1) Basic search

To search for the Fortunoff Video Archive's Holocaust testimonies in Orbis, Yale’s online public access catalog, click on the Orbis Catalog link on the Yale Library home page. A Basic search in the default keyword mode will retrieve any catalog record that contains the specified search terms. In this form of searching, many keywords can be combined in a single search. To begin a Basic search, which is the default mode, enter hvt (Holocaust Video Testimony—not case sensitive). This limits the search to Fortunoff Video Archive materials only. Next, enter **and** followed by a search term, in this example **Treblinka**. Click the search button.
The resulting screen/s list the bibliographic records for all testimonies that contain the term **Treblinka** – a total of 59.

Note the light blue box on the right side, **Filter Your Search: add filter: English** will limit the results to only English language testimonies.
To view the bibliographic records of the testimonies on the results screen, click on the title. Each bibliographic record provides a summary of the testimony (approximately 250 words) as well as hyperlinked Library of Congress subject headings and Yale local subject headings. The keyword search terms are highlighted wherever they appear in the record. The Next and Previous buttons (top right) provide navigation through the list of bibliographic records.

In each bibliographic record under the heading Location, there is a hotlink Request for Use in In Manuscripts and Archives. To have testimonies retrieved for viewing in the Manuscripts and Archives Reading Room of Sterling Memorial Library, click on this and follow the directions. We require two business days notification in advance. Retrieval takes place Monday through Friday only. Please include the date of your visit in order for the retrieval to occur prior to your arrival.
2) **Truncated keyword search**

One technique for broadening a search is to "truncate" keywords using the ? symbol. The truncated keyword **Medic?** will return records containing the words *medic, medical, or medicine* in the bibliographic record. The truncated search terms are not highlighted in the bibliographic record.
3) Searching for phrases

Place all phrases for which you are searching in quotation marks. For example, a keyword search for hvt "child survivors" will look for the words child and survivors as a phrase anywhere in the record.
4) Advanced search

Keyword searches parse catalog records for a specified search term located anywhere in the catalog record, casting a large net that can result in false search hits. An Advanced search provides more limited results. To begin an Advanced search, click the **Advanced** tab on the search screen. In the first dialog box, enter **hvt** to limit the search to Fortunoff Video Archive materials. An advanced search provides more limited results, and allows you to combine terms with different Boolean operators "AND," "OR," or "NOT". In the first dialog box, enter hvt and then select **Keyword** in the dropdown box to the right. Make sure the operator in the dropdown box between the first two search terms is set to **AND**. In the next search box enter **Treblinka**, then in the drop down box on the right click on **Subject**. This limits the search to the testimonies of those who were in Treblinka, rather than all of those who mention the term, some of whom might not have been there.
The search results in 13 bibliographic records of testimonies of those who were in Treblinka in contrast to the Basic search in keyword mode, hvt and Treblinka, that resulted in 59 bibliographic records.
4) Applying search limits

The testimonies in the Fortunoff Video Archive were recorded in 19 languages. If the testimony was recorded in English, there is no language note in the bibliographic record. For testimonies in languages other than English, a note field specifies the language in which the testimony was recorded. The last dialog box is labeled Language in the Advanced search screen. To limit a search to a specific language, click the pull down menu and choose from the list of languages. Click Search.
There are now only 10 records: