



# Harrisburg Project

## Software Support for Special Education

WEEKLY NEWS BRIEFING

SEPTEMBER 8, 2015

[www.hbug.k12.il.us](http://www.hbug.k12.il.us)

[support@hbug.k12.il.us](mailto:support@hbug.k12.il.us)

800-635-5274

### **iePoint > 2016 Coming Soon**

It is almost that time of year again! Fall is fast approaching and so is the new version of **iePoint >** for the 2015-2016 school year. We are currently working to develop **iePoint > 2016** and it will be released in the coming weeks.

If you have not yet completed *Start New Year*, it is imperative that you log into **iePoint > 2015.1.6** today and get this completed. You will be required to have this completed before accessing **iePoint > 2015.1.6** or updating to **iePoint > 2016**. The installation of **iePoint > 2016** will separate the data year and create the **iePoint > 2016** icon.

When **iePoint > 2016** is released to your site, you will automatically receive notification upon entering **iePoint > 2015.1.6** that an update is available.

Be sure to watch for additional information about the availability of **iePoint > 2016** in the upcoming news briefing articles or separate email announcement.

### **Fall Harrisburg User Group Meetings**

Harrisburg Project is hosting the Fall round of Harrisburg User Group (HUGs) in 3 online sessions this year. These sessions will be held September 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup>.

Be sure to register today in [Event Registration](#) since space is limited!

### **Mass Change During Start New Year**

Mass Change allows the **iePoint > Manager** to change a large number of records at one time without touching each record individually. If Mass Change is skipped during the *Start New Year* process or if additional changes need to be made to the data, it can still be performed by an **iePoint > Manager** by going to *File -> iePoint > Manager -> Mass Change Facility*.

#### 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



#### Inside this Issue . . .

<b>iePoint &gt; 2016 Coming Soon</b>	1
<b>Fall Harrisburg User Group Meetings</b>	1
<b>Mass Change During Start New Year</b>	1
<b>Client Site Contact Information Request</b>	2
<b>Event Registration</b>	2

## Client Site Contact Information Request

Emails are being sent to the primary contact for each site requesting updated contact information. The subject line includes your site id and "HBUG Client Site Info". Having up-to-date contact information is very important. A response is required to this email by September 11<sup>th</sup> even if no changes are needed.

## 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
9/10/15	Online	<i>iePoint</i> > New User Training	9:00 AM - 11:00 AM	
9/15/15	Online	<i>iePoint</i> > New User Training	9:00 AM - 11:00 AM	
9/22/15	Online	Harrisburg User Group Fall 2015	9:00 AM - 11:00 AM	
9/23/15	Online	Harrisburg User Group Fall 2015	9:00 AM - 11:00 AM	
9/24/15	Online	Harrisburg User Group Fall 2015	1:30 PM - 3:30 PM	
9/25/15	Online	Preparing to Transmit - October 9 <sup>th</sup> Transmission	9:00 AM - 10:00 AM	
9/29/15	Online	Preparing to Transmit - October 9 <sup>th</sup> Transmission	9:00 AM - 10:00 AM	
10/05/15	Online	Preparing to Transmit - October 9 <sup>th</sup> Transmission	9:00 AM - 10:00 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.