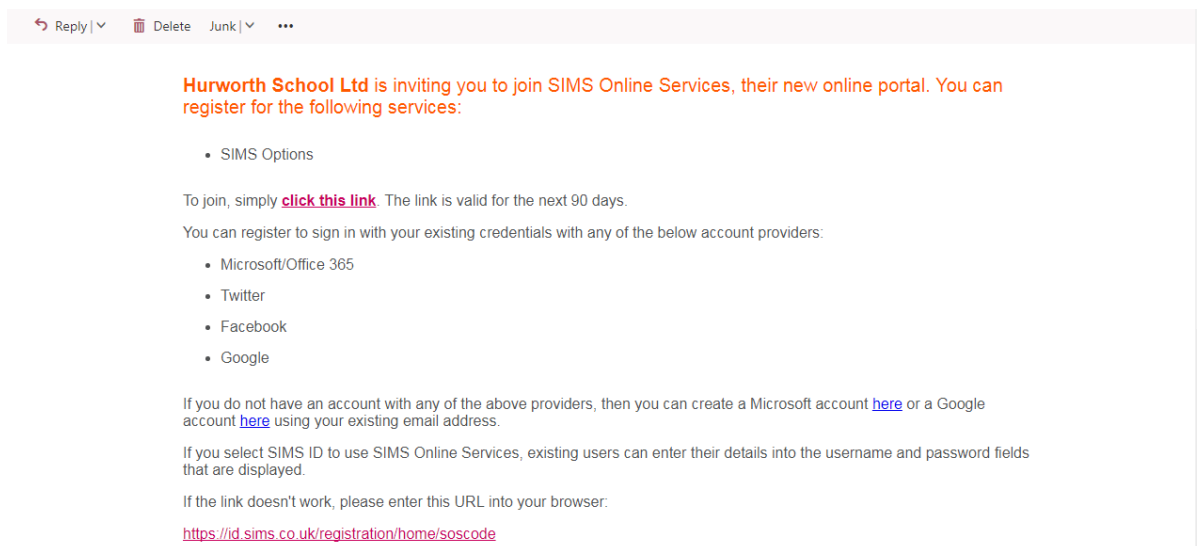
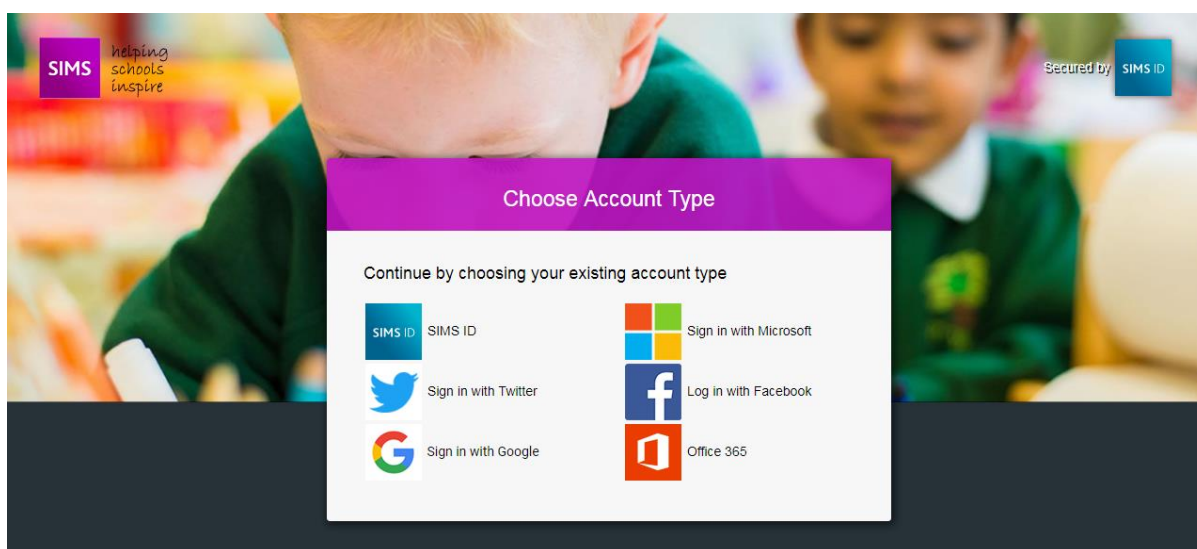


## Parents/Carers - How to verify students option choices

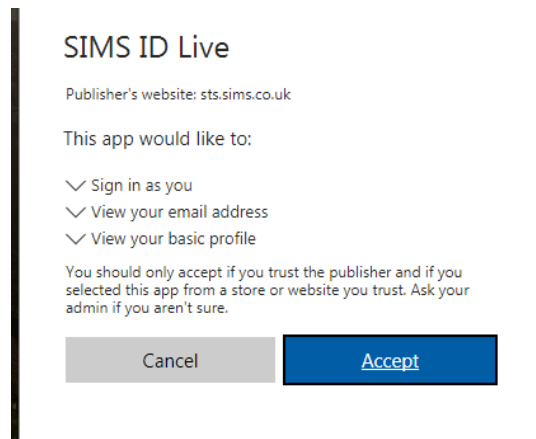
You should receive an e mail from [noreply@sims.co.uk](mailto:noreply@sims.co.uk)



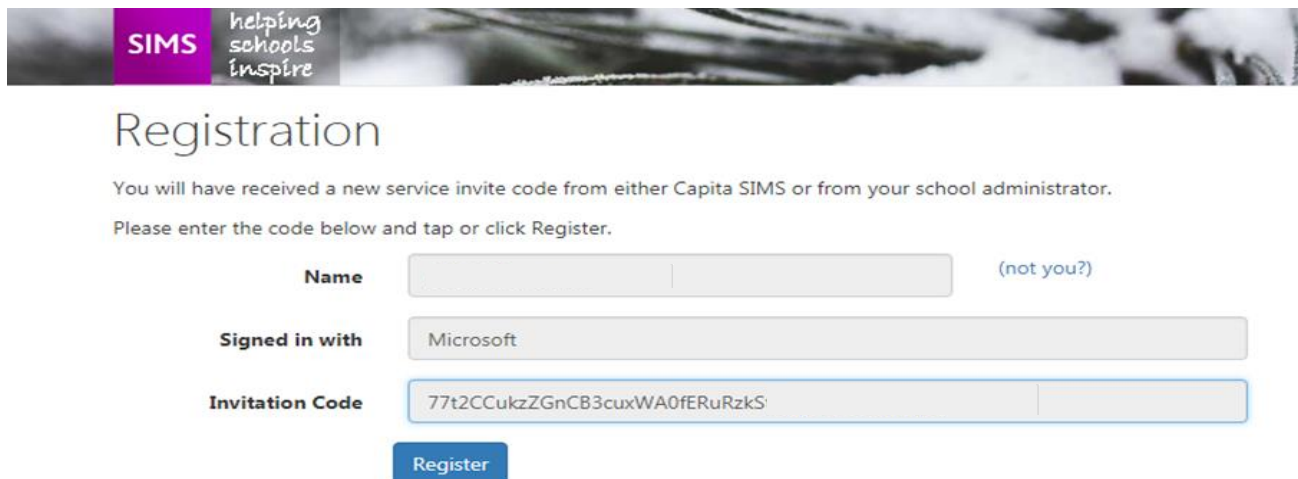
Click where it says “click this link” and it will take you to the screen shown below. If you have an account with any of these providers click on their logo and log in with the details you would use for that provider. If you do not have any of these accounts please e-mail [nge@hurworthschool.org.uk](mailto:nge@hurworthschool.org.uk) and I will send a printed copy of your child’s choices for you to verify.



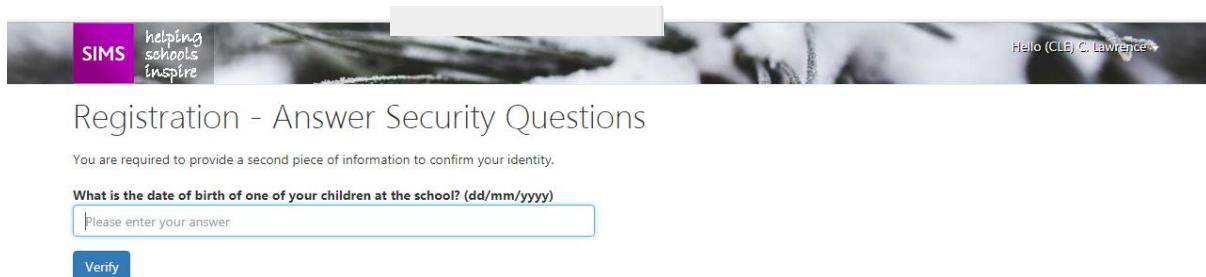
You will be presented with the next screen, here you should click accept.



A registration screen will appear but the fields will all have been pre-filled for you so you can simply click on Register.



To verify your details the system will ask you to type in the Date of Birth of your child at this school, please be careful to type it in the format highlighted above the space (DD/MM/YYYY).



The system will then create your account and a progress bar will move across the screen.

## Registration - Account Creation

Your account is being set up and configured. You will be automatically redirected when this process is complete...

Elapsed 1 seconds

You will then be able to see the option choices your child has made. Look across to the top right hand side of the screen to see the list. If you are not taken to the screen shown below at this stage look at the ## instructions at the end of this document

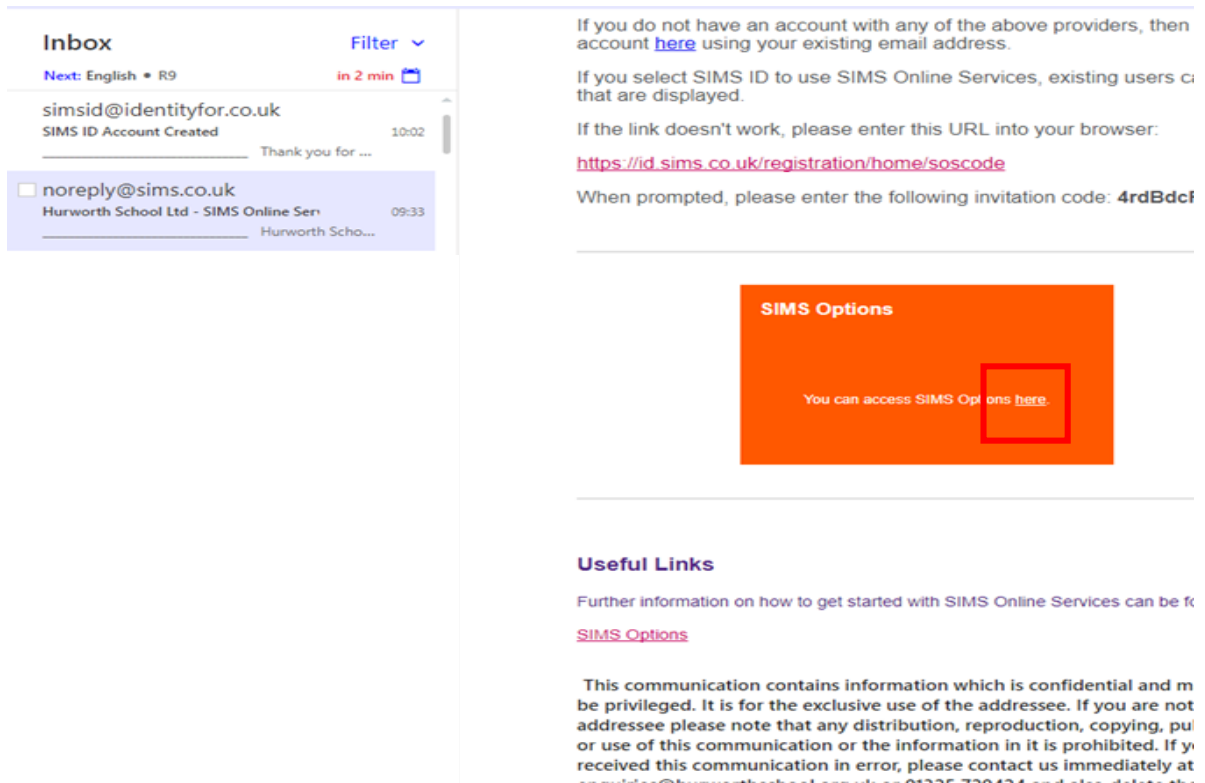
The screenshot displays the 'Col B Choices' section where 'Separate Sciences' is selected. To the right, a 'My Choices in Order of Preference' list is shown, containing:

- 1 Separate Sciences (GCSE Double Award Col B Choices)
- 2 Engineering (GCSE Double Award Open choice 1)
- 3 Geography (GCSE Double Award Open Choice 2)
- 4 B. S. (GCSE Double Award Open Choice 3)

Scroll down to the bottom of the page and if you are happy with the choices made click on the Parent/Carer approval button and then log out.

The screenshot shows the 'Student Choices - Lewys Lawrence-Hall (004364)' page. At the top right, a 'Sign Out' button is highlighted. At the bottom left, the 'Parent/Carer Approval' section is highlighted, showing a checked checkbox and a text input field for comments.

## If you cannot get into the system at the first attempt or you need to go in again later, go back to the first email you received, scroll down and click on the big orange box where it says Click here. This should take you to the options screen



The screenshot shows an email interface. On the left is an 'Inbox' panel with two emails. The top email is from 'simssid@identityfor.co.uk' with the subject 'SIMS ID Account Created' and a timestamp of '10:02'. The bottom email is from 'noreply@sims.co.uk' with the subject 'Hurworth School Ltd - SIMS Online Ser' and a timestamp of '09:33'. The main content of the email on the right contains the following text:

If you do not have an account with any of the above providers, then account [here](#) using your existing email address.

If you select SIMS ID to use SIMS Online Services, existing users c that are displayed.

If the link doesn't work, please enter this URL into your browser:  
<https://id.sims.co.uk/registration/home/soscode>

When prompted, please enter the following invitation code: **4rdBdcf**

Below this text is a large orange box with the title 'SIMS Options' and the text 'You can access SIMS Options [here](#)'. The word 'here' is underlined and enclosed in a red square box.

Below the orange box is a section titled 'Useful Links' with the text 'Further information on how to get started with SIMS Online Services can be f' and a link to 'SIMS Options'.

At the bottom, there is a disclaimer: 'This communication contains information which is confidential and m be privileged. It is for the exclusive use of the addressee. If you are not addressee please note that any distribution, reproduction, copying, pu or use of this communication or the information in it is prohibited. If y received this communication in error, please contact us immediately at ...@... and the data at ...@...'