



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

MAY 20, 2013

www.hbug.k12.il.us

support@hbug.k12.il.us

800-635-5274

Permissions Are On for June 28th Transmissions

Permissions are now on for the June 28th *Personnel Approval* and **FINAL FACTS Approval** transmissions.

After June 28, 2013, the 2012-2013 *FACTS Approval* file will be closed and will not be re-opened for any changes - this includes both regular term students and summer school students who entered summer school programs prior to June 28th.

You may transmit as many times as necessary until the end of business on June 28th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

Recorded Spring Online HUG Meetings Available

If you were unable to attend one of the Spring online HUG meetings, the recorded sessions are now available on our website. To review a 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 a meeting by clicking on the link below:

[HUG Presentation Notes](#)

Dates to Remember

May 20, 2013 - Summer Schedule Starts: Monday - Thursday 7:30 AM - 4:00 PM

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

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

July 4, 2013 - Office closed in observance of 4th of July



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Summer Office Schedule: Beginning today, Harrisburg Project is available for assistance Monday through Thursday, 7:30 AM - 4:00 PM.

On-Site Claims Trainings Available

Harrisburg Project is now taking requests for on-site claims trainings June 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 claims 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
6/03/13	Online	Creating Cost Centers in <i>iePoint</i> >	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 <i>iePoint</i> >	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 FACTS APPROVAL TRANSMISSION	9:00 AM - 10:00 AM	Notes
6/25/13	Online	Preparing to Transmit - June 28 - FINAL FACTS APPROVAL 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.

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.