Remote Film Viewing at LSU Libraries Special Collections

Contact Public Services to schedule a remote viewing session – 225-578-6568

Instructions
At approximately 4:30 p.m. on the day of your scheduled remote microfilm viewing session, an LSU Libraries staff member will send you an invitation to access the microfilm scanner. This message will be from the e-mail address "bmelan1@lsu.edu." You will be connecting to the scanner and its computer via a third party software called "LogMeIn". If you have used remote desktop software before, this will be a similar experience.

As soon as you receive the e-mailed invitation (between 4:30-4:40 p.m. Central standard time) you will need to respond by clicking on the link and following the LogMeIn directions. A Special Collections staff member will be sitting at the computer you will be using remotely, and he or she must approve your log in to give you access to the computer. It is important that you respond to the invitation promptly, because there are several steps to complete before you can begin your microfilm viewing session. Our building closes at 5:00, so we want to ensure that everything is working properly and you are comfortable with the system before we leave.

Once you have connected to our computer, you will need to click "full screen" to see everything more clearly. The microfilm scanner that you will be connecting to is more similar to a digital scanner than a traditional microfilm reader. For this reason, the image on the screen is being captured live digitally, not magnified by a reader. Information about the scanner you will be using can be found here: http://www.stimaging.com/products_st200.html.

The screen that you will be accessing will have three applications open on it. The "VGA2USB" is the camera from which you view the microfilm. The "ST RFA" is the Remote Film Controller from which you will advance the film and zoom in on the images. The Scan-Write software will allow you to scan, crop, and e-mail the images to yourself. The other features – save to CD/USB and print – are unfortunately not currently available to remote users. The files that you e-mail yourself will be PDFs.

You may want to take the brief "Scan-Write" software tutorial, although it is aimed at in-house users. You will control the microfilm movement side-to-side and up and down by using the "Remote Film Controller". If the image looks too small, you can zoom and then click the "AF"(autofocus) button.

IMPORTANT CONNECTION INFORMATION

If you have trouble connecting to our remote film access system from your home or work computer, we recommend that you please check the following in your system:

1. Disable software that may prevent you from connecting. This includes firewalls, antivirus, spam blockers, filtering software like Net Nanny.
2. Allow pop-ups to display in your browser.
3. Enable JavaScript and Java.

You may adjust many of these options in either Internet Explorer "Tools – Internet Options" or Firefox "Tools – Options". You may want to disable/enable the features above before your session starts.

Please note: You may need to install "ActiveX" software in order for the connection to work. The LogMeIn screen will prompt you to do this if necessary.

Once you begin your session in the afternoon, you will have access to the reader and reel of film you have chosen until 9:00 a.m. the following morning. Please note, however, that if you allow the computer to idle for ten minutes or more you will be disconnected. No one on staff will be available to help you reconnect, so please keep this in mind as you plan your research session.

Thanks so much for your cooperation.   If you experience problems before 5:00 p.m. CST, please call us at: 225-578-6568.