

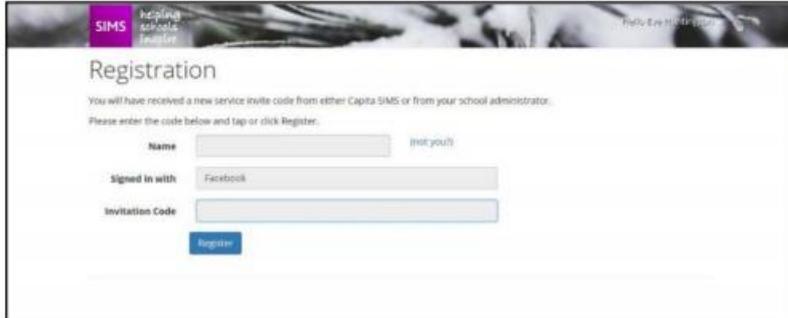
SIMS Parent (Lite) – Options Online

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.



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.



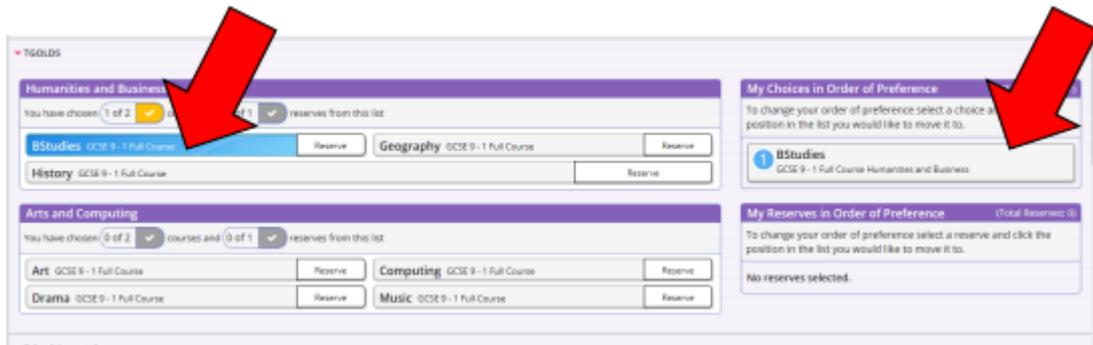
3. You will be prompted to answer a date of birth security question. This is for security purposes only and will not be used in the SIMS Parent system.



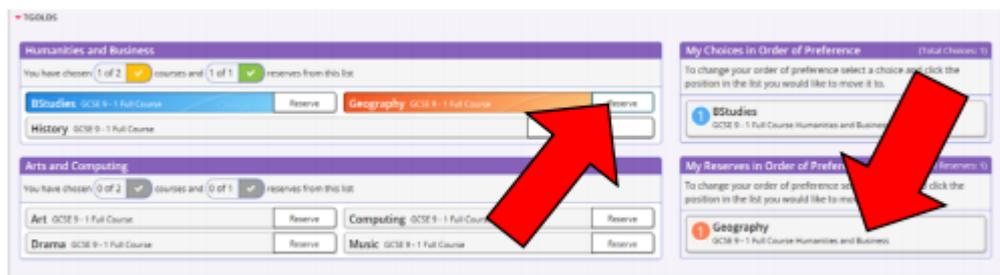
4. Click the register button to continue. Your account will be set up. This may take some time.
5. Click on the account you used to register. You will not be asked to enter your password again. The SIMS Parent Lite home screen will be displayed. If it doesn't load, check you are on www.sims-options.co.uk.

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:



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:



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.

