

Action Required: POI Policy Training

Harvard University Information Technology (HUIT) <ithelp@harvard.edu>

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To: Emberley (she/her), Carolyn <carolyn_emberley@harvard.edu>



You are receiving this email because you are currently listed as a Sponsor (Authorizer) or Sponsor Delegate (Administrator) for one or more POIs.

Dear Members of the Harvard Community:

The University's new [Person of Interest \(POI\) policy](#) goes into effect on Thursday, July 15. To support this new policy, HUIT has developed the **POI Portal**—a new web-based administrative tool that standardizes and simplifies POI management across Schools and Units—which will also launch on July 15. [Learn more about features and benefits of the POI Portal.](#)

Before you can access the new POI Portal you're required to complete an online POI policy training:

- The training will take 15-20 minutes to complete and can be accessed in the [Harvard Training Portal](#).
- **Please complete the training as soon as possible so that you can access the POI Portal when it launches on July 15, and no later than July 31.**

We'll contact you again soon with details about how to access the POI Portal.

Where can I get help?

- **If you have questions or need help with the training**, you can [chat with the HUIT Service Desk](#), [submit a ticket](#), or call (617) 495-7777.
- **For information about the POI Portal rollout** in your School or Unit, including local approval processes, please contact your [Local Implementation Manager](#).

Thank you,

Harvard University Information Technology (HUIT)

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