

# Schedule Wizard Videos (Campus.2431 and Prior)

Last Modified on 12/14/2025 8:45 pm CST

## Scheduling Trials

Trials are versions of the school's schedule (courses, sections, rosters, teachers, etc.). A trial is created when the school's calendar is rolled and/or the Schedule Wizard is used to build the schedule.

▶ [Click here to expand...](#)

## Add or Delete Sections

Using the Schedule Wizard, course sections can be added or deleted manually or automatically. This video demonstrates the different ways to build and edit courses in the Schedule Wizard.

▶ [Click here to expand...](#)

## Autoloader Config

This video explains how to use the Autoloader configuration tool in the Schedule Wizard, which gives users the ability to configure preferences for loading student requests prior to running the Schedule Wizard.

▶ [Click here to expand...](#)

## Builder Configuration

The Builder Configuration tool in the Schedule Wizard helps to determine how course sections will be built when we run a full build in the Wizard. This video explains how to use this tool.

▶ [Click here to expand...](#)

## Course Planner

The course planner allows users to mass edit values, restrictions and constraints in the Scheduling Wizard. This video demonstrates how to use the course planner tools to set values, restrictions and constraints.

▶ [Click here to expand...](#)

## Course Planner/Audit Schedule Data

The Schedule Wizard provides a way for a user to view scheduling data for a school and school year. This video demonstrates how to audit data that may impact the master schedule and viewing historical requests and section data.

▶ [Click here to expand...](#)

## Course Planner Grid

The Course Planner allows the user to view and manage all the course data, requests from the walk in scheduler, section information and constraints that exist. This video demonstrates how to use the course planner.

▶ [Click here to expand...](#)

## Course Planner Rules and Constraints

The rules and constraints on the course planner allow users to select specific rules, teachers, rooms or to block out periods where course sections should not meet. This video demonstrates how to manage rules and constraints for a selected course.

▶ [Click here to expand...](#)

## Load Student Requests

The Schedule Wizard can be used to load and retain student course requests when building a master schedule. This video demonstrates how to do so.

▶ [Click here to expand...](#)

## Section Balancing Configuration Preferences

The Section Balancing Config tool in the Schedule Wizard allows users to set preferences for balancing course sections with regards to total number of students, student gender balance, minority balance, behavior event balance, and special ed balance.

▶ [Click here to expand...](#)

## Staff Planner Grid

This video explains how to use the Staff Planner grid to edit a teacher's course load information as

well as what the different fields of the grid represent.

▶ [Click here to expand...](#)

## Staff Planner Tools

When creating a new schedule, the Staff Planner tool allows users to set up teacher to course, teacher to room, and teacher placement constraints. This video demonstrates how to do so.

▶ [Click here to expand...](#)

## Student Constraints

The Student Constraints tool is used to create restrictions between students. This video demonstrates how to prevent students from being scheduled in the same section with both strict and non-strict constraints.

▶ [Click here to expand...](#)

---