

Instructions for Accessing the Yale Fortunoff Video Archive for Holocaust Testimonies at Sarah Lawrence College

As of April 2018, Sarah Lawrence is a Partner Site for Yale's Fortunoff Video Archive for Holocaust Testimonies. Please read the instructions below for important information about accessing the collection.

Step 1: Register with Yale University's Special Collections Aeon System

- You *must* register online to use Yale's Special Collections in order to have access to the Fortunoff Archive.
- To register, visit:
<https://sso.library.yale.edu/login?signin=34be3d665d1b0236afe2d89ebae004f5>.
- Click on "Create an account"

Login

The screenshot shows the login interface for the Yale Aeon system. It is divided into two main sections: 'Yale NetID' and 'Visitors and Hospital/Non-NetID'. The 'Yale NetID' section includes the text 'If you have a Yale NetID, login using your NetID and password.' and a 'Login with NetID' button. The 'Visitors and Hospital/Non-NetID' section includes the text 'If you do not have a Yale NetID, login using the username and password you created when you registered.' and a 'Login without NetID' button. Below the 'Login without NetID' button, there is a blue-bordered box containing the text 'OR, if you've never registered for an account, Create an account'.

- Complete the online form and wait for an email confirmation. *You will receive an email with a confirmation link that you **must** click on within 24 hours of receiving the email.*
- Once you have completed these steps you will have an account in Yale's Aeon system through which you can access and request materials.

Step 2: Search in Orbis for Testimonies

- Search Orbis (Yale University's Library Catalog): <https://orbis.library.yale.edu/vwebv/>.
- To narrow down your search in the Orbis catalog, always use **hvt** followed by the keyword search. This narrows down the search to the Holocaust Video Testimonials.

The screenshot shows the search interface for the Orbis catalog. At the top, there are three tabs: 'Basic', 'Advanced', and 'New Books'. Below the tabs is a search bar with the text 'hvt skierniewice' and a dropdown menu set to 'Keyword'. The search bar is labeled 'Search:' and 'as'.

- In Orbis, AND is assumed between keywords.
- Browse the results and click the titles of each testimonial for more details.
- For detailed tips on searching for testimonies in Orbis, go to:
<https://web.library.yale.edu/testimonies/research/orbis>.

Step 3: Request Access to Testimonials

- You may only request to view testimonials in the detailed view of the catalog record.
- You will see a blue link for “Request for Use in Manuscripts and Archives”.

Author/Creator:	M., Jack, 1913-
Title:	Jack M. Holocaust testimony (HVT-1555) [videorecording] / interviewed by Michael Alpert and Toby Blum-Dobkin, June 20 and July 17, 1990.
Published/Created:	New York, N.Y. : A Living Memorial to the Holocaust-Museum of Jewish Heritage, 1990.
Physical Description:	2 videorecordings (1 hr., 43 min. and 3 hr.) : col.

Yale Holdings

Location:	LSF-Use in SML, Manuscripts and Archives only (Non-Circ) Request for Use in Manuscripts and Archives
Call Number:	MS 1322
Status:	Not Checked Out

- After clicking on that link, you will be asked to sign in. You want to “Login without NetID” on the right hand side, which will take you to a form that is already populated with the information you need. Click “Submit” at the bottom of the page.
- You will soon receive an automated email response from the system that your request was received and you must wait for “approval.”
- You will receive an email approving your request with a link to access the testimonial. You must view the testimonial in the Archives on a dedicated workstation. See Step 4.
- You **must** have access to that email with the link when you visit.
- NOTE: It can take up to three business days to receive approval, so plan accordingly. You may also want to request more than one at a time so you can make the most of your visit in person.

Step 4: Make an appointment and view the testimonial

- Once you receive the approval email, contact the SLC Archives (archives@sarahlawrence.edu) to make an appointment to view the testimonial. You will have approximately 3 months of access to that particular testimonial with that link.
- Appointments must be made between 9 am and 4:30 pm. Make note of how long the video is when making your appointment. Plan your visit accordingly. You must make an appointment to view the testimonials as there is only one workstation to do this.
- **Bring headphones** to listen to the video.
- You will be required to log in to your email to access the testimonial from the link Yale sent you.

Viewing Rules

While in the Archives, you will not be allowed to record or download any materials from Yale's site. In addition, Yale has the following statement about viewing the testimonials at their Partner Sites:

Users may view the Archive and take notes on the viewed content, but may not in any way copy, reproduce, or distribute any of the content without the express and written permission of Yale.

Quotation or citation from the Archive for use in published works of any kind, including, but not limited to, scholarly journals, dissertations and theses, is expressly prohibited without prior written permission. Such permission shall not be unreasonably withheld.

In order to abide by Yale's guidelines, you may be asked to leave your belongings including laptop and cell phone with the archivists in the Archives office area.