



# Harrisburg Project

## Software Support for Special Education

WEEKLY NEWS BRIEFING

JANUARY 26, 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

## Transmission Summary

We would like to thank our clients for taking part in the January 23<sup>rd</sup> optional *FACTS & Personnel Approval* transmissions.

In all, we received *FACTS Approval* data from 47% of our sites and *Personnel Approval* data from 45%. Though these transmissions are not required, optional transmissions are a great way to prepare your file for upcoming mandatory due dates. We appreciate your participation!

### Dates to Remember

January 30, 2015 - IDEA Excess Cost Worksheet due

February 12, 2015 - Office Closed in Observance of Lincoln's Birthday

February 16, 2015 - Office Closed in Observance of President's Day

March 2, 2015 - Office Closed in Observance of Pulaski Day

## Did You Know?

Did you know that we have instructions for building report queries on our website? We have provided instructions for building some of the more popular queries, such as Alpha List of *FACTS* Students: DOB Range. Be sure to visit our website at [www.hbug.k12.il.us](http://www.hbug.k12.il.us) -> *Training & Help* -> *Resource Library* -> *Reports* to review the available query instructions, as well as, the recorded training "Report Queries in *iePoint*".

As always, if you have any questions regarding report queries be sure to contact our client support team at 800-635-5274 and they will be happy to assist you with building queries to utilize your *iePoint* data.

## On-Line Training Suggestions

We are currently in the process of scheduling future on-line trainings and our training team is interested in finding out what type of trainings our clients would like to participate in. Please send us an email with your suggestions at [support@hbug.k12.il.us](mailto:support@hbug.k12.il.us) or give us a call at 800-635-5274. We look forward to hearing from you!

### 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.