SIMS Options Online
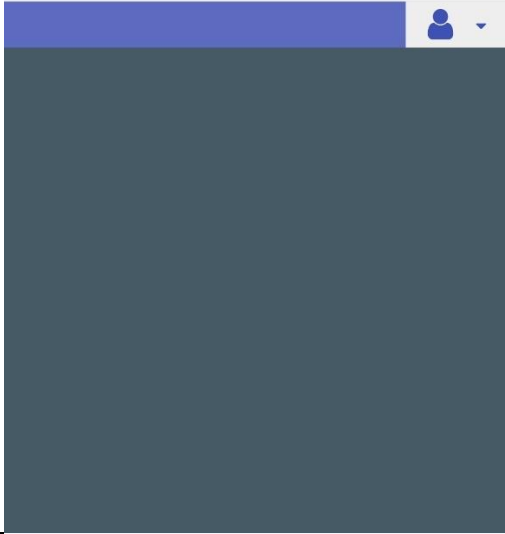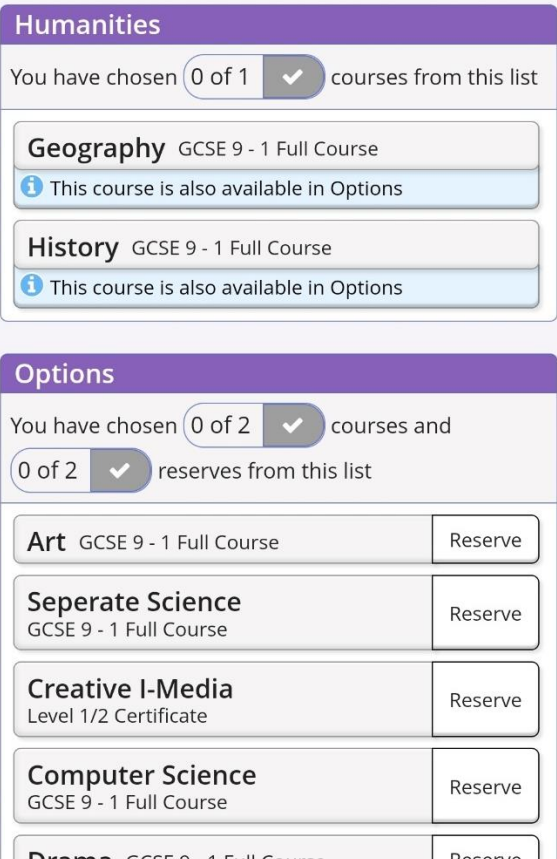
Parent Setup Guide

We use SIMS Options Online to allow students and parents to complete their Year 10 Options choices. In order to access this service, please follow the below instructions to accept your invite and support your child in making their options choices.

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Simply accept this invitation and register within 90 days. **Accept Invitation** If the button above doesn't work, copy and paste the following link into your browser. https://registration.sims.co.uk Should you need to enter it, your personal invite code is: [ ] Sent on behalf of, Corby Technical School	You will receive an invite to sign up to SIMS services. Click on the "Accept Invitation" button to be taking to the sign up portal.
SIMS Activate Your Account So that we can confirm your identity, please enter your email address and personal invitation code. Username [Email address] Invitation Code [ ] **Next** Alternatively you may complete the registration using an External Account. **Register with an External Account**	In the sign-window, enter the e-mail address that your invitation was sent to and click "Next". **In order for the process to work, you must not use a different e-mail address.** Your invitation code will already be complete for you. If it is not, you can retrieve this from your invite e-mail.

	You will be asked for the date of birth of your child. Please enter the date of birth of the child currently in Year 9 if you have more than one child attending the school. Click "Next"
SIMS Account Registration So that we can confirm your identity, please answer your security question below. What is the date of birth of one of your children at the school? (DD/MM/YYYY) [	] **Next**	
SIMS Create a Strong Password At least one capital letter At least one number At least one special character At least 8 characters Password [	] Confirm Password [ ] ☐ Show Password Next	Create a strong password that meets the requirements listed on screen. Once you have entered your password twice, click "Next".

SIMS

Account Registration

Your account has been successfully created. You are now able to log in.

~~Log In~~

We have sent you an email to confirm your email address. This is necessary to allow you to be able to reset a forgotten password.

Please read the email and follow the instructions to validate your email address.

Remember to check in your SPAM folder

At this point, you must go back to your e-mail and await a verification e-mail.

You have successfully registered a SIMS ID account. It is necessary to validate your email address so that you may receive password reset emails should you become locked out of your account or forget your password..

Please click the link below to verify your email address and log in to your SIMS ID account.
https://registration.sims.co.uk/Home/ValidateEmail/?

Kind Regards
The SIMS ID Team

Click on the blue link to verify your account and start the login process.

SIMS

Account Registration

We have validated your email address, thank you.

Sign In

Secured by SIMS ID
ESS Hosted Services: Check Service Status

Click Sign In to sign into your account using your e-mail address and newly created password.

On sign-in you will be taken to the SIMS Options portal. You may be shown a blank screen like this when you first login. Please be patient, it may take a moment to load.

The options choices portal will load and you will be able to select options.

You must choose one subject from the "Humanities" section. Do this by clicking on the course name.

You must then choose two "Options" subjects alongside two reserve options. You cannot submit your request until all required options have been picked.

Click on the subject name to select a subject as an option. Your preferred Options choices will be coloured blue.

When you choose a reserve option, it will be coloured orange. Click the "Reserve" button on the right of a subject to select that subject as a reserve choice.

At the bottom of the page, you can change your order of preference.

Please keep your Humanities choice at position 1. If you wish to switch your other options choice preferences, select one of the choices and click the position you want to go. The subjects will be swapped.

This process ensures that the system will take your preferences into account in case a reserve option is required.

		Repeat the process for your reserve choices. You can click on an option and select your preferred position. The system will work to utilise your most preferred preference when a reserve choice is required.
My Reserves in Order of Preference (Total Reserves: 2) To change your order of preference select a reserve and click the position in the list you would like to move it to. **1** **Art** GCSE 9 - 1 Full Course Options 👆 Click to move Creative I-Media here. **2** **Creative I-Media** Level 1/2 Certificate Options ℹ️ Click again to deselect or click another course to change preference.		
☁️ Save ✅ Approval has been saved. GCSE 9 - 1 Full Course Options **My Reserves in Order of Preference** (Total Reserves: 2) To change your order of preference select a reserve and click the position in the list you would like to move it to. **1** **Creative I-Media** Level 1/2 Certificate Options **2** **Art** GCSE 9 - 1 Full Course Options 🔻 Parent/Carer Approval ☑️ Parent/Carer Approval		Once the Options have been completed alongside your child, select the "Parent/Carer Approval" checkbox and click "Save" on the top left corner. The process is complete. You can log back into the system to make changes up until the deadline if you wish. Follow the instructions below to log back into the system.

	Go to www.sims-options.co.uk .
Sign in to SIMS Options [SIMS] [Apple] [Facebook] [Google] [Microsoft] [Twitter] **ESS** | SIMS ESS: Check Service Status 🔒 Secured by SIMS ID	You will be presented with this window. Ensure you select the "SIMS" icon to enter your e-mail address and password to access the system again.