Harrisburg Project
Software Support for Special Education

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Optional FACTS & Personnel Approval Transmissions

Permissions are now on for the optional *FACTS* and *Personnel Approval* Transmissions that are due Friday, January 24, 2014.

You may transmit as many times as necessary until the end of business on Friday, January 24th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

Dates to Remember

January 20, 2014 - Office Closed in observance of Martin Luther King's Birthday

January 24, 2014 - *FACTS* and *Personnel Approval* Optional Transmissions

February 12, 2014 - Office Closed in observance of Lincoln's Birthday

Tech Tip: Backup Your Data

Be prepared for the Winter storm season! Make sure you have a DAILY backup of *iePoint>2014* 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 for backing up your *iePoint>* database.

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.