

SIMS Options Online Guide

GCSE options for students in current Year 9, ready to start in Year 10, will be completed online using SIMs Online Options. Students will be required to register with SIMs Online Options to complete this process.

Step 1 – Receiving Your Invitation:

A registration email will be sent to the Academy email address of every Year 9 student. Students will receive a registration email from noreply@sims.co.uk which will look similar to the example below:



Step 2 – Setting Up Your Account:

Click on the 'Accept Invitation' green button.

On the sign-in screen, choose the sign-in method you wish to use.

Students should sign in with Google, as shown below, and enter their Academy email address and password.



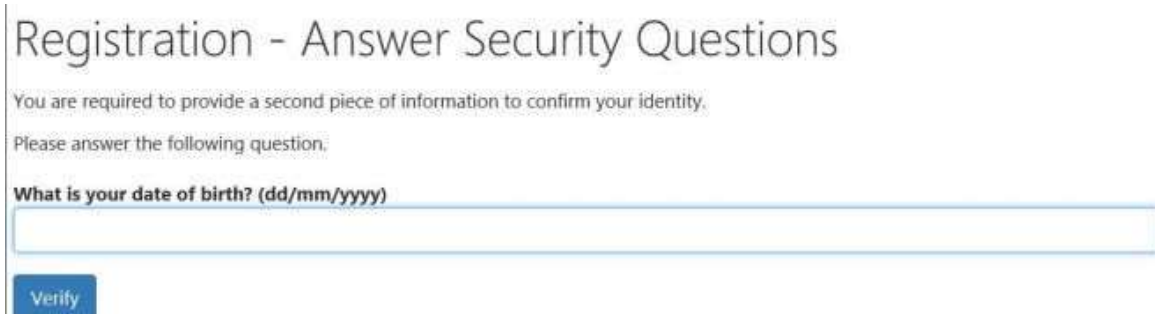
The first screen will be where your details are confirmed (your name and invite code will show here automatically).



On the second screen

- Students will be asked to enter their date of birth.

Once this registration process has been completed successfully, your account will have been created and you will then be able to access the Options Online system.



Registration - Answer Security Questions

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

Please answer the following question:

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

Verify

Please note: that the registration process happens first - before the system is available to input the options in April 2022.

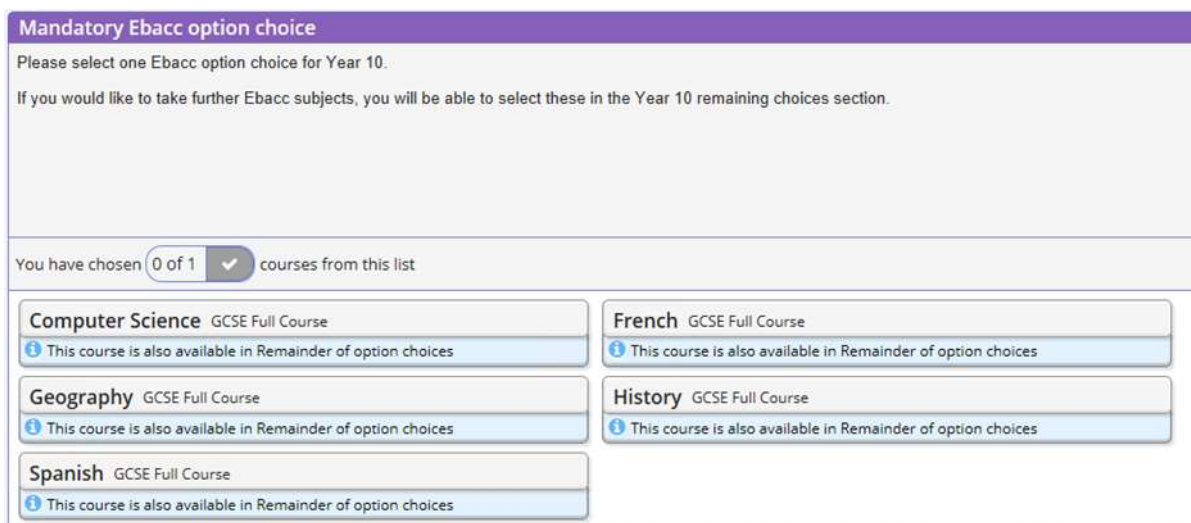
Step 3 – Students Select Their Options:

Go to the SIMS Options Online log-in page www.sims-options.co.uk

If you are a student, you should sign in with your Google account using your Academy email address and password.

The options which are available to you to select will appear on the screen. You will need to complete each box to select your options.

Selecting Your Subjects – Ebacc Subject



Mandatory Ebacc option choice

Please select one Ebacc option choice for Year 10.

If you would like to take further Ebacc subjects, you will be able to select these in the Year 10 remaining choices section.

You have chosen 0 of 1 courses from this list

| | |
|--|---|
| Computer Science GCSE Full Course This course is also available in Remainder of option choices | French GCSE Full Course This course is also available in Remainder of option choices |
| Geography GCSE Full Course This course is also available in Remainder of option choices | History GCSE Full Course This course is also available in Remainder of option choices |
| Spanish GCSE Full Course This course is also available in Remainder of option choices | |

In the example image above, it tells you how many subjects you need to choose. In this example, there is 1 option to choose; **this may change from section to section.**

Click the subject(s) you would like to study. When you have selected the subject, it will turn blue.

To remove a subject or reserve, click the subject again to remove it.

When you have selected the correct number of subject choices and reserves, a green tick will appear.

Selecting Your Subjects – Vocational Subject

Mandatory select one option

One choice from this list is mandatory for Year 10.

You have chosen courses from this list

| | |
|---|---|
| Art & Design GCSE Full Course <small>This course is also available in Remainder of option choices</small> | Business S GCSE Full Course <small>This course is also available in Remainder of option choices</small> |
| Child Care GCSE Full Course <small>This course is also available in Remainder of option choices</small> | Health & S GCSE Full Course <small>This course is also available in Remainder of option choices</small> |
| ICT GCSE Full Course <small>This course is also available in Remainder of option choices</small> | Music GCSE Full Course <small>This course is also available in Remainder of option choices</small> |
| PE GCSE Full Course | |

This year we have introduced a mandatory vocational subject from the above selection

Selecting your Subjects – Remaining Choices

Remainder of option choices

Select your remaining two choices from this list for Year 10.

You have chosen courses and reserves from this list

| | |
|--|--|
| Art & Design GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> | Business S GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> |
| Child Care GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> | Construction GCSE Full Course <input type="button" value="Reserve"/> |
| Computer Science GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory Ebacc option choice</small> | Drama GCSE Full Course <input type="button" value="Reserve"/> |
| Engineering GCSE Full Course <input type="button" value="Reserve"/> | Ethics GCSE Full Course <input type="button" value="Reserve"/> |
| HE (Food) GCSE Full Course <input type="button" value="Reserve"/> | French GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory Ebacc option choice</small> |
| Geography GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory Ebacc option choice</small> | Health & S GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> |
| History GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory Ebacc option choice</small> | ICT GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> |
| Music GCSE Full Course <input type="button" value="Reserve"/> <small>This course is also available in Mandatory select one option</small> | BTEC PE GCSE Full Course <input type="button" value="Reserve"/> |
| Spanish GCSE Full Course <input type="button" value="Reserve"/> | |

In the example above, it tells you how many subjects to choose. In this example, there are 2 options to choose and a reserve.

Click the subject(s) you would like to study. When you have selected the subject, each selection will turn blue.

To choose your reserve you need to click the word 'Reserve' next to the subject and this will turn the box orange.

Changing Your Order of Preference

My Choices in Order of Preference (Total Choices: 4)

To change your order of preference select a choice and click the position in the list you would like to move it to.

- 1 Computer Science**
GCSE Full Course Mandatory Ebacc option choice
- 2 ICT**
GCSE Full Course Mandatory select one option
- 3 Ethics**
GCSE Full Course Remainder of option choices
- 4 French**
GCSE Full Course Remainder of option choices

My Reserves in Order of Preference (Total Reserves: 1)

To change your order of preference select a reserve and click the position in the list you would like to move it to.

- 1 Music**
GCSE Full Course Remainder of option choices

The 'Choices in Order of Preference' box is located to the right-hand side of the screen. In the example above, it shows the order of priority for each subject chosen by the student. Number 1 indicates the option choice they most prefer, down to 4.

To indicate your order of preference, you can move subjects up and down the list. To

change the order of preference, select the choice you would like to move and then click the position you would like to move it to.

My Choices in Order of Preference (Total Choices: 4)

To change your order of preference select a choice and click the position in the list you would like to move it to.

- 1 Computer Science**
GCSE Full Course Mandatory Ebacc option choice
1 Click again to deselect or click another course to change preference.
- 2 ICT**
GCSE Full Course Mandatory select one option
Click to move Computer Science here.
- 3 Ethics**
GCSE Full Course Remainder of option choices
Click to move Computer Science here.
- 4 French**
GCSE Full Course Remainder of option choices
Click to move Computer Science here.

In this example, to move Computer Science from preference 1 to preference 2, you would click on the subject name 'Computer Science', then click on the number 2. We aim to give all students their first choices and only as a last resort will we need to use a reserve choice, the preference order allows us to fit the best option choices for you.

Step 4 – Parent/Carer Approval:

We do not need to tick the parent approval box. However, you may write in the student notes if you feel there is something you would like to highlight to Mr Willcocks and the admin team.

▼ School Comments
Add any comments here

▼ Student Comments

▼ Parent/Carer Approval
 Parent/Carer Approval

Saving Your Options



It is very important that you click the save button at the top of the screen when you are happy with your choices. If you close the browser window without saving your option choices, the information will be lost.

If you would like to change options you can log on again using your school email account on the login page and follow instruction again. If you have any issues please do not hesitate to contact us on:
progresswrc@paigntonacademy.org