

# Providing Remote-yet-Restricted Access to Born-Digital Electronic Records

**SETH SHAW**

**Abstract:** This presentation documents the creation and setup of a system to provide remote-yet-restricted access to electronic records at Duke University's David M. Rubenstein Rare Book & Manuscript Library using an online reservation system to schedule sessions with virtual machines accessible via Remote Desktop. The presentation will describe the technical infrastructure and workflows necessary for setup and use.

## **About the author:**

*Seth Shaw* is an Assistant Professor of Archival Studies at Clayton State University. From 2007-2013 he was the Electronic Records Archivist for Duke University Archives where he was responsible for everything born-digital in the University Archives & Special Collections. He teaches the Society of American Archivists' "Managing Electronic Records in Archives & Special Collections" workshop as part of the Digital Archives Specialist curriculum. Seth is a past chair of the Electronic Records Section of the Society of American Archivists and currently serves on its Steering Committee. He received his Bachelors of Science in Information Systems from Brigham Young University – Idaho in 2005 and then his Masters of Science in Information, Archives & Records Management from the University of Michigan's School of Information in 2007.