

Create a Timeline in Pages by Converting a Reunion Event List

by Susan Freas Rogers, June 2025 for SVC GG Reunion SIG

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You will need to have Chrome installed for this to work.

1. **Unmark** everyone in the family file.
2. Navigate to, then **Mark** the person whose Events you want to make into a Timeline.
3. Open the left sidebar if it's collapsed. Click **Lists**, then choose **Events**. You'll get a list of Events for your Marked person.
4. On the bottom bar next to the brown gear, click the "**Share**" icon (box with up arrow). For Destination, choose **Google Chrome**, then click "**Open with Google Chrome**."

A **Create Report** box will open. In the **left sidebar**, click a destination for saving (I suggest **Desktop**.) Then, type in whatever filename you want. (If you typed in a filename in the previous step, you'll have to type it again here.)

5. Click **Create**.
6. If you already have a Chrome browser open, you will get a new tab with a **table of Events**. If Chrome is not already open, it will launch and show the Events table in a new tab. (If you don't see it, check to see if it opened in its own new Chrome window.)
7. Use your cursor to **highlight all rows of the table, including the column headers** (Name, Event, Date, etc.) Right-click, choose **Copy**.
8. Open a new, blank Pages document.
9. IMPORTANT: as soon as you open the new blank document, hit **Return/Enter** a few times to make some blank lines at the top, since you will probably want to write some introductory comments before you show the table timeline in the document.
10. Below the blank lines you just made, **right-click** and **Paste**.

11. Your page should now look something like this:



Name	Event	Date	A	Place	Memo
Rev. William Wallace EVERTS Jr. - G	Birth	10 Feb		New York, New York	
Rev. William Wallace EVERTS Jr. - G	Residence	1878	28	Providence, Rhode Island	at time of marriage
Rev. William Wallace EVERTS Jr. - G	Marriage	9 May	29	Boston, Suffolk,	ceremony conducted by Albert Paine
Rev. William Wallace EVERTS Jr. - G	Census	1900	50	Ramsey, Minnesota	HH: Wm W, Eliz P, Charles P, Edward B, Marg S, Albert P,
Rev. William Wallace EVERTS Jr. - G	Residence	1920	70	Boston, Suffolk,	Ward 16. HH: Wm W, Elizabeth, Margaret S, &
Rev. William Wallace EVERTS Jr.	Death	14 May	77	Roxbury, Suffolk,	



12. If you get different fonts (as shown in the sample), highlight all rows and make the fonts consistent.
13. Notice that you don't need the first column now IF your timeline is meant to track only one person's life events. To delete the first column: click into any cell and column headers will appear. **Right-Click on "A"** to highlight the entire Name column and choose **Delete Column**.
14. You are likely to want the Date column to be first, followed by Event, Age, etc. (There may be a faster way to do this in Pages than I am detailing below, and if so, do it the way you know how.)
 - a. Click anywhere in the table, then **Right-Click "A"** at the top of Event column. Choose **Add Column Before**.
 - b. **Right-click on C column** (Date) and choose **Cut**.
 - c. **Right-click on A column**, choose **Paste**.
 - d. **Right-click on C column** (which is blank now), choose **Delete Column**.
15. Adjust column widths as per typical Pages methods.

Voila! You now have a Timeline chart you can manipulate as you wish. Some tips:

- You can save space inside the cells by using Find/Replace to change state names to abbreviations (MA or Mass. instead of Massachusetts, etc).
- To highlight or distinguish certain parts of the table, change the font colors OR (if Pages will do this) fill the cells with a color.
- When it first created your Events list for your chosen person, Reunion automatically included Marriage(s) in its list. If you had previously added a Marriage on the Events Panel, Reunion did not see that you had already done that, and so the marriage(s) will appear twice in your final table. Just delete one of the duplicate Marriage rows in the table.

Recommended reading, with good information about using Timelines:

- [Using Timelines to Analyze Your Research](http://www.genealogypants.com), Carl A. Taplin, CG®, www.genealogypants.com
- [A Genealogical Timeline as a Research Tool](http://NGSgenealogy.org), by Stephen B. Hatton, at NGSgenealogy.org
- [Creating Timelines That Produce Answers](http://ancestry.com), Ancestry.com Research Tips, Episode 4

Miscellaneous Google Search tip:

You can search for specific filetype when using Google. Searching for a PDF is probably the most common filetype when using this search trick for genealogy research, but you can also search for Excel files, Powerpoint files and more. There are two ways to do this:

1. In the address bar of your browser (or in the Google search box), type –if you want a PDF, for example – **filetype:pdf** [your keywords here, such as surname, county

and/or state, date range with two dots between the years]/

OR

2. Go to Google's Advanced Search page: https://www.google.com/advanced_search. The top section has fields for you to fill in with your keywords, and in the lower "Then narrow your results by...." Section, under **file type**, choose the type of file you want to search for.

You don't have to remember or bookmark the link above. At any time, just type "advanced search" into Google search bar (or address bar) and you'll get a result to take you to the page.