



The Scarsdale Public Schools

Seeking to inspire lives of contribution through an exemplary public education in the liberal arts tradition

PTC Wizard - Elementary Parent Guide

Sign In:

To access PTC Wizard, log into the [Infinite Campus Parent Portal](#), then click the blue **PTC Wizard** link towards the bottom of the left-hand menu. If you do not have a Parent Portal user account, or if you don't remember your username or password, please see the [PTC Wizard FAQ](#).

User Account	
Account Settings	>
Contact Preferences	>
Access Log	>
Notification Settings	>
Campus Backpack	
MySchoolBucks	
Online Registration	
PTC Wizard	
SCARSDALE UFSD	

Add a Meeting:

Click on the large maroon **Add a Meeting** button

PTC Wizard Schedule ACCOUNT SETTINGS | SIGN OUT

Add a Meeting

Step 1: Choose the Conference Name:

PTC Wizard Schedule ACCOUNT SETTINGS | SIGN OUT

Conference Name	Date
<input checked="" type="checkbox"/> GA PT Conf K-5 Fall 2017	Thursday Nov 30th - Tuesday Dec 12th

Cancel < Go Back Continue >

Click the checkbox next to the **Conference Name** you would like to attend; then click **Continue**.



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Step 2: Choose the Teacher:

Teacher/Team	Student	Room
<input type="checkbox"/>		11

Select the Teacher you would like to meet with and click **Continue**.

Step 3: Choose the Conference Date and Time:

Time	Room:11
12:20 PM	<input type="checkbox"/>
12:40 PM	<input type="checkbox"/>
1:00 PM	<input checked="" type="checkbox"/>
1:20 PM	<input type="checkbox"/>
1:40 PM	<input type="checkbox"/>

