

How to Send Your Chart as a One Page Document File from Roots Magic

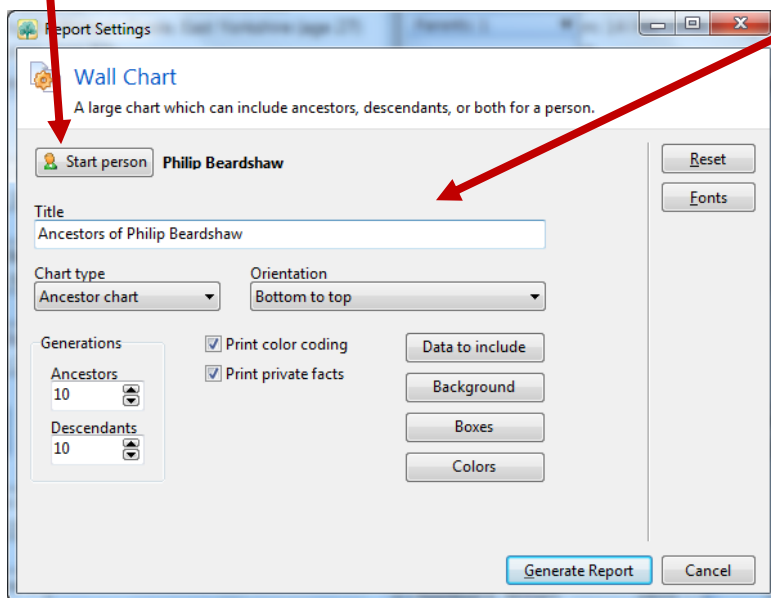
Saving Your Chart as a '.RMC' File

Roots Magic creates its charts in an ancillary program called 'Roots Magic Chart'. Each chart created is given a file name which ends in the extension '.rmc'. It is not necessary to save a chart as a PDF in order to send it to My History for printing as we are able to open your .rmc file in our own copy of the program and it will appear just as you have saved it.

Click on the menu options 'Reports > Charts > Wall Charts' and the following window will open:

Here you may choose the person that the chart will start from. It will default to the person you were viewing before selecting the menu options to make the chart.

We suggest for your first chart that you choose an 'Ancestor' chart type and 'Bottom to top' orientation as this will give you a good clean chart of the direct ancestors of the start person.



Add a title as you want it to appear on the chart.

By clicking on the 'Data to include' button you may increase the amount of facts show against each person on the chart.

Note that it is possible to restrict or expand the number of generations that appear on your chart.

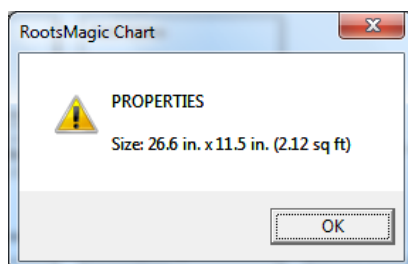
You may alter font sizes, styles and colours by clicking on the appropriate buttons on this screen.

You may also alter box styles and the background.

Saving Your Chart as a PDF File

Sending a 'Roots Magic Chart' file to My History or another genealogist with the same program is fine as both have the program to open your file but what should you do if you want to send a chart to a relative who doesn't have such a facility. Our advice would be to learn how to create a PDF file as that can be then be opened by anyone using a computer. A PDF file is usually viewed in Adobe Reader which most users will already have installed on their computer. Here's how to do it:

- 1) Once you have your chart on screen you need to determine its dimensions.



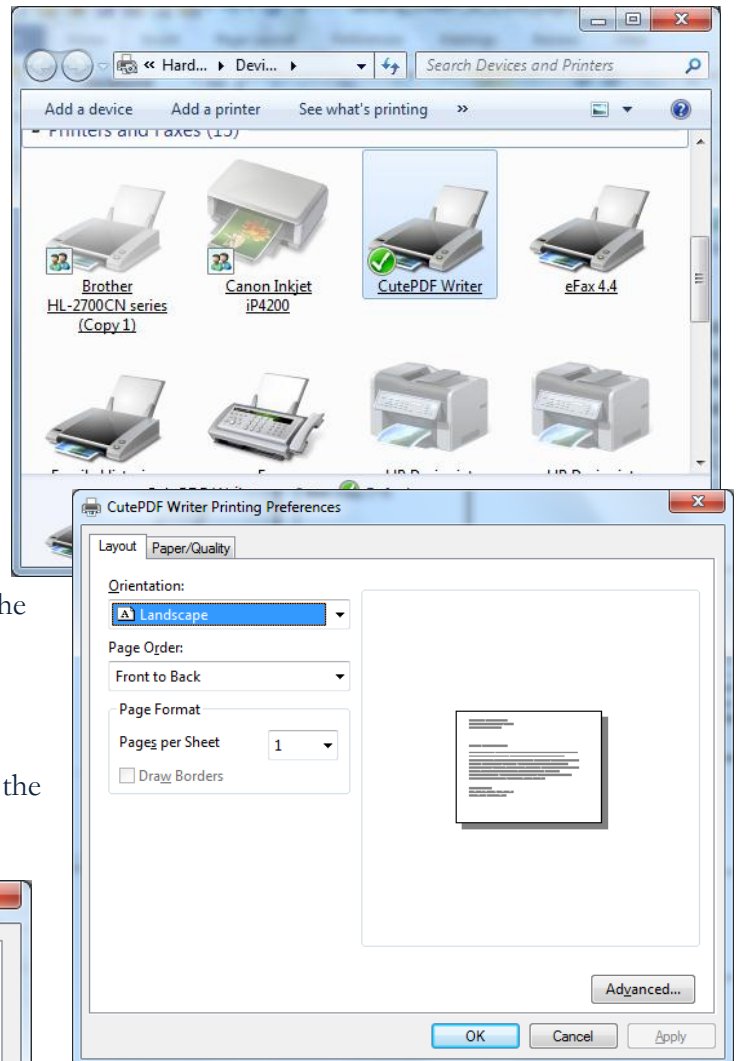
Click the menu 'File > Chart Properties...' and this small screen will appear. Make a note of the size but go up to the nearest whole inch (in this case 27 x 12 inches).

You will also need to note that the first number is the width and the second, the height.

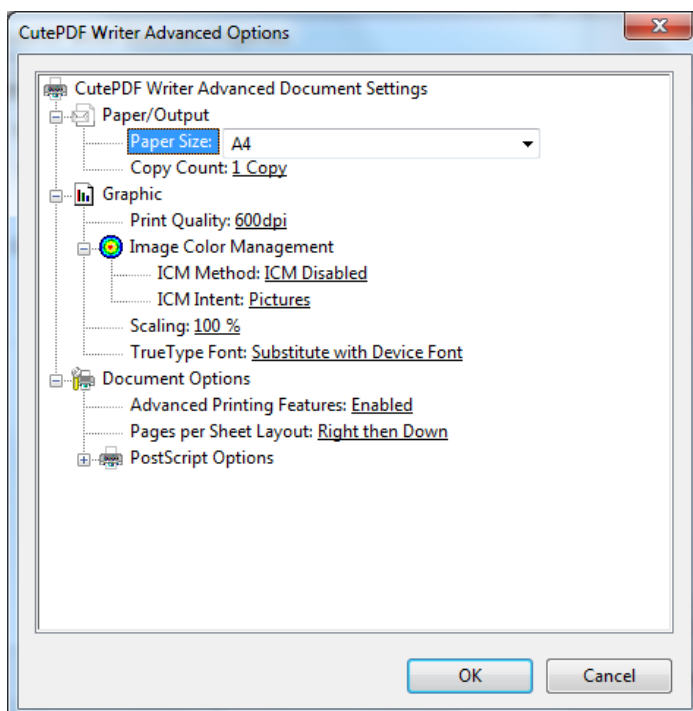
Click OK and **then close the Roots Magic Program**

- 2) In Roots Magic it is necessary to set up the 'CutePDF Writer' printer as the default printer to force the program to recognise the large page settings rather than the settings on your usual default printer (usually A4). It is very easy to reset your default printer after making the PDF.

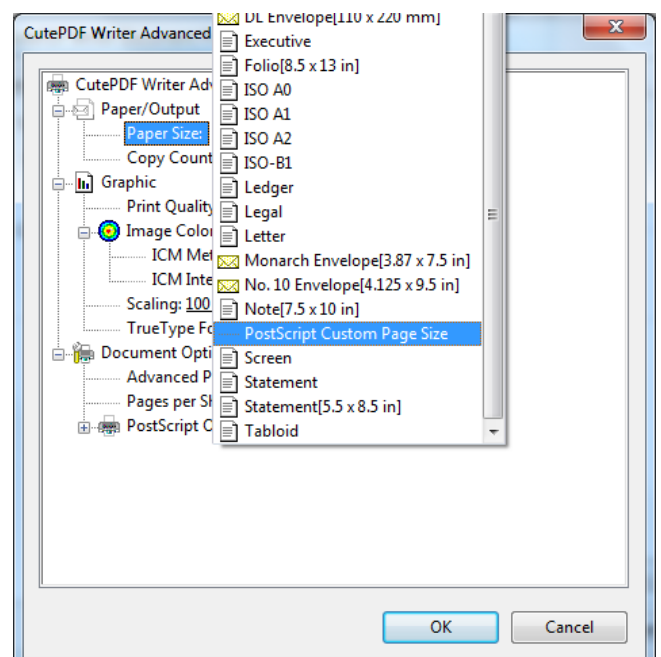
- 3) Go to your Windows Control Panel and select printers. There are various ways of getting to this depending on the Windows operating system you are using but you should get to a screen similar to the one here (right). Make a note of which printer is your default printer. You should easily recognise this as the printer you use on an everyday basis.
- 4) Right click on the 'CutePDF Writer' printer to bring up a short menu of options and click on 'Set as default printer'. This will put a tick against the printer to indicate that this is now your default printer. Right click again but this time choose 'Printing Preferences...' and the following window will open:



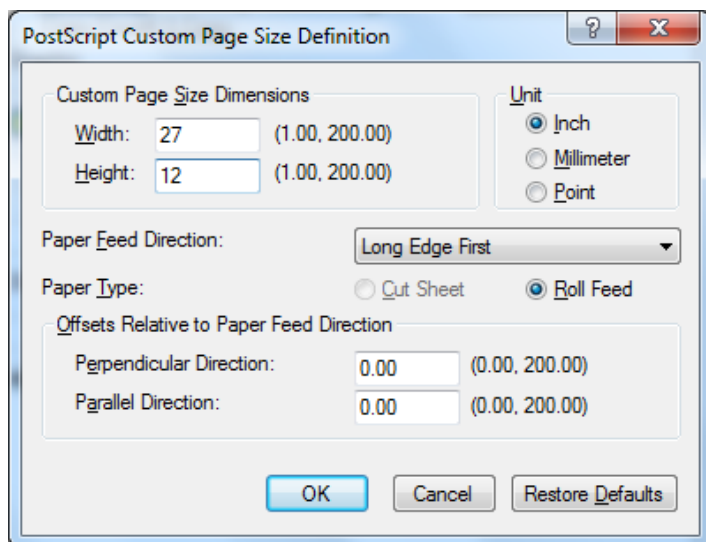
- 5) Set the 'Orientation' to 'Landscape'
- 6) Click on the 'Advanced...' button to open the Advanced Options window.



- 7) In this next window click on the 'Paper Size' field to select the drop down list of options.



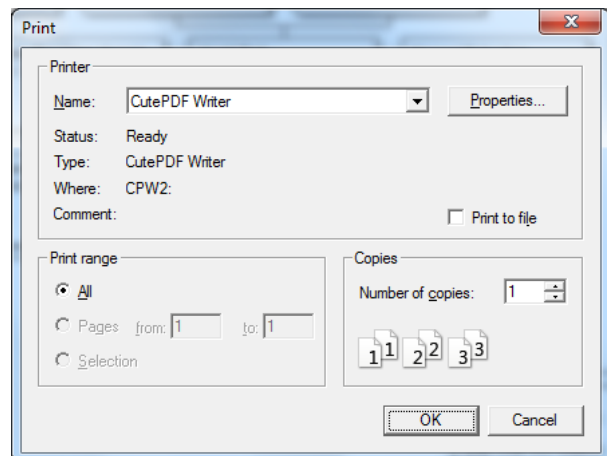
- 8) Choose the 'PostScript Custom Page Size'



9) Make sure the Unit of measurement is set to inches. And then key in the dimensions into the Width and Height boxes. There is no need to change anything else.

In this example we have keyed 27inches for the width and 12 inches for the height.

Now you will need to click OK on this window and the others that are behind it.

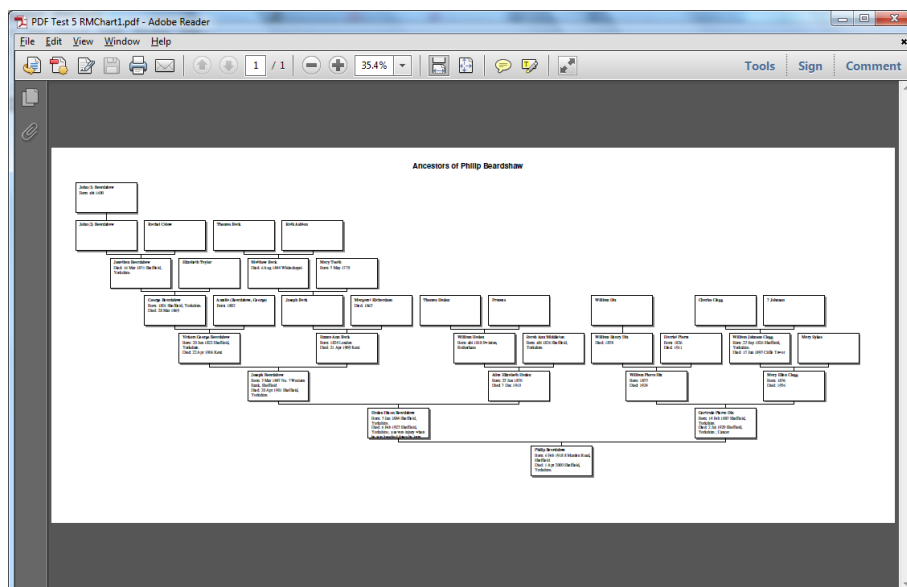


10) Click on the menu 'File > Print...'

You are now ready to print your file but before you do so make sure that the print range is greyed out. If it is not you will need to go back and check your dimensions and other settings on CutePDF writer to make sure you have them set correctly.

Once you are happy you have the chart ready to print on one page, click OK.

11) CutePDF Writer will ask you where you wish to save your file and it will give you the opportunity to save it to your preferred location. Make sure you know where this as you will then need to check it by opening the file in Adobe Reader. In our example the PDF shown below is the file we created.



When you open your chart you will need to check it carefully on screen to make sure all looks well.

Important: Check your finished PDF image very carefully as Family Historian has been known to slightly move any extra boxes, images or lines during the creation of the PDF. If you do experience any problems then you may be better to send the chart within a project as in part 3 of this document.

Upload your chart (maximum 2GB) to our server:
http://www.my-history.co.uk/upload_form/

*To make sure your fonts are displayed in your Family Historian Chart PDF, when you save a diagram as a pdf select 'properties' and select 'fonts'. There is a tick box called 'embed all used fonts'. Then all the fonts you have used in the diagram will show in the pdf. Unfortunately you will have to do this every time as the settings will not be saved. This works for other free pdf producers like PDF995 and CUTEPDFWRITER etc.

"Cutepdfwriter" is recommended by us because of its ease of use and can produce longer pdf files (200 inches – over 5 metres) And is Free. Just Google it.