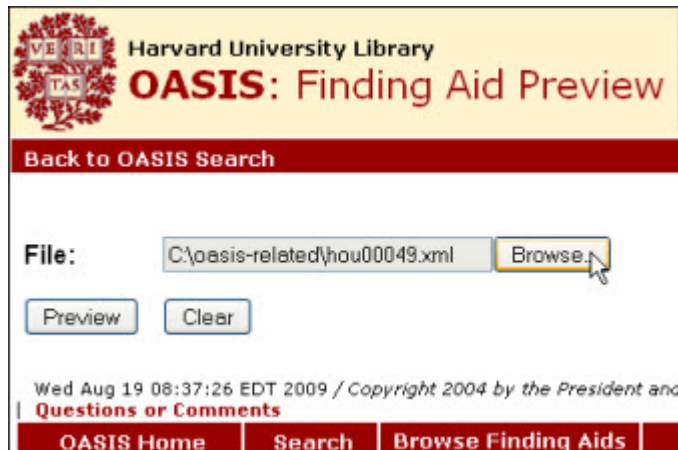


# Finding Aid Preview Service

Finding Aid Preview is a publicly-accessible service for previewing how a finding aid will look in OASIS. This Preview is available to any Harvard EAD author and is designed for Harvard employees who are not authorized to use the OASIS Interactive Loader.

To use Preview:

1. Go to the Preview page: <http://oasis.lib.harvard.edu/oasis/deliver/selectFA>.
2. Click the **Browse button** to locate the xml finding aid on your local file system.
3. Click the **Preview button** to view the finding aid within the OASIS full finding aid view.



The finding aid will display using the OASIS finding aid view. This is a fully functional preview -- all table of contents navigation and links should work as they would in OASIS.

Preview can not upload files – you will still need to use the [interactive loader](#) or [batch loader](#) to send the finding aid to OASIS.

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<http://hul.harvard.edu/ois/systems/mat/preview.pdf>