

MEMORANDUM

August 6, 2002

TO: All Mac Schools

FROM: Information Technology Services
Office of Information Technology

SUBJECT: **** URGENT ** MAC SCHOOL - POSTAL CARDS**

Schools are reminded to initiate the Daily Transaction function for "Mac and ISIS Transactions" before 3:00 PM, Friday, August 9, 2002. All changes to the ISIS file must be completed by that time. Any changes made after confirmation is received will not be reflected in ISIS.