

We're Back!

Harrisburg Project is back from holiday break and ready to assist you with *iePoint*> during the new year. Remember, we are only a phone call (800)635-5274 or email support@hbug.k12.il.us away should you need any assistance.

Optional FACTS & Personnel Approval Transmissions

Permissions are now on for the optional *FACTS* and *Personnel Approval* Transmissions that are due Friday, January 23, 2015.

You may transmit as many times as necessary until the end of business on Friday, January 23rd. If you are a member of a SuperSite, your SuperSite may have designated an earlier due date.

Tech Tip: Backup Your Data

Be prepared for the Winter storm season! Make sure you have DAILY backup of *iePoint*> 2015 since a power outage can cause your data to become corrupted.

Harrisburg Project maintains all *Send Copy of Data* files for 180 days which can be used to restore lost data. Be proactive instead of reactive; send a copy of data today from *File ->System Maintenance->Send Copy of Data*.

Please Note: Harrisburg Project SHOULD NOT be used as the primary source of backing up your *iePoint*> database.

Dates to Remember

January 19, 2015 - Office Closed in Observance of Martin Luther King Holiday

January 23, 2015 - Optional *FACTS* & *Personnel Approval* Transmissions



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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.