MANAGING UNKNOWN NAMES IN TMG V.8X & V.9.X
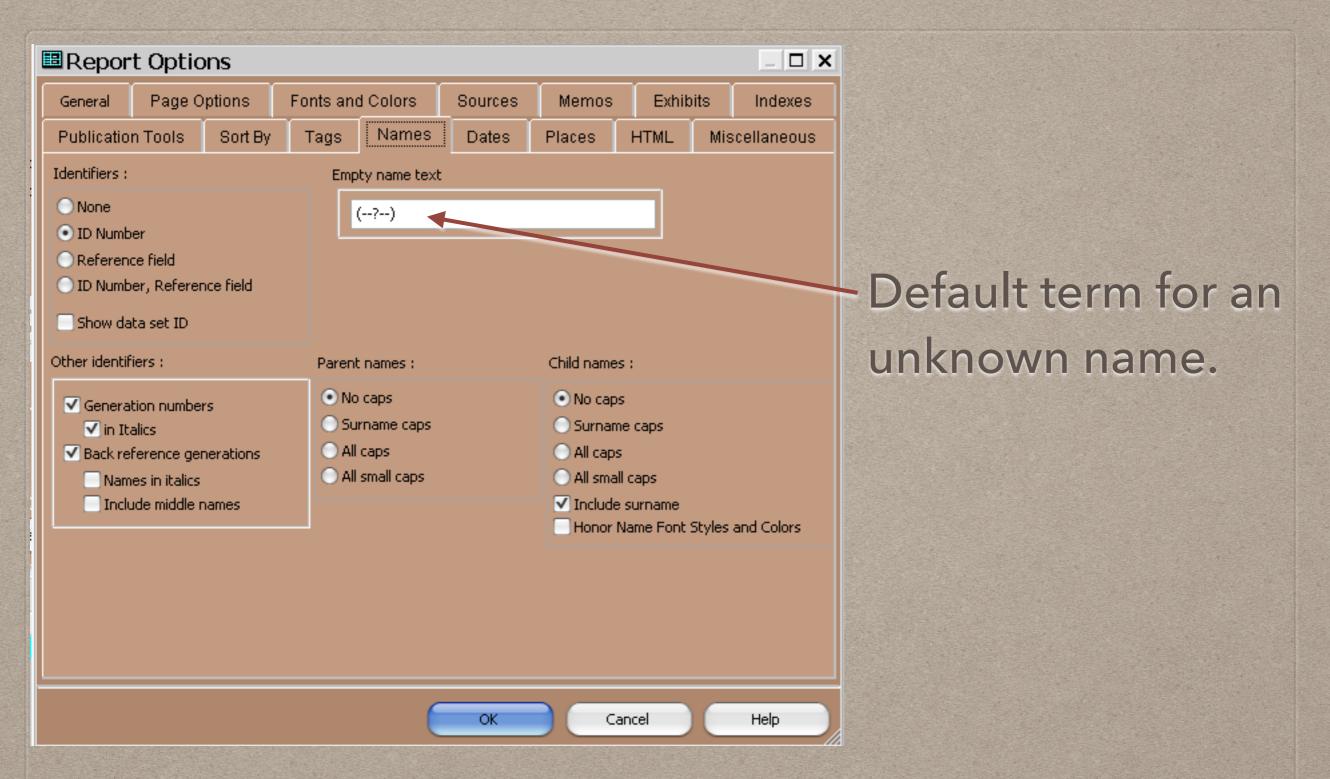
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7 NOVEMBER 2015

OTTAWA TMG USERS GROUP

Introduction

- This topic of managing unknown names in TMG was inspired by an article written by Terry Reigel on his TMG Tips web site (tmg.reigelridge.com)

- All too often we wish to record a married woman's name for whom their birth family name is unknown. Less often we have instances when neither given nor surname are known.

- Alternatives in dealing with the above issue will be described here.

- Caveat: This article does not deal with social convention when surnames were not used, royalty, etc.

- You have two choices - use your own custom term or leave the name blank.

- Your decision of how to deal with unknown names may differ depending upon how you want the names to appear in TMG screens and reports, as well as in Second Site publications.

- If you enter your own custom term and later decide to change the format, you may encounter a huge task of manually editing each and every term.

- Terry recommends that unknown names be left blank. With this choice you can change how all of them will appear in reports by changing the format in report options.

Default term for an unknown name.

Note: The Add Person process requires that something be entered in either the given or surname fields. If both names are unknown, enter something, then edit the Primary Name Tag once the person is created.

- If you leave unknown names blank TMG will use its default value in reports.

- Some people prefer to use 'Unknown' for an unknown name.

- The default (—-?—-) seems to some to be a logical choice.

- However, when saved to a typical word processor there is a problem when it comes to line breaks, which can occur anywhere within the default term. It could appear with line 1 ending with '(—-' and line 2 beginning with '?—-)'.

- Terry Reigel suggests the use of underscores, rather than hyphens, as word processors such as MS Word do not allow a line break with underscores. The string '___?___' will appear intact.

- Terry takes this a step further. He prefers having the underscores at the midpoint, the same way hyphens are displayed.

- This is accomplished by using superscripts for the underscores.

- The suggested string is: [SUP:]___[:SUP]?[SUP:]___[:SUP]

- Terry notes that there are differences between files for word processors and those sent directly to a printer.

- Changing the way unknown names appear in a report can be accomplished in the Names tab under Report Options.

TMG's default string

Report Options

| General | Page Options | Fonts and Colors | Sources | Memos | Exhibits | Indexes |

| Publication Tools | Sort By | Tags | Names | Dates | Places | HTML | Miscellaneous |

Names :
- No caps
- Surname caps
- All caps
- All small caps

Identifiers :
- None
- ID Number
- Reference field
- ID Number, Reference field
- ☐ Show data set ID

Empty name text

(--?--)

OK   Cancel   Help

Custom string, inserts a superscript underscore before & after '?'

Report Options

General | Page Options | Fonts and Colors | Sources | Memos | Exhibits | Indexes
Publication Tools | Sort By | Tags | Names | Dates | Places | HTML | Miscellaneous

Names :
- ● No caps
- ○ Surname caps
- ○ All caps
- ○ All small caps

Identifiers :
- ○ None
- ● ID Number
- ○ Reference field
- ○ ID Number, Reference field
- ☐ Show data set ID

Empty name text

[SUP:]___[:SUP]?[SUP:]___[:SUP]

OK | Cancel | Help

Note: You must enter the above custom string, or one of your choosing, into each Report Definition.

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