# **BROOKVALE GROBY LEARNING CAMPUS**

Valuing Everyone, Achieving Excellence

Will Teece, Headteacher

Telephone: 0116 287 9921 Website: www.brookvalegroby.com

## Instructions on how to use the Online Options Portal.

This year we have decided to use an online portal to gather the students key stage 4 subject options.

Below please find instructions on how to use this Options portal.

## Step 1 - Invitation

You will receive an email from Sims.net that looks like this.

+‡+

Hi xxxxxx,

You're invited to start using SIMS Online Services, an online portal providing access to a range of services including SIMS Admin, SIMS Engagement, SIMS Activities and SIMS Options.

Simply accept this invitation and register within 90 days.

**Accept Invitation** 

If the button above doesn't work, copy and paste the following link into your browser.

https://id.sims.co.uk/registration/home/soscode

Should you need to enter it, your personal invite code is: J4HVJ8Y2GC

Please check in your junk folder if you don't see it in your inbox. NB. For Security reasons these invitations will expire 14 days after the day they were sent.

Click on Accept invitation or on this link <u>https://id.sims.co.uk/registration/</u> and the following screen will appear.

	Capita						
Reg	gister your account for SIMS products						
	Sign in to SIMS ID						
	Sign in with Facebook						
	Sign in with Twitter						
(	Sign in with Google						
	Sign in with Microsoft						
	Sign in with Office 365						
	Sign in with Apple ID						

Click on any of the account types for which you have an account.

Once logged in you will be asked to add the invite code (see the original email) and then you will be asked a security question. Exit the system

You will receive an email confirming your Sims ID account has been created.

#### **Step Two - Sims Options**

You will then need to login to access the active plan. By going to :

https://www.sims-options.co.uk

Or by clicking on the link in the confirmation email.

## **For Parents**

When you access the system you will be able to see the options your child has selected.

	Suderil Christel - Jordon Alton (20464)						
Statistic datase i af the subjects balane.   Tar balane states if af the subjects if af the subject if af the s	Humanities		My Challen In Order of Preference Stree Docus 3				
	Students WIST choose 1 of the subjects below.						To change your order of preference select a choice and click the position in the lottype would like to move this.
	Tau have drosen (1 of 1 🕜 classes from decid	he .	Congraphy				
If manual setters are setter if opper constructions     Important     Import file        Import file  <	Geography 1711-11410-1		History comp-matture				WORKS - I NUT SAVE FAMILIE
Image and item in the indication intervention in the indication intervention in the indication in the indicat	O THE CLUCK IS NOT A READ A PLOY COURSE		O me course a sea average in sperior orals				At CORD. 1 Set four feer (hole
	Languages						Bradeal Int
	Mudents MUST choose 1 of the subject	cits beliew		CTRN-1 Init Insee Iper Unite			
Presh       Central: 100% - 160 form       Central: 100% - 160 form       Distribution         Central: 100% - 160 form       Distribution       Distribution       Distribution         Solution       Distribution       Distribution       Distribution       Distribution         Solution       Distribution       Distribution       Distribution       Distribution       Distribution         Solution       Distribution	Tau have shown (2 of 1 📝 success from the	in .					
Pression Operation   Pression Pression   Pression	(mark constants)		former 1981 (14)				My keserves is Order of Preference Cline Reserves 12
Cyne Chanlow       Selden: Selde: Selden: Selden: Selden: Selden: Selden: Seld	O Tris mane index astatics is Care. Deco     O Tris mane index astatics is Open Deco				To change your artise of preference select a reserve and crite the postors of the fill you would be to move it to.		
Al and a local functioner     Matrix     Campanier Wolfes Scille Course     Matrix     Batrix     Scielle     Matrix       Energin Scille Functioner     Barrier     Gengraphy Scille Functioner     Barrier     Barrier     Barrier       Hadrag Scille Functioner     Barrier     Barrier     Barrier     Barrier     Barrier       Hadrag Scille Functioner     Barrier     Barrier     Barrier     Barrier     Barrier       Hadrag Scille Functioner     Barrier     Barrier     Barrier     Barrier       Barrier     Barrier     Barrier     Barrier     Barrier	Egent choice Scalarts should share one course and me ne Tou have shown 2 of 2 🕜 course and 1 of	sene from the lot be	ina. Eneritz				GER. Initiare type these
Energin SCONTACIONS     Burrow     General SCONTACIONS     Burrow       Of Decontra dia contra surgination     Of Decontra surgination     Of Decontra surgination       Haday SCONTACIONS     Burrow     Of Decontra surgination     Energination       Statuse surgination     Of Decontra surgination     Energination     Energination       Statuse surgination     Of Decontra surgination     Energination     Energination       Statuse surgination     Decontra surgination     Energination     Energination	Art scat that see	102114	Computer Wallet SCIEN/ Done	NIN	Blanks score ThatCame	80010	
Personal de centre i urgage     O ha conse de centre i urgage     O h	Franch score-tractours	Beneroe .	German scole-truncture	learne	Geography scale-invitives	- Inere	
History Walls: Non-Daw         Non-W         Model         Distribution         Non-W         Physical 24 Lists > 1 Model         Non-W         Non-W           25 Securities das address runname	O Procoras sales evaluate in Languages		O the curve or electronic transpose		the have associate the course in Humanities		
Press/Cere Agenual      Area Same     Area Same     Area Same     Area Same	History accession	to a view	Made 100 P. 1 Million	Restor	Physics 54 Letter - The Dave	Report	
Baseliant Naturalis Schotzen         Bener           Permitiant Naturalis Schotzen         Norm	O frequence sales evaluate a right entre						
Rendfore Agenul //emilian Agenul //emilian Agenul	Resistant Materials scores over	liceve	Sociology ICCE NJ CARE	learse	]		
	Percet Care Approval						
	Alf are constrain from						

There is a section for parents to tick to confirm they approve their child's option choices and a comment box. This box should only be used to inform us of any information directly relevant to your child's choice selection, please be aware we will not be able to action any requests for contact or other matters if requested this way. Please use alternative school systems for any such requests.

## NB. You can not amend the choices, this can only be done by the Student.

Once you have entered the details you wish then click on the save icon in the top left corner of the page and sign out of Options.

We cannot begin processing these requested choices until the student has completed the option section in full AND you have marked them as approved.

# The deadline for completing this process is 8th March 2021.

If you have any questions please email either:

Angela Tiktin (Curriculum Officer) at atiktin@brookvalegroby.com

or

Denise Wynne ( Data Manager) at <u>dwynne@brookvalegroby.com</u>