



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

APRIL 15, 2013

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

Permissions On for May 10th Transmissions

Permissions are now on for the next required *FACTS* and *Personnel Approval Transmissions* that are due Friday, May 10, 2013.

You may transmit as many times as necessary until the end of business on Friday, May 10th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

Spring HUG Schedule

Harrisburg Project will be hosting Spring HUGs (Harrisburg User Groups) May 14th, 15th and 16th. Topics for this years HUGs are as follows:

- “To Do” List for Final Transmission
- State Performance Plan Indicator 14 Web Application
- Start New Year
- Claims Overview
- *iePoint* > 2014
- Web-based IEP Updates

Space is limited for these sessions. Be sure to sign up today on the [Event Registration](#) page to reserve your spot!

These sessions are most successful when clients are able to verbally communicate with each other. Please make sure that if you are using the microphone and speakers option, that your microphone works and is enabled. If you do not have a microphone and speakers, you can change the radio button on your audio pane to telephone; this will allow you to call in and enter the pin given in GoToWebinar. Watch this short video for assistance in choosing your audio option.

http://support.citrixonline.com/en_US/GoToMeeting/video/GTMV00012

Dates to Remember

May 10, 2013 - Required *Personnel* and *FACTS Approval Transmissions*

May 14, 15, 16, 2013 - Online HUG Meetings

May 27, 2013 - Office closed in observance of Memorial Day

June 28, 2013 - Required *Personnel* and FINAL *FACTS Approval Transmissions*



Inside this Issue

Permissions On for May 10 th Transmissions	1
Spring HUG Schedule	1
On-Site Training Available	2
Event Registration	2

On-Site Training Available

Harrisburg Project is now taking requests for on-site trainings June 10th, 11th, 12th and 13th. An on-site training is customized to fit your needs at a location specified by you, discussing topics determined by you!

There is a \$400.00 fee for the training. If you or your district is interested in an on-site training, please contact Harrisburg Project at 800-635-5274 or email support@hbug.k12.il.us.

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
5/01/13	Online	Preparing to Transmit - May 10 th Transmission	9:00 AM - 10:00 AM	Notes
5/07/13	Online	Preparing to Transmit - May 10 th Transmission	9:00 AM - 10:00 AM	Notes
5/13/13	Online	Creating Cost Centers in iePoint >	2:00 PM - 4:00 PM	Notes
5/14/13	Online	Harrisburg User Group Spring 2013	9:00 AM - 12:00 PM	Notes
5/14/13	Online	ISBE 50-66A Tuition Cost Sheet	2:00 PM - 4:00 PM	Notes
5/15/13	Online	Harrisburg User Group Spring 2013	9:00 AM - 12:00 PM	Notes
5/16/13	Online	Harrisburg User Group Spring 2013	1:00 PM - 4:00 PM	Notes
6/03/13	Online	Creating Cost Centers in iePoint >	9:00 AM - 11:00 AM	Notes
6/04/13	Online	ISBE 50-66A Tuition Cost Sheet	9:00 AM - 11:00 AM	Notes
6/05/13	Online	Creating Cost Centers in iePoint >	9:00 AM - 11:00 AM	Notes
6/06/13	Online	ISBE 50-66A Tuition Cost Sheet	9:00 AM - 11:00 AM	Notes
6/19/13	Online	Preparing to Transmit - June 28 - FINAL <i>FACTS APPROVAL TRANSMISSION</i>	9:00 AM - 10:00 AM	Notes
6/25/13	Online	Preparing to Transmit - June 28 - FINAL <i>FACTS APPROVAL TRANSMISSION</i>	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.

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.