**PURPOSE**

You have been asked for information to be used in connection with the *Gender and Sexuality* Oral History Project conducted by Georgia State University Library’s Special Collections Department, home of the Archives for Research on Women and Gender. Established in 1995, the Women’s Collections are dedicated to collecting, preserving and making available the documentary heritage of women in Georgia and the South. The Archives for Research on Women and Gender is an important component of the Women’s Collections, and its collections document the experiences of women and men participating in women and LGBTQ-centered activist and advocacy activities in Georgia and the Southeast throughout the 20th and 21st centuries. The Archives for Research on Women and Gender will continue to be used in years to come by students, scholars, activists, and other researchers.

The purpose of the *Gender and Sexuality* Oral History Project is to gather and preserve information for historical and scholarly use. The oral history interviews are used to provide elements of history that are often not apparent in other documents. When used with other research materials, the oral histories help to provide a more accurate view of history. These oral histories complement the records and artifacts in the Archives for Research on Women and Gender, and are invaluable to the larger research community.

**PROCEDURES**

If you agree to participate, you will be asked to complete a biographical data form, and sign a deed of gift/release form, which transfers copyright ownership of the interview to Georgia State University; you will receive a copy of the signed form. During the interview, you will be asked a series of questions, which will include general biographical, educational background, career, affiliation(s), level of involvement in certain activities, and other pertinent questions. **You will**
have the right not to answer any questions that you may feel uncomfortable answering and you may terminate the interview at anytime.

PROCEDURES (continued)

The interview will be digitally recorded and/or video recorded and it may be transcribed. The transcript will then become available to the public. Unless otherwise stipulated, the interview will also become available for public viewing/listening, for future documentary production, and/or for broadcast via the World Wide Web. The Archives works with educators, and it is hoped that these oral histories will be included in classroom materials.

DEED OF GIFT

As a participant in the project you will be asked to sign a release form. This form officially transfers your interview to the Archives for Research on Women and Gender. This means that you relinquish any claim to legal title, literary property, and copyright for your interview. You will have the right to review the transcript. You will also have the right to copy, use, or publish all or part of your interview, however, you will not be able to transfer these rights to others. Heirs or other individuals must obtain permission from the University and contact the Library’s Special Collections Department (404/413-2880) to use, copy, or publish your interview. Any special needs or concerns should be discussed with the Archivist before completing the release form.

RISKS

Your participation is voluntary; there are no foreseeable risks involved in taking part in this program.

BENEFITS

Your ideas and accomplishments will be preserved indefinitely, and the benefits of your interview to the LGBTQ and research communities will be immeasurable.

Gender and Sexuality Oral History Project Interviewee Packet
PARTICIPATION

Participation is voluntary and you may end the interview at anytime without discrimination or retribution towards you.

CONFIDENTIALITY

The interview WILL NOT be considered confidential. Your interview WILL contain your name and other personal identifiable information. In addition, your interview will become available to the public.

TIME

The average length of an interview is approximately two hours. However, the interview may be longer or shorter, and may require more than one session.

QUESTIONS

If you have questions about the Gender and Sexuality Oral History Project, or the Archives for Research on Women and Gender at the Georgia State University Library, please contact the Archivist for Women and Gender at: 404/413-2880.
Sample (General) Questions

Introduction: Identify date and place of interview, as well as interviewer

Introduce interviewee: Name, current place of residence, current title, organizational/political affiliation

1. Please describe your family background: origin and birthplace of grandparents, parents; your date and place of birth; siblings; childhood experiences; religious background

2. Where did you attend school?

3. What were your personal aspirations?

4. Do you feel that other children were cruel because of differences they perceived?

5. Please describe influential figures or events

6. Where was your first job?

7. Do you feel that you have faced discrimination in the workplace - performing or getting a job?

8. Can you describe your adult family life?

9. Please describe the social and human rights issues that have most concerned you

10. Please describe your personal participation in organizations

11. Can you describe how you dealt with dissent or disharmony within organizations?

12. Can you describe how social and human rights activism has affected your life, family, personal relationships?

13. Can you describe your experiences with opposition to your cause?

14. Have you ever felt like you wanted to give up? What kept you going?

15. If you had to do it all again, how would you change things/what happened?

16. Are there further experiences that you would like to share?
INTERVIEW AGREEMENT

The purpose of the project is to gather and preserve historical documents for the Gender and Sexuality Oral History Project by means of the tape-recorded interview. Tape recordings and transcripts resulting from such interviews become part of the Special Collections Department of Georgia State University. This material will be made available for historical and other academic research.

We, the undersigned, have read the above and voluntarily offer Georgia State University full use of the information contained on tape records and in transcripts of these oral history interviews. In view of the scholarly value of this research material, we hereby assign rights, title and interest pertaining to it to Georgia State University.

_________________________________   ____________________________
Interviewer (signature)           Interviewee (signature)

Date:_________________________   Date:_________________________

_________________________________   ____________________________
Name of Interviewer               Name of Interviewee

Accepted for Georgia State University________________________________________

Date:_____________   Accession No:___________

Gender and Sexuality Oral History Project Interviewee Packet
Georgia State University Special Collections
Oral History Biographical Data Sheet

We ask that anyone who is interviewed in connection with the Georgia State University Special Collections Department completes this form. The information you provide here is for our records and will not be made publicly available.

PLEASE PRINT or TYPE CLEARLY

First Name ______________________ Last Name ______________________________
Surname at birth ______________________________
Address (preferred mailing address)
_______________________________________________________________________
City __________________________ State ____ ZIP ______
Telephone
Home ( ____ ) - __________________ Work ( ____ ) - __________________
Email __________________________
Place of Birth ____________________ Birth Date __________________ (month/day/year)
Race/Ethnicity (optional) __________________________
Gender (circle one) Male Female
Affiliation – Organization or Institution (you may list more than one)
___________________________________________________________________________________
___________________________________________________________________________________

OTHER INFORMATION:

PARENTS’ NAMES:

MARRIAGE {including name(s) of spouse(s) / life partner(s), date(s), and place(s), etc.}:

CHILDREN {including names, dates, place(s) of birth, etc.}:

EDUCATION:
RELEVANT EMPLOYMENT {including name of employer, job title, period worked}:

OTHER NOTABLE BIOGRAPHICAL INFORMATION: (for example, special awards received, leadership positions held)

Please use reverse for additional biographical information, or attach most current résumé