

FACTS & Personnel Approval Due March 7th

Permissions for the next required *FACTS* and *Personnel Approval* Transmissions that are due Friday, March 7, 2014 will be on once you have updated to *iePoint* > 2014.1.2.

You may transmit as many times as necessary until the end of business on Friday, March 7th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

If you need any assistance with the upcoming transmissions be sure to contact Harrisburg Project at 800-635-5274 or by email at support@hbug.k12.il.us.

Dates to Remember

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

February 17, 2014 - Office Closed in observance of President's Day

March 3, 2014 - Office Closed in observance of Pulaski Day

March 7, 2014 - Required *FACTS* & *Personnel Approval* Transmissions

IAASE

Harrisburg Project will be attending the IAASE Winter Conference in Springfield on February 20th. We are looking forward to seeing everyone. Be sure to stop by our table to get answers to any of your questions regarding *iePoint* > and I-Star.



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
2/25/14	Online	Preparing to Transmit - March 7 th	10:00 AM - 11:00 AM
3/04/14	Online	Preparing to Transmit - March 7 th	10:00 AM - 11:00 AM
3/17/14	Online	<i>iePoint</i> > Claims Training	9:00 AM - 11:00 AM
3/18/14	Online	<i>iePoint</i> > Claims Training	1:00 PM - 3:00 PM
3/19/14	Online	<i>iePoint</i> > Claims Training	9:00 AM - 11:00 AM

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.