

SIMS Parent (Lite) – Options Online

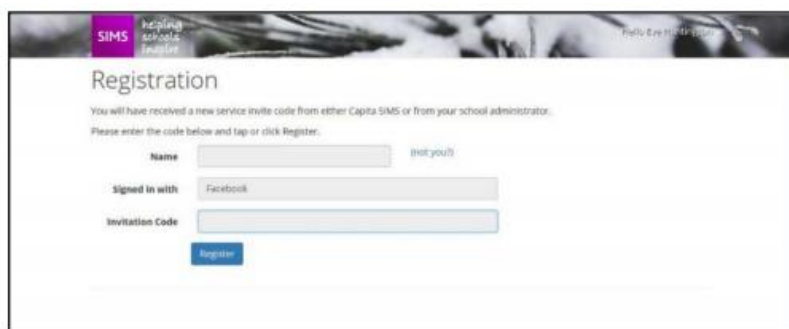
You can register your child's option preferences online using the SIMS parent portal. It will be made available to parents/carers who have parental responsibility and live at the same address as the student. SIMS Parent Lite can be accessed via PC, laptop, tablet or smartphone <http://www.sims-parent.co.uk>. The SIMS Parent App can be downloaded for free from the Apple or Play store, just search for SIMS Parent. The secure system also allows you to electronically review and request changes to the data held on you and your children.

1. If you have not already activated your SIMS Parent Account, an activation email from noreply@sims.co.uk will be sent to your registered email address. Simply click on the link from your tablet, smartphone or PC to activate your account. The link will expire after 14 days if not used. You can sign in with your own personal Office 365/Microsoft/Hotmail, Twitter, Facebook or Google/Gmail account. The only one that will not work is the SIMS ID option, which may appear above the Facebook icon.



The image shows a sign-in interface for SIMS. At the top is the SIMS logo. Below it is the text "Sign in with SIMS ID". There are five buttons stacked vertically, each with a social media icon and text: "Sign in with SIMS ID" (with a SIMS icon), "Sign in with Facebook" (with Facebook icon), "Sign in with Twitter" (with Twitter icon), "Sign in with Google" (with Google icon), and "Sign in with Microsoft" (with Microsoft icon). Below these is a button for "Sign in with Office 365" (with Office 365 icon).

2. The registration screen will then be shown. The Invitation Code will automatically be populated if you clicked on the link in your invitation. If it is not, copy and paste the code and click register.



The image shows the SIMS Registration screen. At the top is the SIMS logo and the text "Helping schools improve". Below this is the heading "Registration". The text says: "You will have received a new service invite code from either Capita SIMS or from your school administrator. Please enter the code below and tap or click Register." There are three input fields: "Name" (with a placeholder "(not you)"), "Signed in with" (with a dropdown menu showing "Facebook"), and "Invitation Code". Below the "Invitation Code" field is a blue "Register" button.

3. You will be prompted to answer a date of birth security question. This is for security purposes only and will not be used in the SIMS Parent system.



The image shows the SIMS Registration - Answer Security Questions screen. At the top is the SIMS logo and the text "Helping schools improve". Below this is the heading "Registration - Answer Security Questions". The text says: "You are required to provide a second piece of information to confirm your identity." There is a text input field with the placeholder "What is your date of birth? (dd/mm/yyyy)". Below the input field is a blue "Verify" button.

4. Click the register button to continue. Your account will be set up. This may take some time.
5. Click on the account you used to register. You will not be asked to enter your password again. The SIMS Parent Lite home screen will be displayed. If it doesn't load, check you are on www.sims-options.co.uk.

To make your options choices:

1. You must select 1 option and 1 reserve from each block.
2. Click on the name of the subject(s) you wish to choose, do not click on the reserve button yet. A selected choice will be highlighted in blue and appear in the list of choices on the right hand side of the screen:

The screenshot shows the TSOLODS interface with two main sections: 'Humanities and Business' and 'Arts and Computing'. In the 'Humanities and Business' section, 'BStudies' is highlighted in blue, and 'Geography' is highlighted in orange. In the 'Arts and Computing' section, 'Computing' is highlighted in orange. On the right side, there are two panels: 'My Choices in Order of Preference' and 'My Reserves in Order of Preference'. The 'My Choices' panel shows 'BStudies' as the first choice. The 'My Reserves' panel shows 'No reserves selected'.

3. Once you have made your choices, you need to select your reserve choices. To do this, click on the "Reserve" button beside the subject(s) you wish to pick. Reserve choices appear in orange and appear in the "My Reserves" section:

The screenshot shows the TSOLODS interface with the same sections as before. In the 'Humanities and Business' section, 'BStudies' is highlighted in blue, and 'Geography' is highlighted in orange. In the 'Arts and Computing' section, 'Computing' is highlighted in orange. On the right side, the 'My Choices' panel shows 'BStudies' as the first choice, and the 'My Reserves' panel shows 'Geography' as the first reserve.

4. It is vital you press the save button at the top of the screen otherwise the choices will be lost when you close the browser. You do not need to tick the Parental consent box as you are already logged in as a parent.

The screenshot shows the bottom of the TSOLODS interface. There is a 'Save' button on the left, and a 'Show Notes' button on the right. A red arrow points to the 'Save' button.