

Options 2021-2023

At Thamesmead we have been using an online platform for students to submit their option choices for a number of years. The following slides take you through the process.

Step One: Activate your SIMS Online Account

You will need to go into your School Email

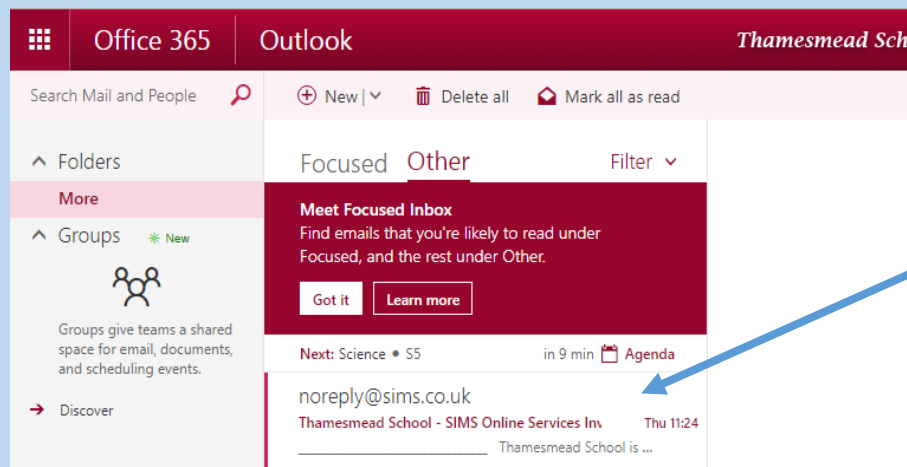
1. ***Sign into your Office 365 Account***

[your user number]@thamesmead.surrey.sch.uk

The password is your usual Network Password

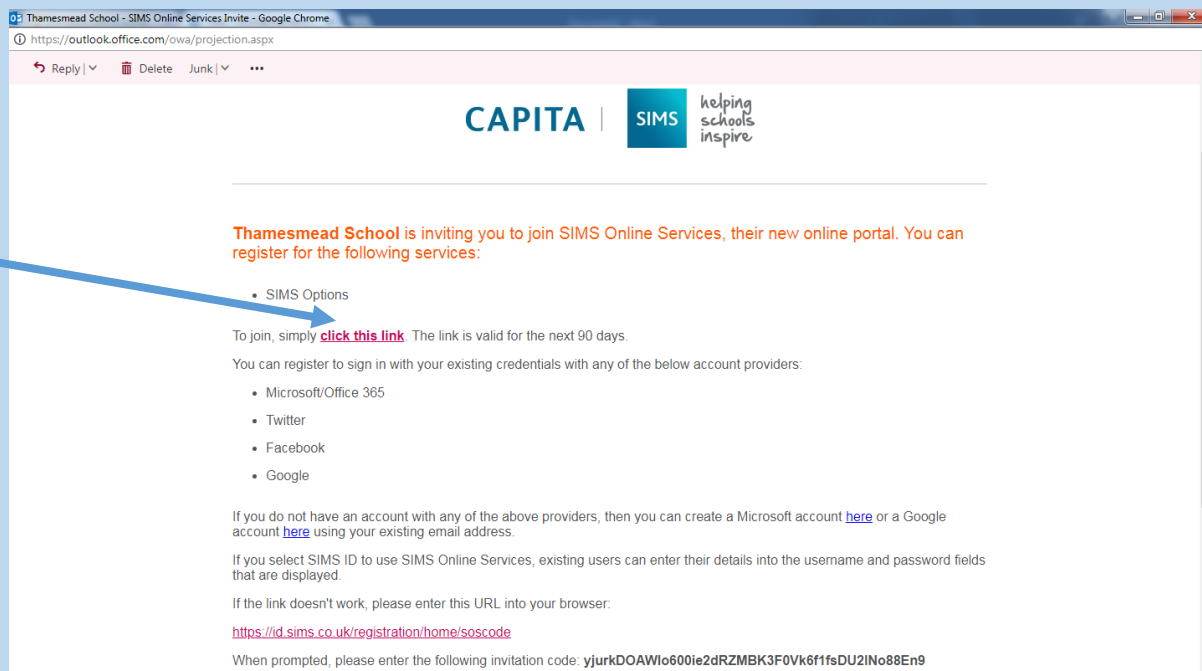
2. Open your Outlook Email

- You will have an email in your inbox from:
noreply@SIMS.CO.UK

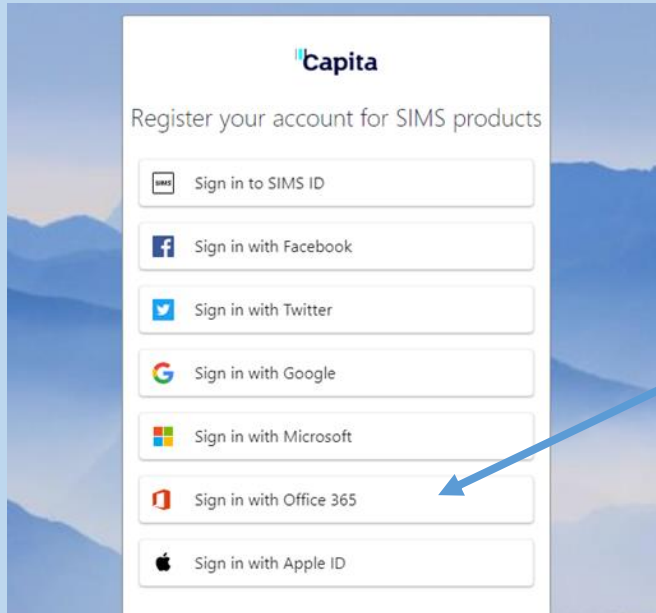


Double click the email to open

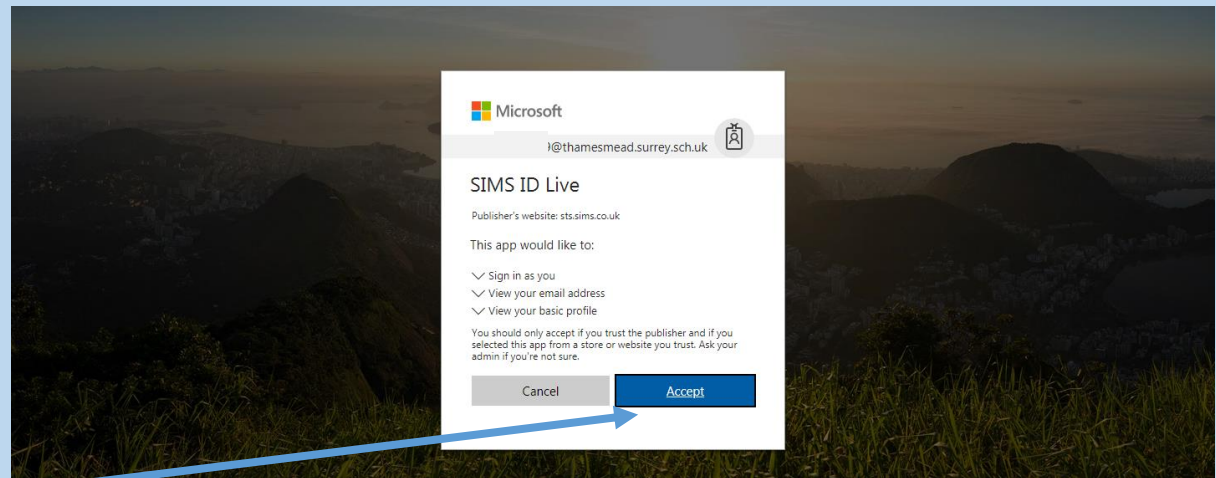
Next click the link to join



- Using Office 365



Click the Office 365 link and enter your school email and normal school password.



Click Accept

• Sims Registration

Check your name is correct

DO NOT touch the
'signed in with' or
'invitation code' boxes

Click Register

SIMS helping schools inspire

Hello Jan Volkov - 992

Registration

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.

Name

Signed in with

Invitation Code

SIMS helping schools inspire

Registration - Answer Security Questions

You are required to provide a second piece of information to confirm your identity.

What is your date of birth? (dd/mm/yyyy)

Enter your date of birth in the
format indicated (dd/mm/yyyy)

You are now ready for when the link to SIMS
Options is live. (Wed 3rd March to Fri 12th March)

You will be using your Office 365 Thamesmead
school email to sign in to the Options Form.

Options Online

It is not possible to make your options choices yet, please contact the school if further information is required.

- When Sims Online is live (3rd -12th March)

Once you have activated your account you will receive an email from:
'SIMSID1@identityfor.co.uk'

- In the Orange Block click on the message 'You can access SIMS Options here'
- This link will be active from Wednesday 3rd March until Friday 12th March

The screenshot shows an email interface. On the left is an inbox with three messages. The main view shows an email titled 'SIMS ID Account Created' from 'SIMSID1@identityfor.co.uk' dated Tue 23/02/2021 11:09. The email body contains a logo for 'Capita SIMS Helping Schools Inspire', a thank you message, and instructions on how to use the account. At the bottom, there are four colored blocks: 'SIMS Parent' (pink), 'SIMS Student' (teal), 'SIMS Options' (orange), and 'SIMS Activities' (green). Each block contains a link to access the respective service. A blue arrow points to the 'SIMS Options' block.

SIMS Parent

You can also access SIMS Parent via your browser [here](#).

SIMS Student

You can also access SIMS Student via your browser [here](#).

SIMS Options

You can access SIMS Options [here](#).

SIMS Activities

Parents can access SIMS Activities [here](#).
Students can access SIMS Activities [here](#).
Organisers can access SIMS Activities [here](#).

- Remember - you will sign in with Office 365 using your school email and password