

SIMS Options Online – Student Access

You have been sent an email to your school email address. The email will come from noreply@sims.co.uk If you don't receive a registration email please email optionsonline@wadhamschool.co.uk or see Mr Jackson or Mr Thorpe.

These instructions are on the school website: <https://www.wadhamschool.co.uk/key-stage-4-choices-2020.html>

Setting Up Your Account

- 1) Open the email from noreply@sims.co.uk and click on the link in the email. In the email you will find a registration code that will be required later.
- 2) The screen below will appear. You MUST choose the bottom method to register (Sign in with Office 365)
- 3) You will then be asked to sign in with Office 365 (your school email address and password – accept any permissions that might appear.
- 4) Once logged in you will need to enter the registration code in the email (it may already be there)



Register your account for SIMS products

The screenshot shows a registration page with the following options:

- Sign in with SIMS ID
- Sign in with Facebook
- Sign in with Twitter
- Sign in with Google
- Sign in with Microsoft
- Sign in with Office 365

5) You will then be asked to verify your account by answering a security question.

6) Your account is now setup.

Choosing Your Options

- 1) Go to <https://www.sims-options.co.uk>
- 2) Choose the bottom option and login with your Office 365 details
- 3) You will now see the picture below

The screenshot shows the 'Key Stage 4 Options 2020' interface. It displays a grid of course options with 'Reserve' buttons. The courses listed are:

Art & Design (3D Design) GCSE 9 - 1 Full Course	Reserve	Photography GCSE 9 - 1 Full Course	Reserve	Art, Craft & Design GCSE 9 - 1 Full Course	Reserve
Business Studies GCSE 9 - 1 Full Course	Reserve	Computer Science GCSE 9 - 1 Full Course	Reserve	Child Development & Care VRQ Level 2	Reserve
Drama GCSE 9 - 1 Full Course	Reserve	Engineering Level 1/2 Certificate	Reserve	Food Preparation & Nutrition GCSE 9 - 1 Full Course	Reserve
French GCSE 9 - 1 Full Course	Reserve	Geography GCSE 9 - 1 Full Course	Reserve	German GCSE 9 - 1 Full Course	Reserve
Health & Fitness GCSE 9 - 1 Full Course	Reserve	History GCSE 9 - 1 Full Course	Reserve	ICT (Creative iMedia) OCR Nationals Certificate Level 2	Reserve
Music GCSE 9 - 1 Full Course	Reserve				

On the right side, there are two panels:

- My Choices in Order of Preference** (Total Choices: 0): To change your order of preference select a choice and click the position in the list you would like to move it to. No courses selected.
- My Reserves in Order of Preference** (Total Reserves: 0): 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.

- 4) You can make 4 option choices and 2 reserves. You can only choose one from Art, Craft and Design, Art and Design (3D Design) and Art and Design (Textiles). To make a choice click on the title of the subject. It will then appear in the list on the right. To make a reserve choice click on the word 'Reserve' next to the subject – you do not have to make any reserve choices. The reserve choices will appear on the right of the screen.
You can put your choices and reserves in order of priority by following the instruction on the right.
- 5) Once you have made your choices you will need to click the 'Save' icon in the top left-hand corner of the screen. Now log out – top right-hand corner

You will not be able to access Options Online until Friday 31st January 2020. The online system will close on Friday 6th February 2020. Once you have made your choices you need to let your parents/carers know so they can login to confirm the choices.