



NATIONAL ARCHIVES



My mind & memory has fast
gone, I don't see as I can
prove any thing as before
I will have to go without if
I need the help as much of
any thing could be done it
be left if good to one for

... that I will to the utmost
maintain and defend the said United
King George the Third, his heirs and
his abettors, affiliates and adherents,
United States in the office of ...
which I now hold, with fidelity,
my skill and understanding.



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maintain and defend the said United
King George the Third, his heirs and
his abettors, affiliates and adherents,
United States in the office of ...
which I now hold, with fidelity,
my skill and understanding.

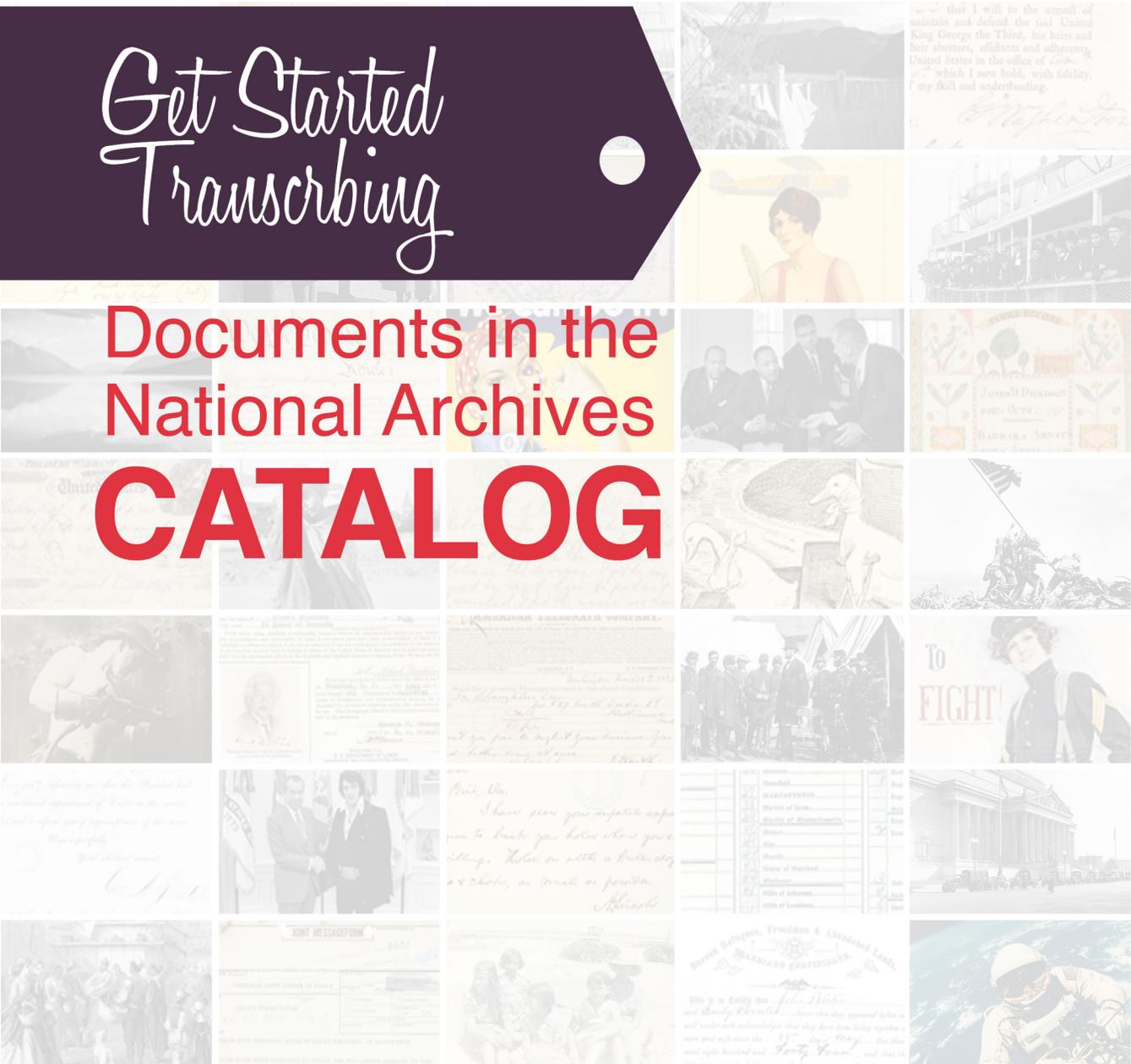


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Get Started Transcribing

Documents in the National Archives CATALOG



Get Started Transcribing in the National Archives Catalog

Register

Citizen Archivists must register for a free user account in order to contribute to the National Archives Catalog. Register here: <https://catalog.archives.gov/registration>

Login

Once you are registered, login to your account here: <https://catalog.archives.gov/login>

Find Records to Transcribe

For suggestions of records to transcribe, browse our webpage of curated missions organized by topic: <https://www.archives.gov/citizen-archivist/missions>. Click on a topic that interests you, and it will take you directly to a list of those records in the National Archives Catalog.

Citizen Archivist Missions



New to our Citizen Archivist program? Learn how to [get started](#).

We've curated these missions to help you jump in and contribute! Click on a topic that interests you, and it will bring you right to those records in our Catalog where you can begin transcribing or tagging. New missions are added and updated regularly, so check back often to see what's new.



Buffalo Bill

Transcribe records contained in the bankruptcy proceedings of William F. (Buffalo Bill) Cody's Wild West Show.



Private Mohammed Kahn

Big record challenge! Help us **transcribe** the pension file for a Muslim Civil War soldier, one of only 250 known to have fought. Select a page without a blue tag and get started. Read more about this soldier at <https://narations.blogs.archives.gov/>



Amerikaner Vorgaenge (AV) Reports

Transcribe the English translations of German reports on Allied prisoners transported to German prison camps, on downed Allied aircraft, and on the burial of deceased Allied personnel.

At the bottom of the missions page, you will also see a list of featured records. Click on "Transcribe this record" to go directly to that record in the Catalog where you can begin transcribing.

Featured Records

Helps us transcribe these individual records:

- Omaha Beach Memorial Remarks Speech Cards [Transcribe this record.](#)
- Letter from Ann, a Slave, to Soldier Her Husband [Transcribe this record.](#)
- Franklin Edward Kameny v. Honorable Wilber M. Brucker, Secretary of the Army, et al., Appellee [Transcribe this record.](#)
- Memorandum to North Carolina Congressman Basil L. Whitener from National Park Service Region One Acting Director, Hillory A. Tolson Regarding George W. Willis and the Possible Sale of Revolutionary War Objects to the Kings Mountain National Military Park [Transcribe this record.](#)
- Facsimile of the Emancipation Proclamation, 11/8/1901 [Transcribe this record.](#)
- Report No. 84: May 07, 1944 [Transcribe this record.](#)
- Letter from Charles D. Walcott, Director, Geological Survey to Secretary of the Interior E. A. Hitchcock [Transcribe this record.](#)
- United States of America v. William Joseph McMurtrey, Jr. and Edward August Ockel V [Transcribe this record.](#)
- Act of June 15, 1917, Public Law 24 (Espionage Act), An Act to Punish Acts of Interference with the Foreign Relations, the Neutrality, and the Foreign Commerce of the United States [Transcribe this record.](#)

Step-by-Step

The following instructions detail the process of transcribing records in the National Archives Catalog.

Once you find a record in the Catalog that you wish to transcribe, click on the title of the item to bring up the full record and its description.

The screenshot shows the National Archives Catalog search results page. The search bar contains the text "parentNid: 7453017" and "Level of Description: Item". The results show one item: "The Memoirs of Sergeant Verne Chaney" from the collection "HST-VEC". The item is described as "Subject Files" and has a National Archives Identifier of 17343226. The creators are listed as "Chaney, Verne E., 1895-1973; Chaney, Verne E., Jr.". A red arrow points to the title of the item.

This particular record contains multiple pages. Thumbnail images of all the record's pages are shown just below the image viewer. You may notice that some thumbnail images show a blue tag. A blue tag indicates that a contribution has already been made to that page. If you see a blue tag, navigate to the next available page to begin transcribing. Just below the image viewer, click on the grey "View/Add Contributions" box to open the contribution window and begin.

The screenshot shows the record page for "The Memoirs of Sergeant Verne Chaney". The page displays a large image of the document's title page, which includes the title "THE MEMOIRS OF SERGEANT VERNE CHANEY" and other details. Below the image viewer, there is a row of thumbnail images representing the document's pages. A blue tag is visible on the first thumbnail. A red callout box points to the "View/Add Contributions" button, with the text "1. Make sure you are logged in to the catalog". Another red callout box points to the first thumbnail, with the text "2. Click here to begin". A third red callout box points to the blue tag on the first thumbnail, with the text "A blue tag means that there has been a contribution made to this page. You may need to advance to another page to begin your work."

In the contribution window, click on “Transcribe.” In this transcribe field, type exactly what you see in the document. Once you begin typing, a “Save” button will appear in the lower right hand corner. As you are working, we recommend hitting "Save" often to submit your work. This will save your transcriptions with the document.

The screenshot displays the National Archives Catalog interface for transcribing a document titled "The Memoirs of Sergeant Verne Chaney". The document image shows the title, author information, and a quote: "The moril of this story, it is plainly to be seen: You 'seem' got no families when servin' of the Queen-You 'seem' got no brothers, fathers, sisters, wives, or sons-If you want to win your battles take as 'weak your bloomer' pants". Below the image is a transcription field with a "Transcribe" tab selected. The transcription field contains the same text as the document image. A "Save" button is visible in the bottom right corner of the transcription field. Red callout boxes provide instructions: "Click 'Transcribe' to open the transcription field" points to the "Transcribe" tab; "Use the arrows to navigate to the next page of the document" points to the navigation arrows; "Type your transcription here." points to the transcription field; "Remember to click 'Save' often to save your work" points to the "Save" button; and "Your username will appear here when you are logged in to your Catalog account" points to the user information area.

Once you are finished transcribing a page and have saved your work, use the arrows to advance to the next page to transcribe.

Find a record with unique or tricky features? Read our Transcription Tips guide for examples and best practices for transcribing: <https://www.archives.gov/citizen-archivist/transcribe/tips>

Thank you for your contributions! Every contribution helps make the records of the National Archives more accessible to everyone.

We encourage you to read our [Citizen Contribution Policy](#). Questions? Contact us at citizenarchivist@nara.gov.