



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

SEPTEMBER 28, 2015

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

iePoint > 2016 Released!

Harrisburg Project has released **iePoint > 2016** to all clients. You have received an installation email from Harrisburg Project informing you that your site is ready to proceed with the installation. We are requesting that you execute the installation process as soon as possible.

There is no need for a technician to perform the installation. If your computer is currently running **iePoint >**, you can complete the installation process. The installation for **iePoint > 2016** MUST be completed by an **iePoint > Manager**. The SAME **iePoint > Manager** who starts the installation process must complete the installation process.

Please make sure that your site has a current backup of your data. This is always recommended when carrying out this type of process. To ensure proper installation, please verify that your Anti-Virus software is NOT actively protecting the HbugApps and HbugCore folders before starting the installation. Due to the nature of the installation, this process could possibly take a while to complete. This will depend on your internet connection and your database size.

We have provided an 'Installation How To' document for you to follow while progressing through the installation. It is highly recommended that you review this guide prior to beginning the installation process.

[Installation How To](#)

View the modifications that have been made in **iePoint > 2015** and **iePoint > 2016** by clicking the links below:

[Current Versions & Document: iePoint > 2015](#)

[Current Versions & Document: iePoint > 2016](#)

Dates to Remember

October 9, 2015 - *FACTS & Personnel Approval Transmissions*

October 12, 2015 - Office Closed in Observance of Columbus Day

November 2, 2015 - Summer Orphanage Claim Transmission Due (Funds D, E or F)

November 11, 2015 - Office Closed in Observance of Veteran's Day



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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.

Permissions for Upcoming Transmissions

Permissions for the October 9th *FACTS* and *Personnel Approval* transmissions will be on once the installation of *iePoint > 2016.1.0* has been completed.

Permissions will also be on for the November 2nd Summer Orphanage Reimbursement transmission once the installation is complete. Please remember that you will be transmitting the Summer Orphanage Reimbursement file from *iePoint > 2015.1.7*.

Be sure to *Refresh Common Data* and *Check Data Validity* frequently in order to have the most-up-to-date information. If you need any assistance with errors received during *Check Data Validity*, contact Harrisburg Project at 800-635-5274 or by email at support@hbug.k12.il.us. You may transmit as many times as necessary; don't wait until the last minute, transmit your data once it is error free.

IWAS Authorization Deadline - October 8th

The deadline for completing the IWAS Authorization is Thursday, October 8th. If you are still receiving the error "IWAS Authorization is missing - contact District Superintendent" be sure to do that today! Once logged into the IWAS account, the District Superintendent should check all five (5) boxes under the System Listing -> Annual ->Special Education Authorization (Harrisburg Project) tab.

Once the District Superintendent completes the IWAS Authorization it does take 24-48 hours before it is completed and available in *iePoint >*. Be sure to *Refresh Common Data* daily in order to have the most up-to-date IWAS Authorization information available in your *iePoint > 2016.1.0* database.

Fall Harrisburg User Group (HUG) - Recorded Session Available

If you were unable to attend an online Harrisburg User Group (HUG) session, we have the recordings and the presentation notes available on our website for you to view at your convenience.

We do recommend that you take the time to review a Fall HUG session since it does give you important information for this current school year.

If you have any questions after reviewing the recorded session be sure to give us a call at 800-635-5274 or send us an email at support@hbug.k12.il.us.

[Fall Harrisburg User Group - Recorded Sessions](#)
[Fall Harrisburg User Group - Presentation Notes](#)

Event Registration

Registration for all events, both online and at location, may now be found at the following link:

[Event Registration](#)

Date	Location	Name	Time	Notes
9/29/15	Online	Preparing to Transmit - October 9 th Transmission	9:00 AM - 10:00 AM	Notes
10/05/15	Online	Preparing to Transmit - October 9 th Transmission	9:00 AM - 10:00 AM	Notes

Please note: If you are unable to attend a training in which you have registered, please refer to your registration email and click “cancel your registration” found at the bottom of the email.