



Harrisburg Project **Software Support for Special Education**

WEEKLY NEWS BRIEFING

MAY 5, 2014

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FACTS & Personnel Approval Transmissions Due Friday

There are 4 working days remaining until the required May 9th *FACTS & Personnel Approval* transmissions. You can transmit as many times as necessary until the end of business on Friday, May 9, 2014. Don't wait until the last minute; transmit your data once it is error free.

If you are a member of a Super Site, your Super Site may have designated an earlier due date.

Dates to Remember

May 9, 2014 - Required *FACTS & Personnel Approval* Transmissions

May 26, 2014 - Office Closed in Observance of Memorial Day

June 30, 2014 - FINAL *FACTS & Personnel Approval* Transmissions

Recorded Spring Online HUG Meeting Available

If you were unable to attend one of the Spring online HUG meetings, the recorded session is now available on our website. To review the recorded Spring online HUG meeting at your convenience, simply click the link below.

[Spring Online HUG Meetings](#)

Be sure to print the Spring online HUG Presentation notes prior to listening to the meeting by clicking on the link below:

[HUG Presentation Notes](#)



Summer Office Hours

Harrisburg Project will start Summer office hours beginning the week of May 19th and will continue through the week of August 4th. Office hours will be Monday - Thursday 7:30 AM - 4:00 PM.

Important Notice:

Please do not include any student or personnel information in e-mail and voicemail communications with Harrisburg Project. We also ask that clients refrain from sending any e-mail attachments containing sensitive information.