERVICE

Description:

STATEMENT OF BLOODLINE TO PATRIOT ANCESTOR

| | DATE | CITY/COUNTY/STATE |
|---|--------------------|-------------------------|
| 1 I am John Doe | born 22 Jan 1952 | |
| and my 1st spouse Mary Smith | born 26 Mar 1953 | Stockton/San Joaquin/CA |
| NSDAR# _____ | died _____ | |
| | married 8 Jun 1975 | Stockton/San Joaquin/CA |
| References to next generation: | | |
| 1 b/c John Doe, m/c John Doe to Mary Smith. | | |
| 2 I am the son of Robert John Doe | born 4 Mar 1929 | Minneapolis/Hennepin/MN |
| NSSAR# _____ | died 11 Feb 2005 | Stockton/San Joaquin/CA |
| and his wife Mary Elizabeth Brown | born 7 Jul 1930 | Saint Paul/Ramsey/MN |
| NSDAR# _____ | died _____ | |
| Who is the son ___/daughter <input checked="" type="checkbox"/> of | married 5 Sep 1948 | Minneapolis/Hennepin/MN |
| References to next generation: | | |
| 1 b/c Mary Elizabeth Brown, m/c Robert John Doe to Mary Elizabeth Brown | | |

Continue adding generational information until you have completed the lineage to the patriot ancestor. On the screen for the patriot ancestor's information, mark him/her as the patriot.

The screenshot shows the SAR Online Application System interface. The browser address bar displays <https://members.sar.org/application/347/generations>. The page title is "Sons of the American Revolution". The left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "Who is the Daughter of" and contains a search bar. Below the search bar are two buttons: "Remove Generation" (red) and "Save Generation" (green). The form fields include:

- Generation #: 7
- Relationship: GREAT ⁴ GRANDSON OF
- Name: Samuel Andrews
- NSSAR #: [Empty]
- BORN: [Dropdown] 1750
- CITY/COUNTY/STATE: //NY
- DIED: [Dropdown] 30 Mar 1824
- CITY/COUNTY/STATE: /Albany/NY
- Checkbox: This ancestor is the patriot.
- Wife: [Empty]
- NSDAR #: [Empty]
- BORN: [Dropdown] 01 JAN 1900
- CITY/COUNTY/STATE: CITY/COUNTY/STATE
- DIED: [Dropdown] 01 JAN 1900
- CITY/COUNTY/STATE: CITY/COUNTY/STATE
- MARRIED: [Dropdown] 01 JAN 1900
- CITY/COUNTY/STATE: CITY/COUNTY/STATE

A yellow arrow points to the checked checkbox "This ancestor is the patriot." The Windows taskbar at the bottom shows the time as 7:50 PM on 6/8/2016.

Click on “Save All and Continue” so save the work thus far.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/generations>. The page features a dark blue sidebar with navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "Type Member Name, NSSAR ID or Application ID here" and contains a form for adding a generation. The form includes a checkbox for "This ancestor is the patriot." (checked), a "Wife" section with fields for NAME (containing "Will Samuel Andrews; Oblong Quaker monthly meeting records."), NSDAR #, BORN (01 JAN 1900), CITY/COUNTY/STATE, DIED (01 JAN 1900), CITY/COUNTY/STATE, and MARRIED (01 JAN 1900), CITY/COUNTY/STATE. Below the form is a section for "References for this Generation" with a text area and a "B / Link Line" header. At the bottom of the form are "Remove Generation" and "Save Generation" buttons. At the bottom of the page are "Previous Section", "Save All and Continue", and "Next Section" buttons. A yellow arrow points to the "Save All and Continue" button. The Windows taskbar at the bottom shows the time as 7:59 PM on 6/8/2016.

This would be a good time to “Print Application” to check for any corrections that might be needed

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/generations>. The page header includes the SAR logo, a search bar, and navigation links for Notifications, View/Change Profile, and Log Out. A left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "You are in Application Mode" and features a "Back to Dashboard" button and a "Print Application" button, which is highlighted with a yellow arrow. Below this is a progress bar with four stages: Basic Info, Generations (the current stage), Children, and Finalize. The "Generations" stage is described as "Assemble your family lineage and patriots". The "Finalize" stage is described as "Finish the application. Once you complete this step, your application will be submitted for processing". The "Generations" section includes a "Statement of Bloodline to Patriot Ancestor" form and a "Your Patriot Ancestor Generation Tree" diagram. The tree diagram shows a lineage starting from "(Patriot Ancestor) Samuel Andrews" on May 15, 1750, with branches leading to John Brown, Herbert M. Brown, and Robert.

If corrections are needed, they can be edited by scrolling down and clicking on the generation toggle needed to be edited. That will bring up the input screen for that generation.

The screenshot displays the SAR online application system interface. At the top, the browser address bar shows the URL <https://members.sar.org/application/347/generations>. The SAR logo and navigation menu are visible on the left. The main content area features a timeline from 1700 to 1900 with several generations listed below it. A yellow arrow points to the 'Click to toggle' button for Generation #3, William Joseph Brown. Below the list, the input form for Generation #7, Samuel Andrews, is shown, including fields for 'Great 4 Grandson of', 'BORN' (16 May 1750), and 'CITY/COUNTY/STATE' (/Albany/NY). A 'Need Help?' section on the right provides instructions on how to handle specific dates and adding generations.

Need Help?

My generation does not show up properly in the top timeline?
As of right now, the timeline feature supports specific dates such as **03/27/1960** or **27 MAR 1960**. Dates such as **1960** or **Around March** are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue.

I cannot add my next generation?
If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled **This ancestor is the patriot** in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations.

Once the lineage data is completed and any edits made, scroll down to the bottom and click on “Next Section”.

The screenshot displays the SAR (Sons of the American Revolution) online application system interface. The browser address bar shows the URL <https://members.sar.org/application/347/generations>. The page features a dark blue sidebar on the left with the SAR logo and navigation links: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area includes a search bar, a search icon, and navigation links for Notifications, View/Change Profile, and Log Out. Below these are two buttons: 'Remove Generation' (red) and 'Save Generation' (green). A horizontal bar contains 'Previous Section', 'Save All and Continue', and 'Next Section' buttons. A yellow arrow points to the 'Next Section' button. Below this bar is a 'Notes' section with an 'Add A Note' form (including a text area, a 'Private' checkbox, and 'Clear'/'Add Note' buttons) and a 'Recent Notes' table. The table has columns for USER, NOTE, and CREATED, and currently displays the message 'There are currently no Notes to list.' The footer includes a Privacy Policy link and the text 'Created & Powered by Blackstone Media'. The Windows taskbar at the bottom shows the search bar and various application icons, with the system clock indicating 8:25 PM on 6/8/2016.

This will take you to the next section for input information about the applicant's children. If no information is entered, the final printed form will not show a section for children. If there were more than one wife, the arrowed pulldown menu would list all wives that were entered in the Basic Info screen, so the child's mother can be selected.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/children>. The page title is "Sons of the American Revolution". The navigation menu on the left includes: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "You are in Application Mode" and features a "Back to Dashboard" button and a "Print Application" button. A progress bar shows four steps: "Basic Info", "Generations", "Children", and "Finalize". The "Children" step is currently active, indicated by a blue arrow pointing to it. Below the progress bar, a description for the "Children" step reads: "Organize your children's details". The "Children" section contains a table with the following columns: CHILD NAME, RELATIONSHIP, WIFE, DATE OF BIRTH, and PLACE OF BIRTH. The "WIFE" column has a dropdown menu with the text "- Select Wife -". The "DATE OF BIRTH" column has the value "01 JAN 1900". There are "Previous Screen" and "Save and Continue" buttons. Below the table is a "Notes" section with "Add A Note" and "Recent Notes" sub-sections. The "Recent Notes" section has a table with columns: USER, NOTE, and CREATED. The Windows taskbar at the bottom shows the date and time as 8:28 PM 6/8/2016.

Enter the child's name, relationship (son or daughter), select the wife from the pulldown menu, enter the date of birth (the calendar function will appear), and the place of birth. Additional children can be added using the blue "+" key. The red "-" key can be used to delete a child. When done entering children, click on "Save and Continue".

The screenshot shows the SAR (Sons of the American Revolution) online application system. The user is in 'Application Mode' and is currently on the 'Children' tab. The interface includes a sidebar with navigation options like 'SAR Website', 'Dashboard', and 'My Applications'. The main content area shows a progress bar with four steps: 'Basic Info', 'Generations', 'Children', and 'Finalize'. The 'Children' step is active, displaying a table with columns for 'CHILD NAME', 'RELATIONSHIP', 'WIFE', 'DATE OF BIRTH', and 'PLACE OF BIRTH'. A child named 'Edgar Alan Doe' is listed with the relationship 'son' and a date of birth of '04 Dec 1979'. The 'WIFE' dropdown menu is open, showing '- Select Wife -' and 'Sarah Jane Mywife'. A yellow arrow points to the 'Save and Continue' button at the bottom right of the children entry form.

| CHILD NAME | RELATIONSHIP | WIFE | DATE OF BIRTH | PLACE OF BIRTH |
|----------------|--------------|--------------------------------------|---------------|-------------------------|
| Edgar Alan Doe | son | - Select Wife - Sarah Jane Mywife | 04 Dec 1979 | Stockton/San Joaquin/CA |

The “Finalize” section screen now appears. A dropdown menu is provided that lists each generation in the lineage. Use this dropdown menu to select the patriot ancestor.

The screenshot shows a web browser window with the URL <https://members.sar.org/application/347/finalize>. The page title is "Sons of the American Revolution". The left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "You are in Application Mode" and features a success message: "Success! Application Children was successfully saved!". Below this is a "Back to Dashboard" button and a "Print Application" button. A horizontal navigation bar includes "Basic Info", "Generations", "Children", and "Finalize". The "Finalize" section is active and contains a form with a "National Number:" field, a statement "I hereby apply for membership in this Society by the right of bloodline descent from", and a dropdown menu currently showing "[Gen: 7] Samuel Andrews". A yellow arrow points to this dropdown menu. Below the dropdown is a field for "Who assisted in establishing American Independence while acting in the capacity of:" and a "B / Link" button. The Windows taskbar at the bottom shows the time as 8:43 PM on 6/8/2016.

Scroll down to the box for entering the patriot's service. This is also a dynamic box which will figure out how many lines of text are needed on the final application form.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/finalize>. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present with the placeholder text "Type Member Name, NSSAR ID or Application ID here".

The main content area contains the following sections:

- A dropdown menu for "I hereby apply for membership in this Society by the right of bloodline decent from:" with the selected option "[Gen: 7] Samuel Andrews".
- A section titled "Who assisted in establishing American Independence while acting in the capacity of:" with a help icon.
- A large text entry box with a yellow arrow pointing to it, containing the text "B / Link".
- Two input fields for "Buried in the" and "Cemetery at".
- A "REFERENCES" section with the text: "Proof is needed only for individuals in the bloodline. Furnish a copy of each piece of evidence, such as: birth certificate; marriage, baptismal, or cemetery record with parents' names; census (1850 or later); explicit Bible record; court document; title page and pertinent pages of annotated publications; DAR record copy; etc."
- A "Proof Of Service" section with the sub-heading "PROOF OF PATRIOT ANCESTOR'S REVOLUTIONARY WAR SERVICE" and the text: "List REFERENCES by the Book/Publication Volume, and Page Number(s) of the documentation of other authorities that prove the Patriot's Military Service, Civil Service, Patriotic Service, or other qualifying Revolutionary War Service. When a Revolutionary War Pension Record is used as proof, enter the Pension #, such as "Pension #S10295." Proof of Service should be from an authoritative, record-of-the-day source. When proof of service documents are not submitted, but are derived from a previous NSSAR or NSDAR application, enter "SAR (or DAR) # ____ cites (then quote the service source noted on that record copy)."

The Windows taskbar at the bottom shows the search bar and various application icons. The system clock indicates 8:46 PM on 6/8/2016.

Continue scrolling down to enter the references for proof of service, and then the sponsor and co-sponsor information. Don't enter information regarding the Registrar or other officers.

The screenshot shows the SAR (Sons of the American Revolution) application system interface. The browser address bar displays <https://members.sar.org/application/347/finalize>. The page title is "Sons of the American Revolution". The left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "Proof Of Service" and includes a search bar with the placeholder "Type Member Name, NSSAR ID or Application ID here". Below the title is the section "PROOF OF PATRIOT ANCESTOR'S REVOLUTIONARY WAR SERVICE" with instructions: "List REFERENCES by the Book/Publication Volume, and Page Number(s) of the documentation of other authorities that prove the Patriot's Military Service, Civil Service, Patriotic Service, or other qualifying Revolutionary War Service. When a Revolutionary War Pension Record is used as proof, enter the Pension #, such as 'Pension #S10295.' Proof of Service should be from an authoritative, record-of-the-day source. When proof of service documents are not submitted, but are derived from a previous NSSAR or NSDAR application, enter 'SAR (or DAR) # ____ cites (then quote the service source noted on that record copy).'" Below the instructions is a table with columns "B", "/", and "Link". A yellow arrow points to the "Link" column. The "Signatures" section follows, with a sub-section "Applicant Signature" containing fields for "Full Name" and "Date". Below this are three columns for "Sponsor", "Chapter Registrar", and "Staff Genealogist", each with a "Full Name" field. A yellow arrow points to the "Sponsor" field. At the bottom of the "Signatures" section are fields for "Street/P.O. Box", "City", "Date Verified and Approved", "State Registrar", and "National Registrar". The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the time 8:50 PM and date 6/8/2016.

Continue scrolling down and click on “Save Draft and View”.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/finalize>. The page features a dark blue sidebar with navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is a form for finalizing an application, with fields for State Secretary, Co-Sponsor, and various dates. A yellow arrow points to a green button labeled "Save Draft and View" at the bottom right of the form. Below the form is a "Notes" section with an "Add A Note" box and a "Recent Notes" table. The table is currently empty, displaying the message "There are currently no Notes to list." The Windows taskbar at the bottom shows the time as 8:53 PM on 6/8/2016.

Navigation sidebar:

- SAR Website
- Dashboard
- State Dashboard
- Chapter Dashboard
- My Applications
- Events
- Administration
- Users

Form fields:

- Search: Type Member Name, NSSAR ID or Application ID here
- State Secretary: NSSAR #, Full Name, Initials
- Co-Sponsor: Full Name, Date Accepted by the State Board of Management, Initials
- Date Forwarded to National Registrar
- NSSAR #

Buttons: Previous Screen, Save Draft and View

Notes section:

- Add A Note: B / Link, Private checkbox
- Recent Notes: Table with columns USER, NOTE, CREATED. Message: There are currently no Notes to list.

This brings up the “Success” screen. At this point you can print the application draft, go back to edit the information submitted. Once you are satisfied that everything is correct, print the final of the SAR Watermarked legal size paper, get the signatures of the applicant and sponsors, and submit it with the documentation package and application fees to your Chapter Registrar for processing.

The screenshot displays the SAR Online Application System interface. At the top, a blue header contains the SAR logo and navigation links. A search bar is present for member or application lookup. A notification banner at the top center reads "Success! Your application has been saved" with a "Return to All Applications" button. Below this, the application details are presented in two columns: "Overview" and "Applicant Detail". The "Overview" section lists: ACN: 1454169637, User: Jim Lucky Faulkinbury, Status: Started, Type: Regular, State/Society: California SAR, and Chapter: Delta. The "Applicant Detail" section lists: NSSAR ID, Applicant: John Doe, Age: 64, Email: jdoe1@gmail.com, Phone: (209) 123-4567, and Address: 1234 Broadway, Stockton, California 95322-4567. At the bottom of the details section, there are buttons for "Edit/View" and "Print Application", with a yellow arrow pointing to the "Print Application" button. Below the details, a message states "To see more detail [Edit/View Full Application](#)" and a red "Delete Application" button is visible. The bottom of the screen shows a Windows taskbar with the system clock at 8:55 PM on 6/3/2016.

SAR® SONS OF THE
AMERICAN REVOLUTION
APPLICATION FOR MEMBERSHIP

Application Type: Regular ACN: 1466690673 National Number: _____
 State Society: Kentucky SAR Chapter: Louisville-Thruston State Number: _____
 NAME OF APPLICANT: John Doe McCrum Smith Age: 72
 Address: 3205 Main road Louisville Kentucky 40299-3000
 Phone: (502) 555-1212 Email: jdoe@doe.com
 Name as you wish it to appear on SAR Certificate: John Doe McCrum Smith

REVOLUTIONARY PATRIOT ANCESTOR

I hereby apply for membership in this Society by the right of bloodline descent from _____ Gen # _____
 who assisted in establishing American Independence while acting in the capacity of:
 Captain, Virginia Continental Line

PROOF OF SERVICE

Military Warrant No 2174 for 3 years service in Continental Line

PATRIOT RESIDENCE & BURIAL

Burial Location: _____
 Gray
 Louisville, KY

APPLICANT CHILDREN

| Child Given Name | Date/Place of Birth | Spouse Name |
|------------------|------------------------|-------------|
| James Smith | 01 Jan 2000 / Kentucky | |
| Mary Smith | 01 Jan 2002 / Kentucky | |
| Anabel | 01 Jan 2004 / Kentucky | |

STATEMENT OF BLOODLINE TO PATRIOT ANCESTOR

1 - I am John Doe Smith born 16 Jan 1944 Louisville, Jefferson Co., KY
 References: _____ CITY/COUNTY/STATE

B/C John Doe Smith; KY Genealogist, V 13 # 4 p 127; SAR 107100, The Virginia Genealogist, V 50 #2- pp 148 - 151;
 Military Land Warrant # 2174 & 242SAR 107100, The Virginia Genealogist, V 50 #2- pp 148 - 151; Military Land
 Warrant # 2174 & 242

2 - I am the son of Angereau Gray Smith born 03 Mar 1904 Louisville Jefferson Co., KY
 NSSAR# died 10 JAN 1972 Las Angeles, CA
 and his wife Eleonor Francis Jones born 21 FEB 1909 Pittsburgh, Allegheny Co., PA
 NSDAR# died 18 APR 1977 Louisville Jefferson Co., KY
 Who is the son X /daughter ___ of bef 31 OCT Jeffersonville, Clark Co., IN
 1934

References:

SAR 107100; SSClaim; KY Death Index; KY Genealogist, V 13 # 4 p 127; M/L Angereau Smith to Eleamora Jones;
 KY Death Index; Social Security Claims Index; SAR 107100, The Virginia Genealogist, V 50 #2- pp 148 - 151;
 Military Land Warrant # 2174 & 242SAR 107100, The Virginia Genealogist, V 50 #2- pp 148 - 151; Military Land
 Warrant # 2174 & 242

3 - Grandson of Angereau Gray Smith born 21 Jan 1860 Louisville Jefferson Co., KY
 NSSAR# died 20 OCT 1930 Jeffersontown, Jefferson Co., KY
 and his wife Nell Lee Moore born 16 JUL 1883 Louisville Jefferson Co., KY
 NSDAR# died bef 02 MAY Louisville Jefferson Co., KY
 1967
 Who is the son X /daughter ___ of married 25 SEP 1901 Louisville Jefferson Co., KY

References:

SAR 107100; KY Genealogist, V 13 # 4 p 127; D/C Angereau Gray Smith; KY Death Index, Nell Moore; SSDI;
 KY Marriages 1785 - 1979; Kentucky Opinions, p 159 - 161;

4 - Great Grandson of Robert James Smith born 22 Jan 1822 Louisville/Jefferson/KY
 NSSAR# died Afr 20 Feb 1879 Louisville/Jefferson/KY
 and his wife Eliza Rootes McCrum born 28 Feb 1829 Louisville/Jefferson/KY
 NSDAR# died 27 Jul 1877 Louisville/Jefferson/KY
 Who is the son X /daughter ___ of married 17 Oct 1850 Louisville/Jefferson/KY

References:

SAR 107100; KY Genealogist, V 13 # 4 p 127; D/C Angereau Gray Smith; KY Death Index, Nell Moore; SSDI;
 KY Marriages 1785 - 1979; Kentucky Opinions, p 159 - 161;

5 - Great² Grandson of George Gray born 13 May 1745
 NSSAR# _____ died 02 DEC 1823 Louisville Jefferson Co., KY
 and his wife Mildred Thompson born 1761
 NSDAR# _____ died _____
 Who is the son X /daughter _____ of _____ married _____
 References: _____
SAR 107100, The Virginia Genealogist, V 50 #2- pp 148 - 151; Military Land Warrant # 2174 & 242

APPLICATION CERTIFICATION

I, John Doe McCrum Smith the applicant, assert that, I have examined this completed application _____ and its proofs (documentation) and the facts and statements herein are true and correct to the best of my knowledge and belief.
 Signature of Applicant: _____ Date: _____

SPONSOR CERTIFICATION

SPONSOR (New Member Only)
 _____ NSSAR# _____ Signature: John Doe Sr
 CO-SPONSOR (New Member Only)
 _____ NSSAR# _____ Signature: John Doe Jr.

STATE SOCIETY CERTIFICATION

State Registrar: _____ Approved: _____
 State Secretary: _____ Approved: _____
 Accepted by the State Board of Management (optional): _____ Accepted: _____
 Sent to National Headquarters: _____ Date: _____

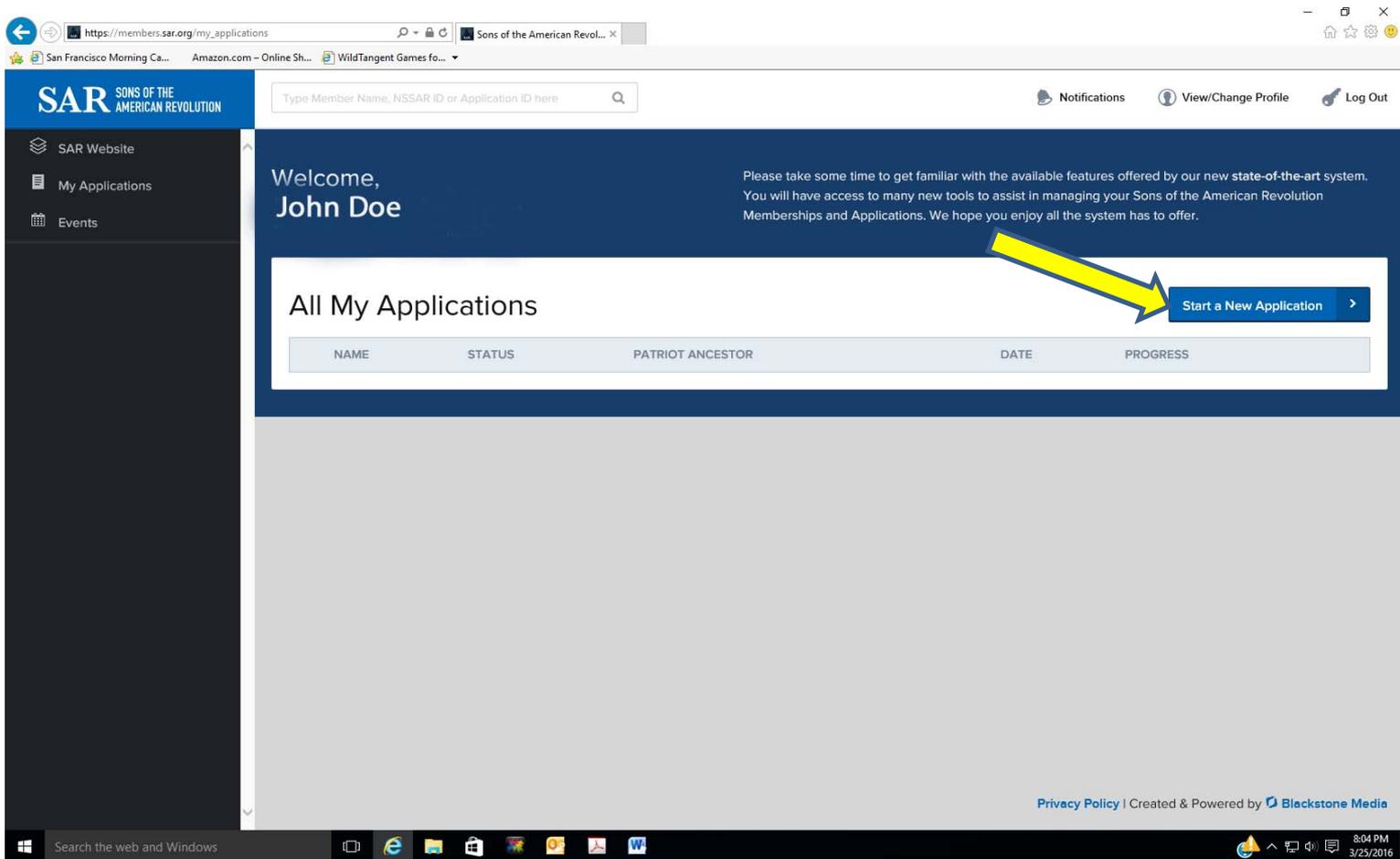
NATIONAL SOCIETY CERTIFICATION

Received at National Headquarters: _____ Date: _____
 Staff Genealogist: _____ Approved: _____
 Registrar General: _____ Registered on: _____

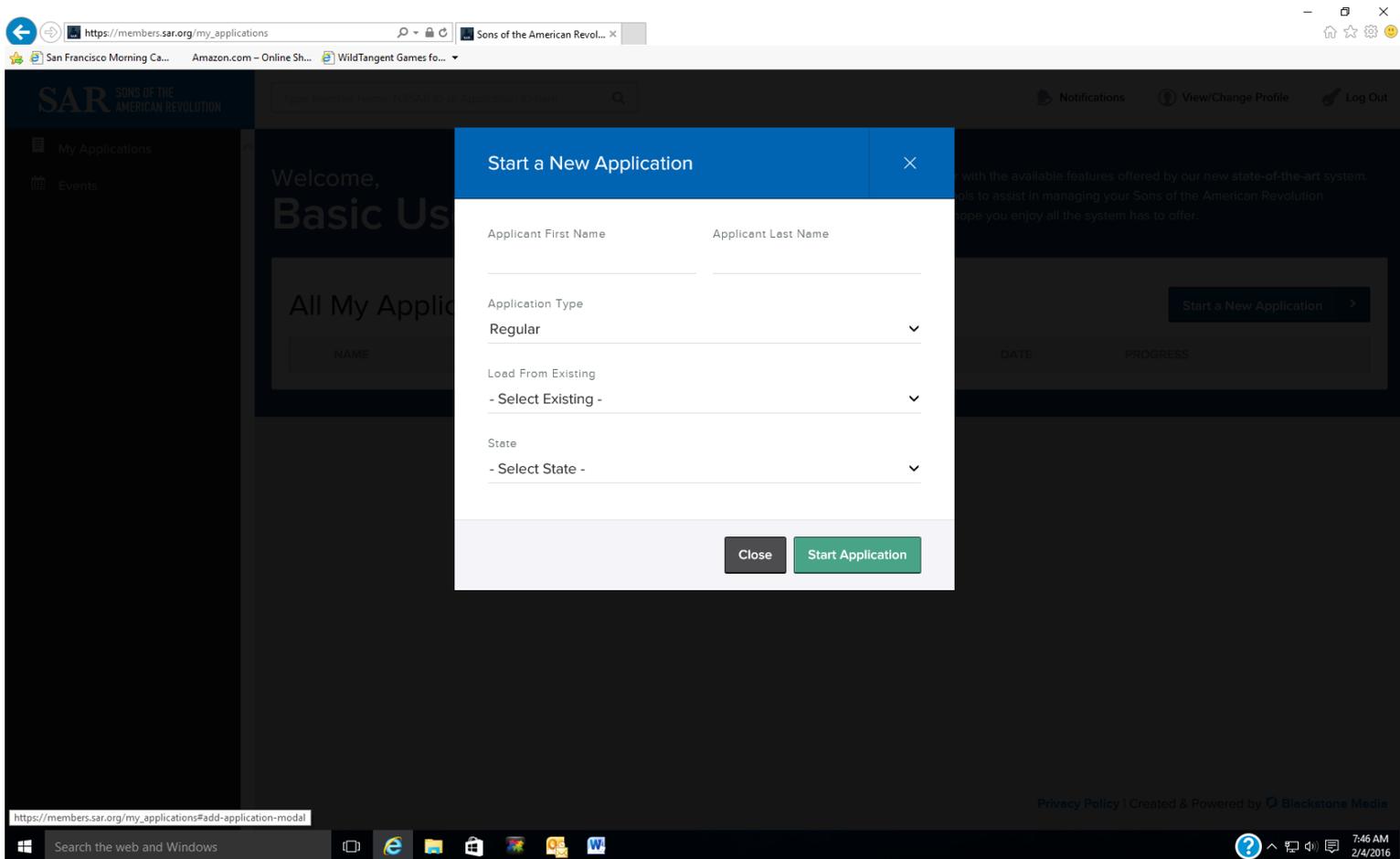
Section 2.1

Creating a “Family Plan” application
using a previous application in your Dashboard

To start an application for the son of the previous applicant, go back to the “Welcome” screen which should now list the application just created under “All My Application”. Click the “Start a New Application” button.



By clicking on the “Start a New Application” button, this screen appears. This is the screen used to enter the name of the new applicant, the type of application, and by using the “Load From Existing” pulldown menu, the previously entered application that contains the lineage in common. The State Society for membership must be selected and a dropdown with the chapters in that Society opens and must be selected. See next page. ***NOTE that only applications previously entered in your personal dashboard can be selected for use in loading an existing application.***



Fill in the initial screen but this time use the “Load From Existing” pulldown menu which will have the application of the father, John Doe, on the list. Select that entry and click on “Start Application”.

The screenshot shows a web browser window with the URL https://members.sar.org/my_applications. The page title is "Sons of the American Revolution". The main content area displays a "Start a New Application" modal form. The form fields are as follows:

| Field | Value |
|----------------------|----------------|
| Applicant First Name | Edgar Alan |
| Applicant Last Name | Doe |
| Application Type | Regular |
| Load From Existing | 347 - John Doe |
| State | California SAR |
| Chapters | Delta |

At the bottom of the modal, there are two buttons: "Close" and "Start Application". A yellow arrow points to the "Start Application" button. The background shows a dashboard with a sidebar on the left and a main area with a "Welcome, Jim Luck Faulkinb" message and a table of applications.

This time, the basic information screen will appear with the new applicant's name but also with all of the DOB, address, email, and telephone # information for the father. This information will have to be replaced with the correct information for the son including any prefix or suffix to the name. Then click on "Update and Continue".

The screenshot shows the 'Edit Applicant Information' page on the SAR website. The browser address bar shows the URL: <https://members.sar.org/application/603/basic-info/edit>. The page title is 'Edit Applicant Information'. The form contains the following fields and values:

| Field | Value |
|-----------------------------|------------------|
| Application Type | Regular |
| NSSAR # | |
| State # | |
| Prefix | |
| First Name * | Edgar |
| Middle Name | Alan |
| Last Name * | Doe |
| Suffix | |
| DOB * | 12/04/1979 |
| Street, R.D., or P.O. Box * | 1234 Broadway |
| City * | Stockton |
| State * | California |
| Zip Code * | 95322-4567 |
| Country * | United States |
| State of Application | California SAR |
| Chapter | Delta |
| Email * | jdoe11@gmail.com |
| Telephone | (209) 123-4567 |

At the bottom right of the form, there are two buttons: 'Cancel' and 'Update and Continue'. A yellow arrow points to the 'Update and Continue' button.

That will bring up the screen from the father's application. Scroll down to the generation # toggles and click on the toggle to edit generation 1.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/603/generations>. The page features a dark sidebar with navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area shows a timeline with a yellow arrow pointing to the 'Click to toggle' button for Generation #1. Below the timeline is a list of generations with their names and toggle buttons:

- Generation #1 | John Ralph Doe
- Generation #2 | Robert John Doe
- Generation #3 | William Joseph Brown
- Generation #4 | Herbert M. Brown
- Generation #5 | John Brown
- Generation #6 | Elisha McDowell
- Generation #7 | Samuel Andrews

Below the list, the details for Generation #7 are shown:

Generation #
7

Great ⁴ Grandson of Samuel Andrews NSSAR #

BORN: 16 May 1750 CITY/COUNTY/STATE: /Bucks/PA

DIED: 30 Mar 1824 CITY/COUNTY/STATE: /Albany/NY

On the right side, a 'Need Help?' section contains the following text:

My generation does not show up properly in the top timeline?
As of right now, the timeline feature supports specific dates such as 03/27/1960 or 27 MAR 1960. Dates such as 1960 or Around March are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue.

I cannot add my next generation?
If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled **This ancestor is the patriot** in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations.

On the next screen click on the “Insert Generation Before This”.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/603/generations>. The page title is "Sons of the American Revolution". The left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area shows a form for "Generation #1 | John Ralph Doe". A yellow arrow points to a blue button labeled "Insert Generation Before This". The form includes fields for Generation # (1), Name (John Ralph Doe), BORN (22 Jan 1952), CITY/COUNTY/STATE (San Jose/Santa Clara/CA), and a checkbox for "This ancestor is the patriot." Below this are fields for "1st Wife" (Sarah Jane Mywife), BORN (17 Aug 1955), CITY/COUNTY/STATE (Lodi/San Joaquin/CA), DIED (01 JAN 1900), CITY/COUNTY/STATE, and MARRIED (6 Jun 1976), CITY/COUNTY/STATE (Stockton/San Joaquin/CA). A timeline at the top shows a vertical line at 1750 and a box for "(Patriot Ancestor) Samuel Andrews". A right sidebar contains a "Need Help?" section with text: "My generation does not show up properly in the top timeline? As of right now, the timeline feature supports specific dates such as 03/27/1960 or 27 MAR 1960. Dates such as 1960 or Around March are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue." and "I cannot add my next generation? If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled This ancestor is the patriot in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations."

Now an entry screen for the new applicant as generation #1 appears and the information for him (and spouse(s) if there are any) should be filled in. Scroll down to “Save Generation” and click on that button.

The screenshot shows the SAR website's generation entry interface. At the top, a browser window displays the URL <https://members.sar.org/application/603/generations>. The SAR logo and navigation menu are on the left. The main form area contains the following fields:

- Generation #**: Input field containing '1'.
- I AM**: Input field.
- NSSAR #**: Input field.
- BORN**: Dropdown menu (set to '-'), date input (01 JAN 1900), and CITY/COUNTY/STATE input.
- DIED**: Dropdown menu (set to '-'), date input (01 JAN 1900), and CITY/COUNTY/STATE input.
- This ancestor is the patriot.
- Wife** section with **NAME** and **NSDAR #** input fields.
- BORN**, **DIED**, and **MARRIED** sections, each with a dropdown menu, date input (01 JAN 1900), and CITY/COUNTY/STATE input.

A timeline at the top shows a Patriot Ancestor Samuel Andrews and Herbert M. Brown. A 'Need Help?' sidebar on the right contains the following text:

Need Help?

My generation does not show up properly in the top timeline?
As of right now, the timeline feature supports specific dates such as **03/27/1960** or **27 MAR 1960**. Dates such as **1960** or **Around March** are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue.

I cannot add my next generation?
If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled **This ancestor is the patriot** in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations.

Now you go to the “Children” link and see that the children of the father are listed. Use the red “-” button to delete them and then if there are any children for this applicant, use the blue “+” button to add them as before. When finished click on the “Save and Continue” button to go to the Finalize section.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The user is in "Application Mode" and is currently on the "Children" step of the process. The progress bar shows four steps: Basic Info, Generations, Children (current), and Finalize. The "Children" section contains a table with the following columns: CHILD NAME, RELATIONSHIP, WIFE, DATE OF BIRTH, and PLACE OF BIRTH. A single child entry is shown: Edgar Alan Doe, son, - Select Wife -, 04 Dec 1979, Stockton/San Joaquin/CA. A red minus button is located to the left of the child name, and a blue plus button is to the right of the place of birth. Below the table is a "Previous Screen" button and a "Save and Continue" button. A yellow arrow points to the "Save and Continue" button. The sidebar on the left includes links for SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The top navigation bar includes a search field, Notifications, View/Change Profile, and Log Out. The bottom of the screen shows the Windows taskbar with the date and time: 11:36 PM 6/8/2016.

On this screen, you will have to use the pulldown menu to select the generation that is the patriot ancestor. The patriot's service and proof of service entries from the imported application will automatically be populated but the sponsor information will have to be reentered. When that is done, scroll down to "Save Draft and View". The Success screen will appear and you can either print a draft or edit, or if satisfied, print the final application on the SAR paper.

The screenshot shows the SAR (Sons of the American Revolution) online application system interface. The browser address bar displays <https://members.sar.org/application/603/finalize>. The page title is "Sons of the American Revolution".

The main content area displays "You are in Application Mode" and a success message: "Success! Application Children was successfully saved!". Below the message are two buttons: "Back to Dashboard" and "Print Application".

The application progress bar shows four steps: "Basic Info", "Generations", "Children", and "Finalize". The "Finalize" step is currently active.

The "Finalize" section includes a "National Number:" field and a dropdown menu for selecting a generation. The dropdown menu is open, showing the following options:

- Select -
- [Gen: 1]
- [Gen: 2] John Ralph Doe
- [Gen: 3] Robert John Doe
- [Gen: 4] William Joseph Brown
- [Gen: 5] Herbert M. Brown
- [Gen: 6] John Brown
- [Gen: 7] Elisha McDowell
- [Gen: 8] Samuel Andrews

A blue arrow points to the dropdown menu. To the right of the dropdown menu, there is a label "acting in the capacity of: ⓘ".

Section 2.2

Creating a supplemental application
using a previous application in your
Dashboard

To begin a Supplemental application, start by clicking on the “Start New Application” button on the “Welcome” screen and follow the same process as used for the previous application by entering your first and last name. Select “Supplemental” from the pulldown menu for “Application Type”. On the “Load from Existing”, select a previously created application that contains most of the lineage in common with the supplemental application that you want to create. Enter the State Society and Chapter and then click on “Start Application”. This will bring up the same screen as is shown on page 31 (for creating a “family plan” application. Since you have entered your own name for the applicant, all of the information will be populated (name, address, DOB, email, and telephone # from the original application. Make any changes needed if there have been any address, email, or telephone # changes and click on “Update and Continue”.

The screenshot displays the SAR online application system interface. At the top, there is a navigation bar with the SAR logo and a search field. Below this is a sidebar menu with options like SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area shows a timeline of generations from 1700 to 1900. The generations listed are:

- Generation #1 | John Ralph Doe
- Generation #2 | Robert John Doe
- Generation #3 | William Joseph Brown
- Generation #4 | Herbert M. Brown
- Generation #5 | John Brown
- Generation #6 | Elisha McDowell
- Generation #7 | Samuel Andrews

Each generation entry has a "Click to toggle" button. Below the timeline, there is a form for Generation #7. The form includes fields for:

- Generation #: 7
- Great⁴ Grandson of: Samuel Andrews
- NSSAR #: [blank]
- BORN: 16 May 1750, CITY/COUNTY/STATE: /Bucks/PA
- DIED: 30 Mar 1824, CITY/COUNTY/STATE: /Albany/NY

On the right side of the form, there is a "Need Help?" section with the following text:

My generation does not show up properly in the top timeline?
As of right now, the timeline feature supports specific dates such as 03/27/1960 or 27 MAR 1960. Dates such as 1960 or Around Merch are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue.

I cannot add my next generation?
If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled **This ancestor is the patriot** in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations.

On this screen, starting at the patriot generation and moving up, one-by-one, toggle the generations that will not be part of the supplemental application; in this example only generations 1-4 will be in common.

The screenshot displays the SAR Online Application System interface. At the top, the browser address bar shows the URL <https://members.sar.org/application/603/generations>. The SAR logo and navigation menu are visible on the left. The main content area shows a timeline from 1700 to 1900 with a list of generations below it. The generations listed are:

- Generation #1 | John Ralph Doe
- Generation #2 | Robert John Doe
- Generation #3 | William Joseph Brown
- Generation #4 | Herbert M. Brown
- Generation #5 | John Brown
- Generation #6 | Elisha McDowell
- Generation #7 | Samuel Andrews

Generations 1-4 are highlighted with yellow arrows pointing to 'Click to toggle' buttons. The 'Need Help?' section on the right provides instructions on date formatting and adding generations.

Need Help?

My generation does not show up properly in the top timeline? As of right now, the timeline feature supports specific dates such as **03/27/1960** or **27 MAR 1960**. Dates such as **1960** or **Around March** are acceptable and will be valid for application submission but may cause the timeline above to not render properly. Future updates will eliminate this issue.

I cannot add my next generation? If you are trying to add a generation after your Patriot Ancestor? You will not be able to. Please uncheck the box labeled **This ancestor is the patriot** in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations.

As each generation is toggled, the data input screen for that generation is opened. Scroll down and by clicking on the red “Remove Generation” button, that generation is removed from the supplemental lineage. Continue this process until only the generations in common are remaining.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/generations>. The page title is "Sons of the American Revolution". The left sidebar contains navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area is titled "Wife" and includes a checkbox for "This ancestor is the patriot." (checked). Below this are input fields for NAME, BORN (with a dropdown menu), DIED (with a dropdown menu), and MARRIED (with a dropdown menu). To the right of these fields are input fields for NSDAR#, CITY/COUNTY/STATE, and another CITY/COUNTY/STATE field. Below the input fields is a section for "References for Generation 7. Do NOT state what connection is being proved by your references for each generation. Simply list references only in this section. Note: All information entered below will be saved, but it may be truncated when printing." The reference text reads: "B / Link will Samuel Andrews; Oblong Quaker monthly meeting records; Rev. pension file S.3333." At the bottom of the form, there are two buttons: a red "Remove Generation" button and a green "Save Generation" button. A yellow arrow points to the "Remove Generation" button. The Windows taskbar at the bottom shows the date and time as 11:39 AM on 6/9/2016.

Now go back and toggle on the earliest generation and common with the supplemental and toggle back to it.

The screenshot shows the SAR Online Application System interface. The browser address bar displays <https://members.sar.org/application/347/generations>. The page header includes the SAR logo and navigation links for Notifications, View/Change Profile, and Log Out. A search bar is present for member names, NSSAR IDs, or application IDs.

The main content area features a timeline visualization with four generations listed below it:

- Generation #1 | John Ralph Doe
- Generation #2 | Robert John Doe
- Generation #3 | William Joseph Brown
- Generation #4 | Herbert M. Brown

Each generation entry has a "Click to toggle" button. A yellow arrow points to the toggle button for Generation #4. The timeline above shows a vertical line at 1750, with boxes for Samuel Andrews (Patriot Ancestor), John Brown, Herbert M. Brown, and William Joseph Brown.

Below the list, the form for Generation #4 is displayed:

Generation #

Great Grandson of NSSAR #

BORN CITY/COUNTY/STATE

DIED CITY/COUNTY/STATE

This ancestor is the patriot.

Wife
NAME NSDAR#

A "Need Help?" sidebar is visible on the right, providing instructions on date formatting and adding generations.

Scroll down and click on the blue “+Add Next Generation” button to open the next generation for the lineage to the new patriot ancestor. Continue adding generations in the same way the original application was created. On the “Children” section, the information on the previously listed children will already be populated so no action is necessary. Click on “Save and Continue” to go to the “Finalize” section. On that page, enter the new patriot’s service and proof of service. Since the application type was identified as a Supplemental, the sponsor information will not appear since sponsors are not needed on supplementals. Click on “Save Draft and View” and once again the option to edit, print a draft, or print the final on SAR paper can be used to complete the application.

The screenshot shows the SAR (Sons of the American Revolution) online application system. The browser address bar displays <https://members.sar.org/application/347/generations>. The page features a dark sidebar on the left with navigation options: SAR Website, Dashboard, State Dashboard, Chapter Dashboard, My Applications, Events, Administration, and Users. The main content area contains a form for adding a generation. At the top, there is a search bar and navigation links for Notifications, View/Change Profile, and Log Out. The form includes fields for birth date (16 Jan 1940) and city/county/state (/Clark/IN). A checkbox labeled "This ancestor is the patriot." is present. Below this is a "Wife" section with fields for NAME (Clara Elizabeth Evans) and NSDAR#. Further down are fields for BORN (18 Aug 1875), DIED (06 Feb 1948), and MARRIED (28 Oct 1899), each with a city/county/state field. Another "This ancestor is the patriot." checkbox is located below the marriage information. A section titled "References for Generation 4. Do NOT state what connection is being proved by your references for each generation. Simply list references only in this section. Note: All information entered below will be saved, but it may be truncated when printing." contains a text area with the entry "d/c Herbert M. Brown". At the bottom of the form, there is a "Who is the Son" dropdown menu. Three buttons are visible: a red "Remove Generation" button, a green "Save Generation" button, and a blue "+ Add Next Generation" button. A yellow arrow points to the "+ Add Next Generation" button. A warning box on the right side of the form states: "Please uncheck the box labeled 'This ancestor is the patriot' in the corresponding generation, Save and Refresh and then you will be able to continue adding more generations."