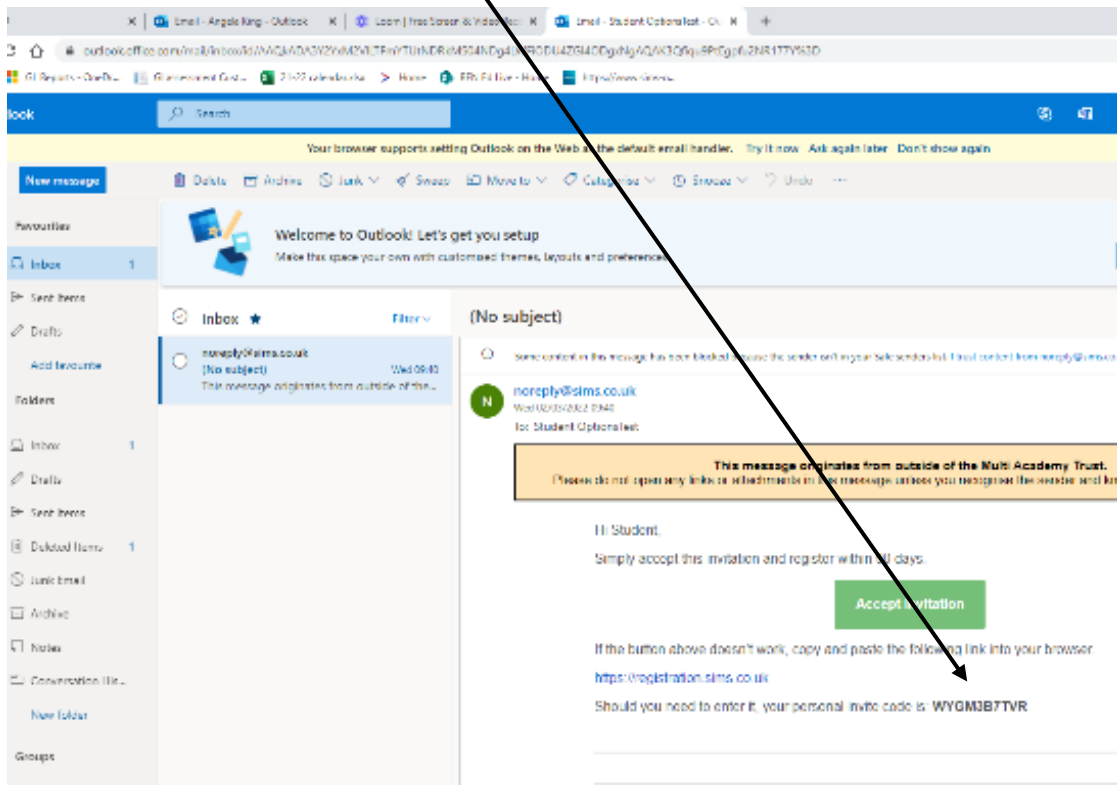
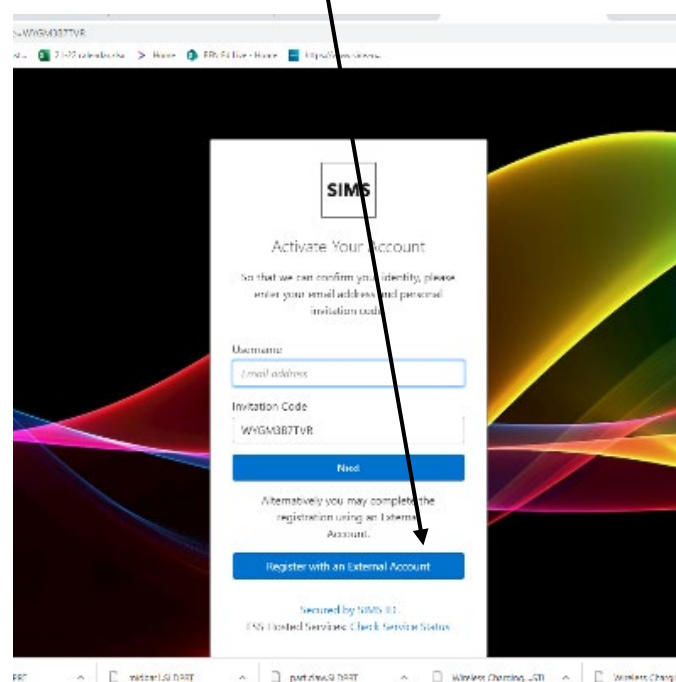


## How to select your options

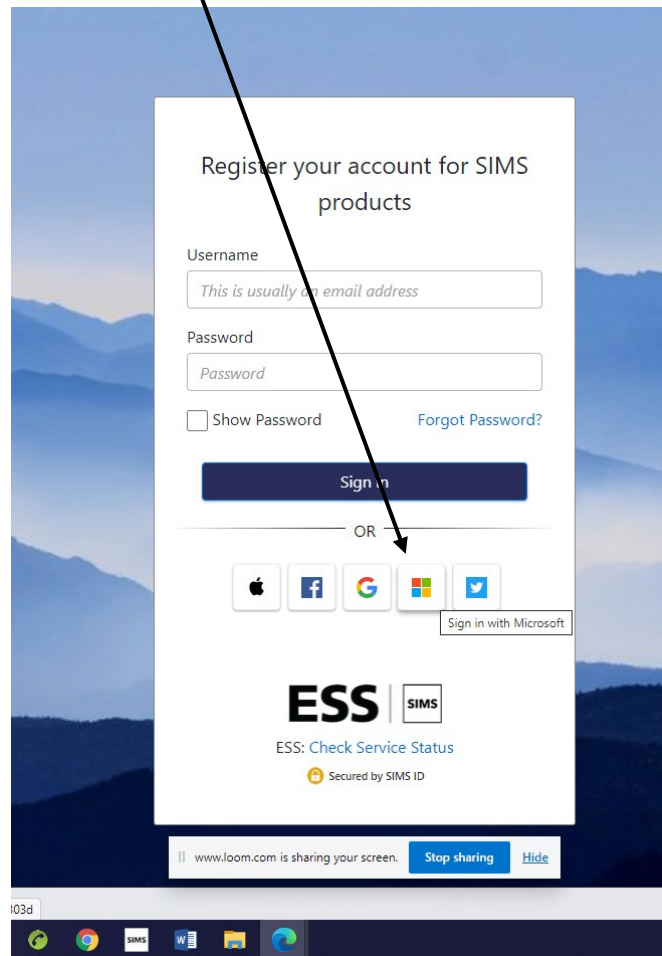
1. In outlook, open the email from [noreply@sims.co.uk](mailto:noreply@sims.co.uk)
2. Highlight and copy the code
3. Click accept invitation



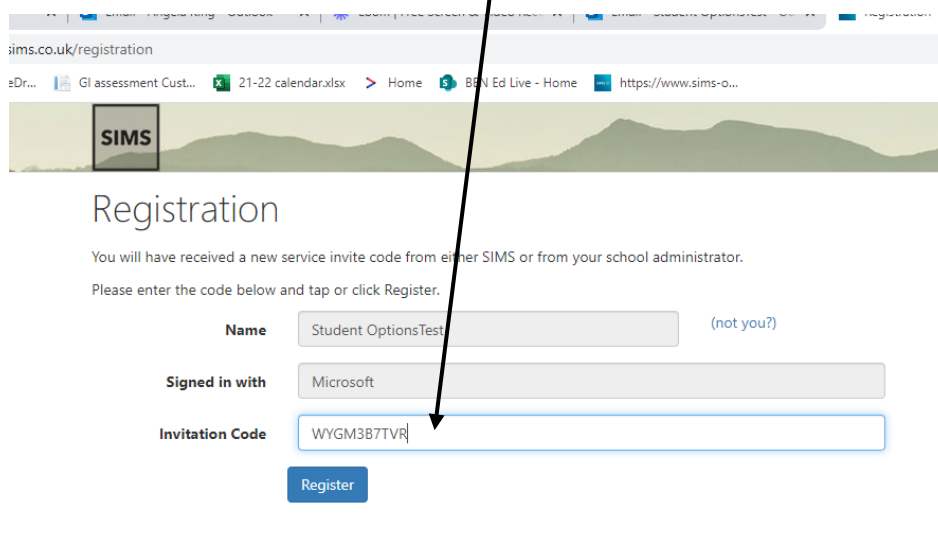
4. Click on 'register an external account'



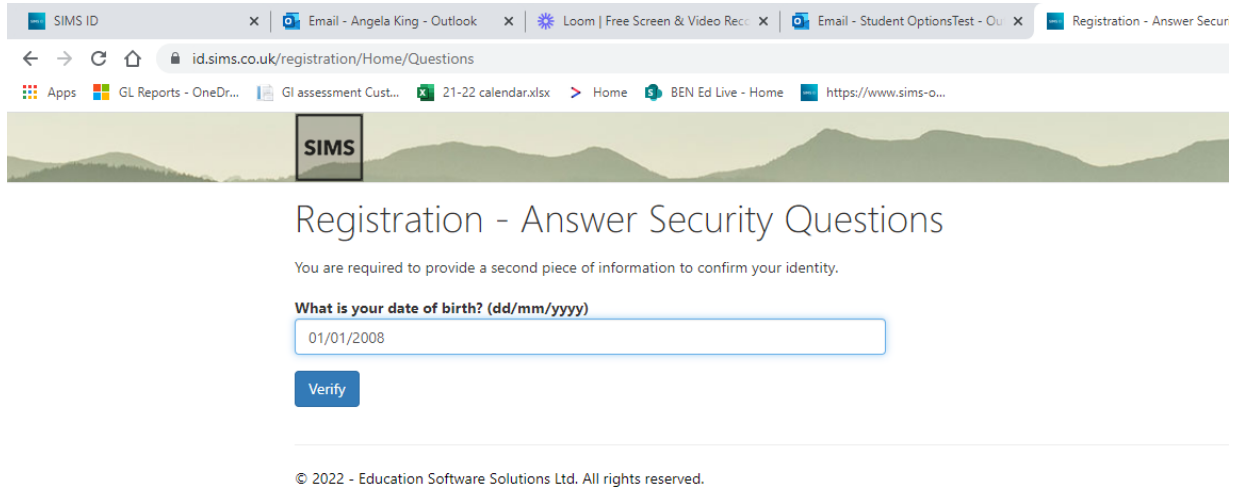
5. Click on the windows icon



6. Copy the code here and click 'register'

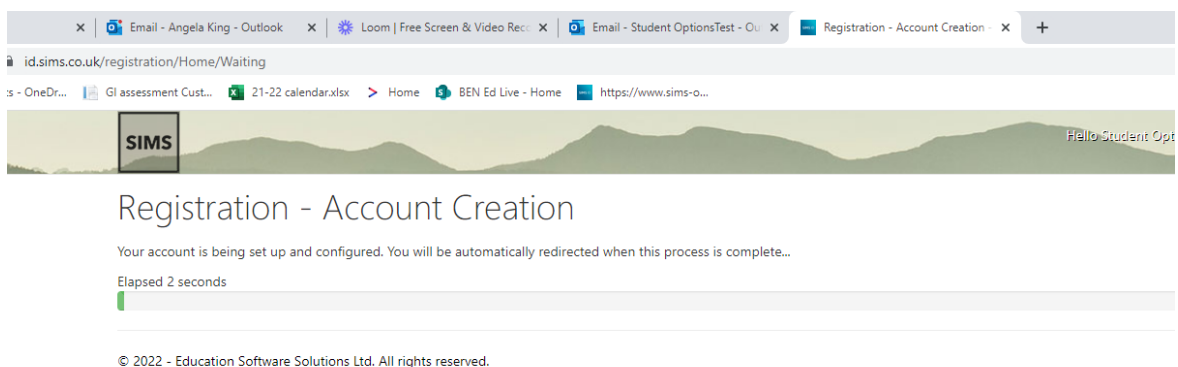


## 7. Answer the security question and click verify



The screenshot shows a web browser window with the URL `id.sims.co.uk/registration/Home/Questions`. The page features a SIMS logo and a header image of a mountain range. The main heading is "Registration - Answer Security Questions". Below this, a message states: "You are required to provide a second piece of information to confirm your identity." A form asks "What is your date of birth? (dd/mm/yyyy)" with a text input field containing "01/01/2008". A blue "Verify" button is positioned below the input field. At the bottom, a copyright notice reads: "© 2022 - Education Software Solutions Ltd. All rights reserved."

## 8. Wait.....



The screenshot shows a web browser window with the URL `id.sims.co.uk/registration/Home/Waiting`. The page features a SIMS logo and a header image of a mountain range. The main heading is "Registration - Account Creation". Below this, a message states: "Your account is being set up and configured. You will be automatically redirected when this process is complete...". A progress bar shows "Elapsed 2 seconds". At the bottom, a copyright notice reads: "© 2022 - Education Software Solutions Ltd. All rights reserved."

## 9. You will arrive at the options page

Student Choices - Student Options Test (997676)

Save

**Language (F)**  
You have chosen 0 of 1 courses from this list  
French GCSE - 1 Full Course

**Humanities**  
You have chosen 0 of 1 courses from this list  
Geography GCSE - 1 Full Course  
History GCSE - 1 Full Course

**Other subject**  
You have chosen 0 of 1 courses and 0 of 3 reserves from this list

|  |         |  |         |
|--|---------|--|---------|
| Art and Design GCSE - 1 Full Course                        | Reserve | Business Studies BTEC Tech Award Level 1/2                 | Reserve |
| Construction GCSE - 1 Full Course                          | Reserve | Computing GCSE - 1 Full Course                             | Reserve |
| Dance GCSE - 1 Full Course                                 | Reserve | Drama GCSE - 1 Full Course                                 | Reserve |
| Engineering Des Cambridge National Certificate Level 1 & 2 | Reserve | Engineering Man Cambridge National Certificate Level 1 & 2 | Reserve |
| Food GCSE - 1 Full Course                                  | Reserve | Geography GCSE - 1 Full Course                             | Reserve |
| History GCSE - 1 Full Course                               | Reserve | I-GCSE in EAL GCSE - 1 Full Course                         | Reserve |
| Media Studies GCSE - 1 Full Course                         | Reserve | Music GCSE - 1 Full Course                                 | Reserve |
| Physical Education GCSE                                    | Reserve | Sociology GCSE - 1 Full Course                             | Reserve |

**My Choices in Order of Preference**  
To change your order of preference select a check and click the position in the list you would like to move it to.  
No courses selected.

**My Reserves in Order of Preference**  
To change your order of preference select a reserve and click the position in the list you would like to move it to.  
No reserves selected.

- Each box tells you how many choices you can make – click on the subject name to select it
- If you want to unselect, just click on it again
- To select reserves, click on the select button (they are orange)
- Click save**

## Finished example

The screenshot displays the SIMS Options form for a student. The form is organized into several sections:

- Language (L):** Shows 1 of 1 course selected: French GCSE 9-1 Full Course.
- Humanity:** Shows 1 of 1 course selected: Geography GCSE 9-1 Full Course. A note indicates this course is also available in Other subject.
- Other subject:** Shows 2 of 3 courses selected from a list. The selected courses are Business Studies (BTEC Tech Award Level 1/2) and Drama GCSE 9-1 Full Course. A note indicates that the selected course of Humanities is no longer available.
- My Choices in Order of Preference:** A list of 3 choices: 1. French GCSE 9-1 Full Course (Language (L)), 2. Geography GCSE 9-1 Full Course (Humanity), and 3. Art and Design GCSE 9-1 Full Course (Other subject).
- My Reserves in Order of Preference:** A list of 2 reserves: 1. Drama GCSE 9-1 Full Course (Other subject) and 2. Business Studies (BTEC Tech Award Level 1/2) (Other subject).

The bottom of the screen shows a taskbar with several open applications, including a file explorer and a wireless charging utility.

To go back in to make changes, go to [www.sims-options.co.uk](http://www.sims-options.co.uk) with your school account details.

Whatever subjects are chosen on the form by March 25<sup>th</sup> is what you will be allocated