FAMILY TREE MAKER
Splitting your Gedcom

Whether you have built a tree in the FTM software, downloaded a gedcom from Ancestry.com, received a gedcom from someone else, the process is the same. Exporting sections of your tree as a gedcom in no way alters your original tree format and data.

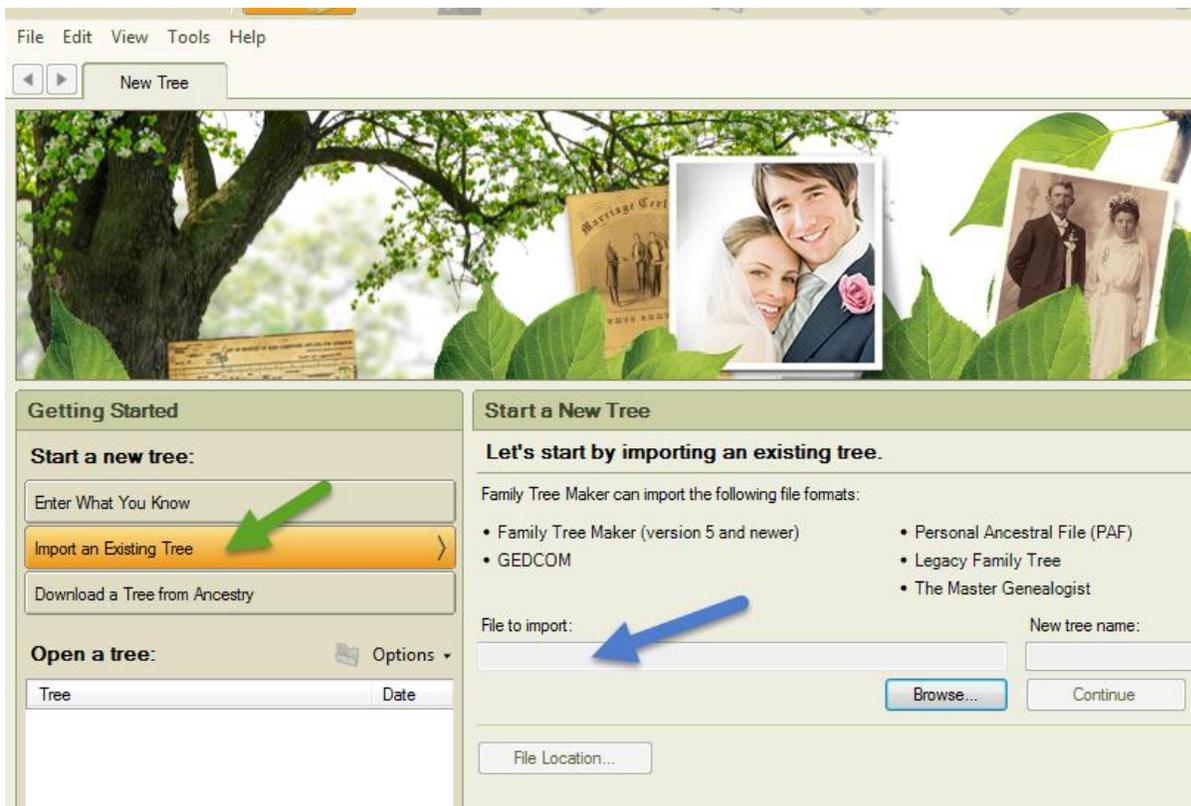## LOAD THE GEDCOM INTO THE FTM SOFTWARE
Open the Family Tree Maker software. If you already have the software open to a tree, select the **PLAN** tab and then **NEW TREE**.
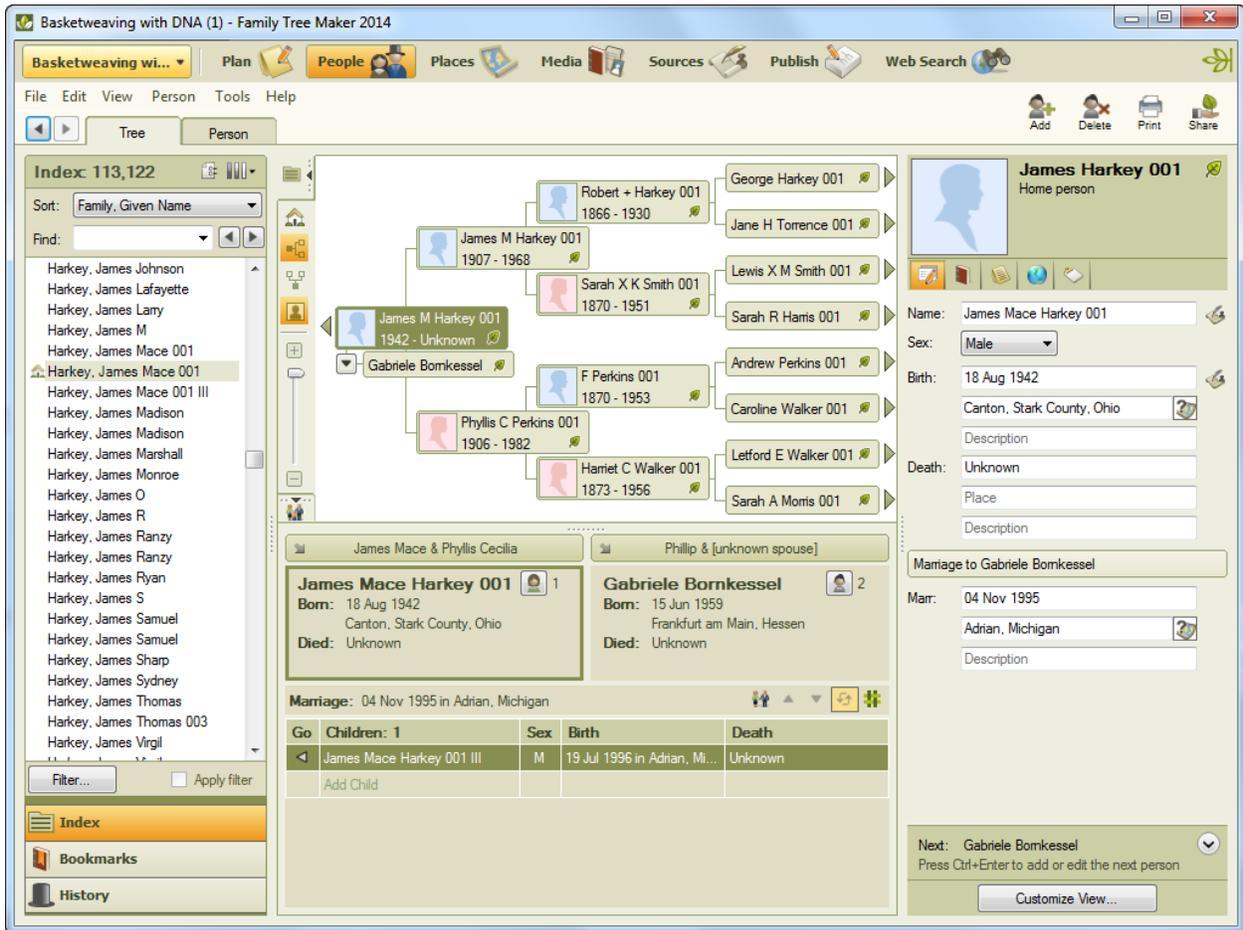

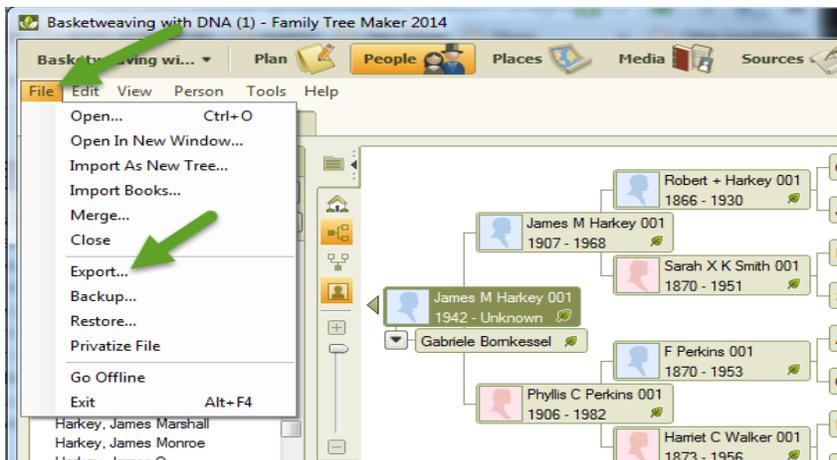On the NEW TREE page select:
Import an Existing Tree
Then in **FILE TO IMPORT** type the name of your tree. Alternatively you can browse your hard drive for the tree as well and import it that way.
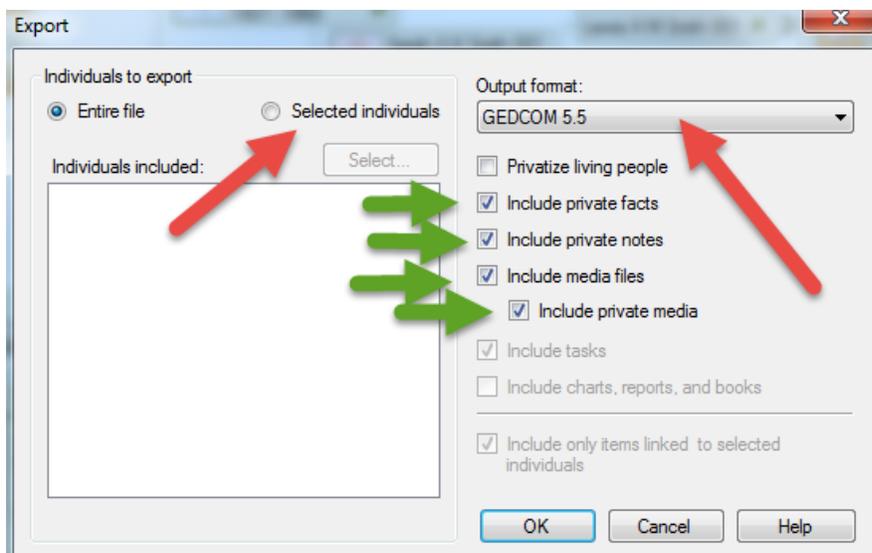
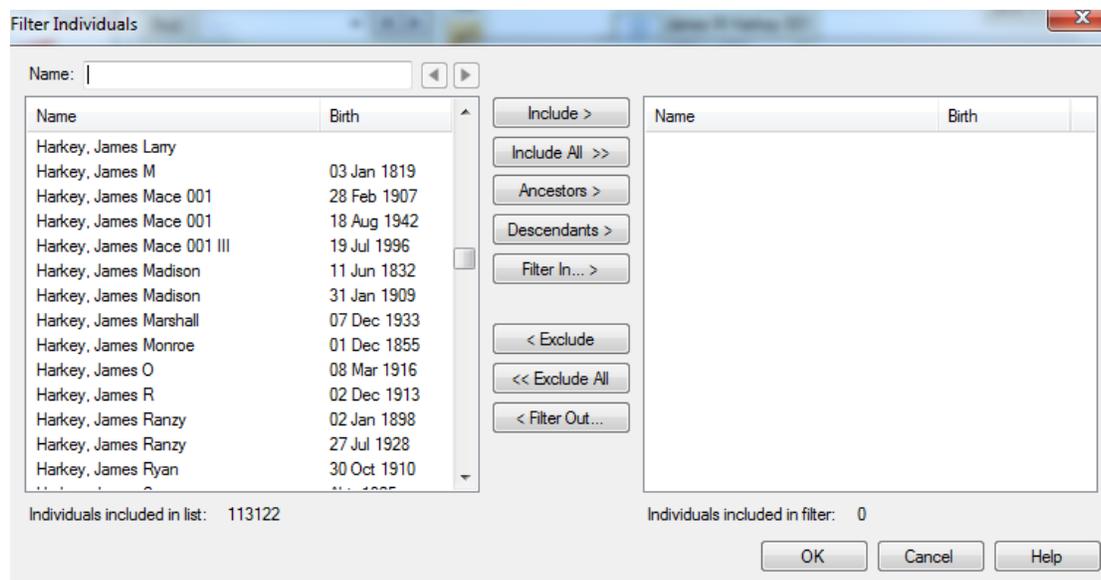Once you have the gedcom imported and open your screen should look like this:

The next step is to decide which section of the tree you wish to break off from your main tree and export as a separate gedcom. To do this you select **FILE** and from the dropdown menu **EXPORT**.

Your export screen will open in a pop up window. To break up your tree you will want to use **Selected Individuals.** Be sure your Output Format is set as **GEDCOM 5.5** and leave everything **checked** as shown in the diagram.
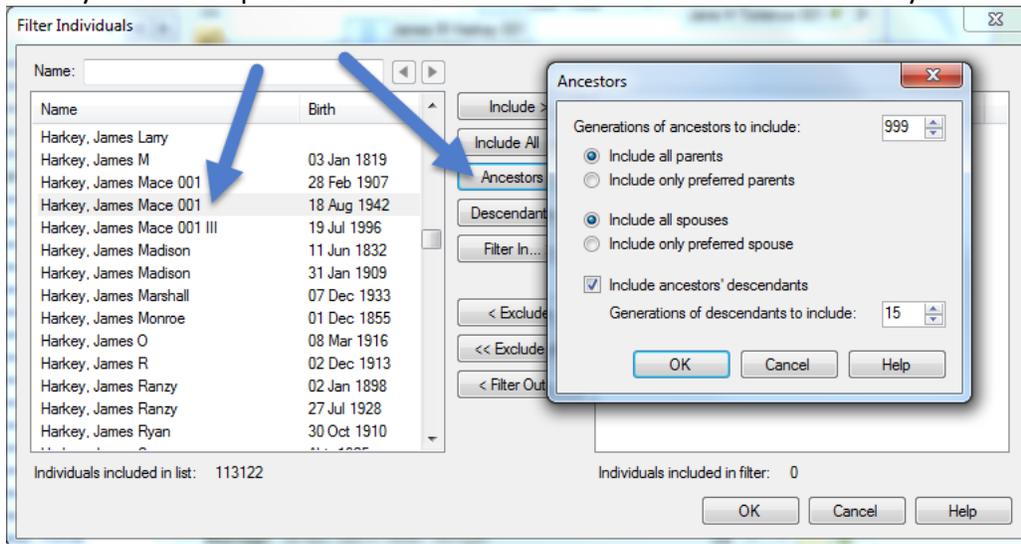

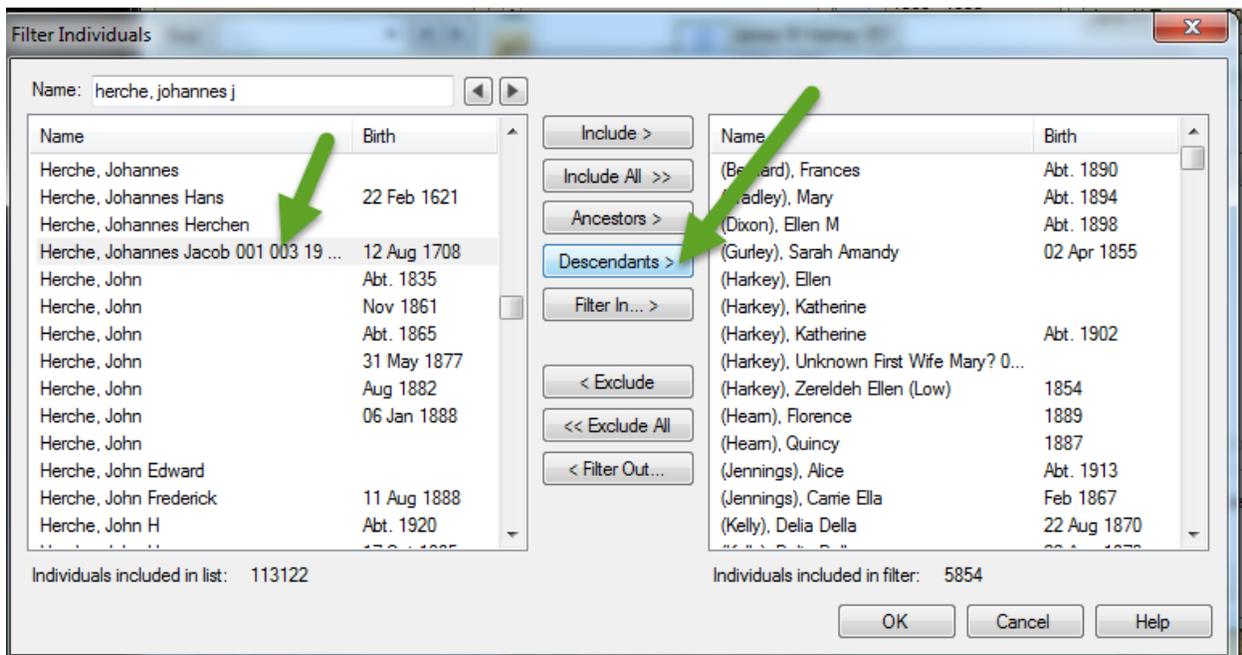When you check **SELECTED INDIVIDUALS** the screen will look like this:

Your next step is to decide which section of the tree you would like to export and what format you would like. Do you want to export a person and all their descendants? Or would you like a gedcom of a person and all their ancestors?

Once you select a person and select **ANCESTORS** the screen will offer you more options:
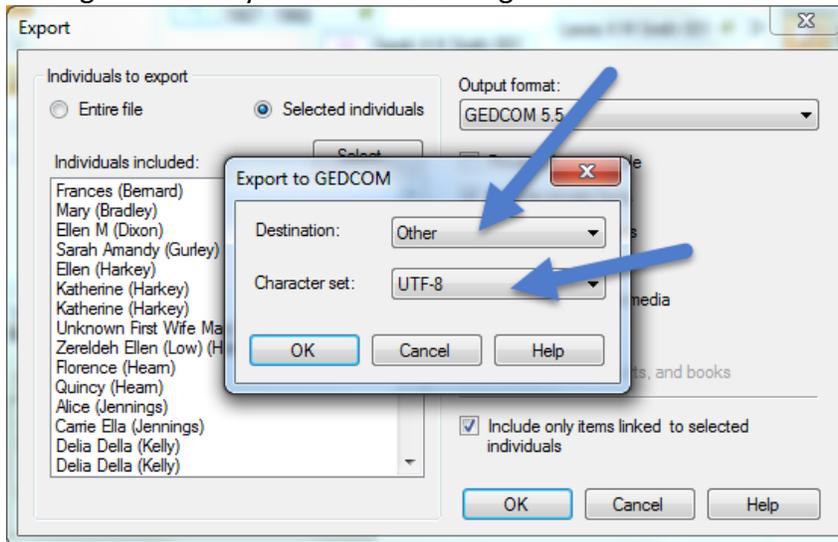

What you will want to select as options will depend on what you want to do with the extracted gedcom.

Once you select a person and select **DESCENDANTS** the screen will offer you fewer options than the ancestor option. It will include all descendants, their children, spouses, children and so forth. It will not include parents (or others) of the spouse's ancestry.

Once you make all your selections click on OK and another window will pop up. Be sure to leave the preset selections just as they are. If what you see on the screen below is not the automatic setting make sure you set the following:

A destination window will appear once you check that everything is right and click OK. Here you can rename the file and decide where you want to store it on your hardware.