

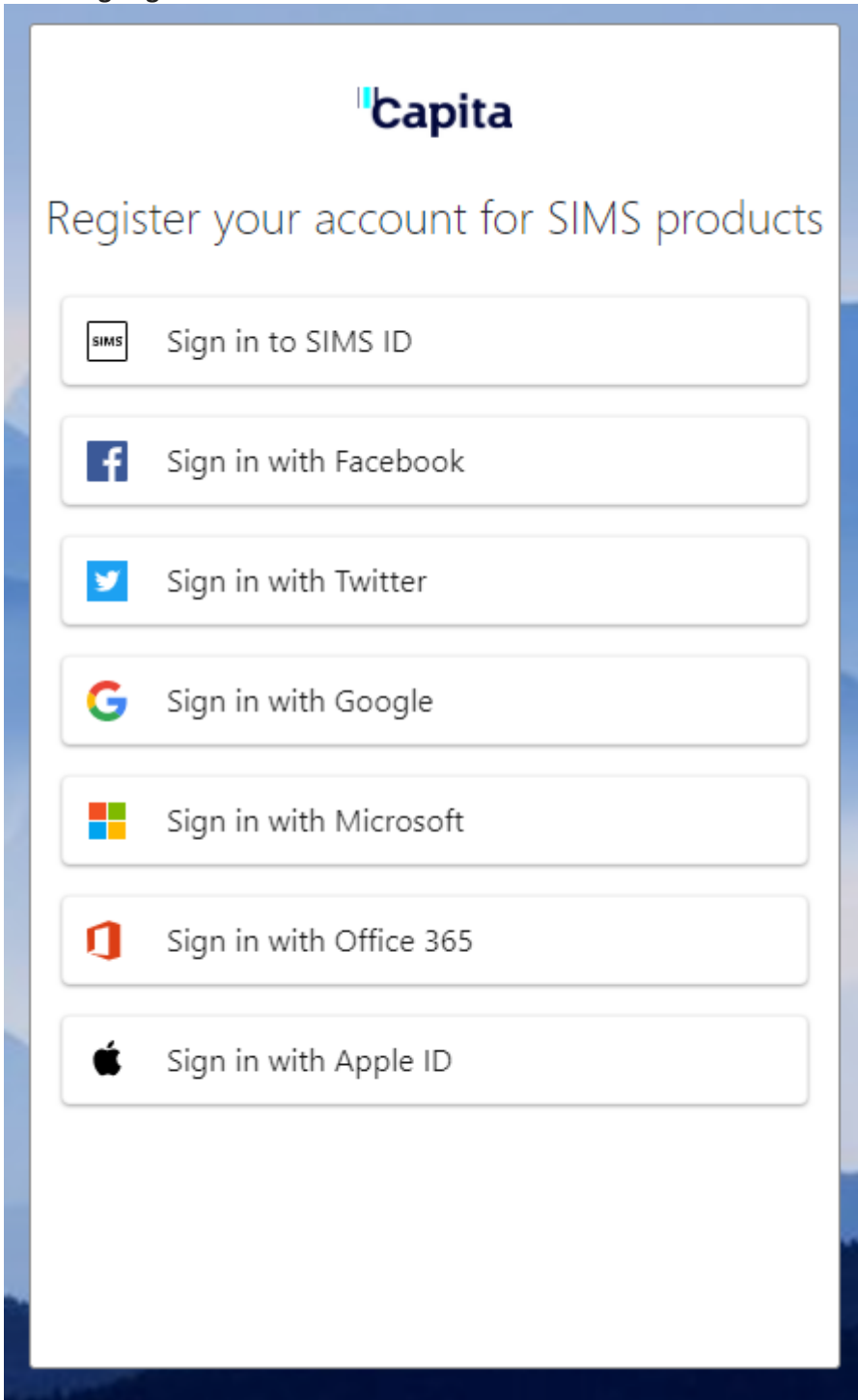
By 26th February 2021 you will need to record your Options choices using the online system.

You have been sent an email on 12th February with your registration details.

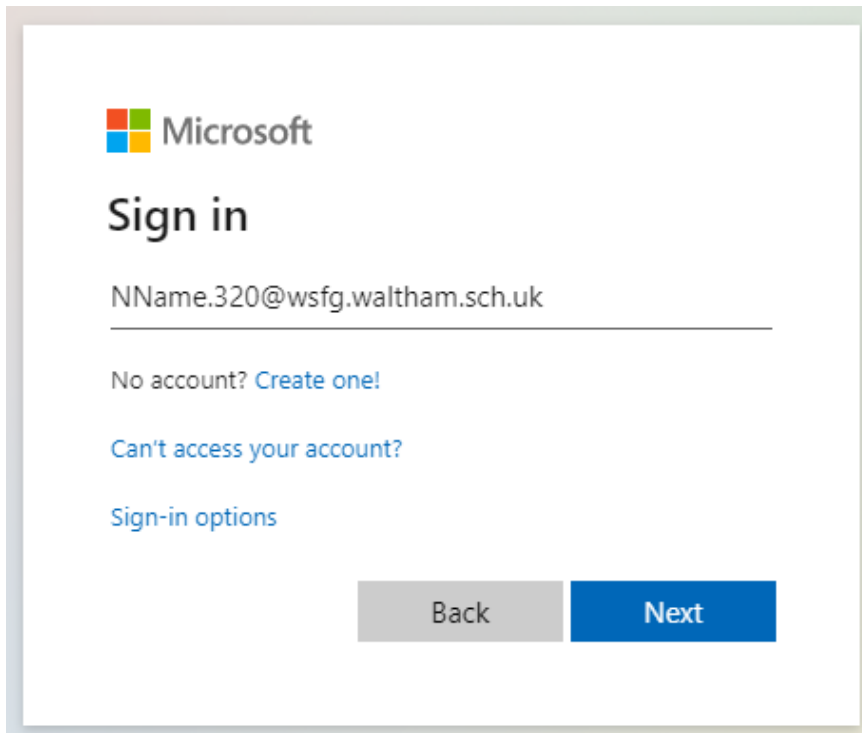
Below are instructions for activating your account.

You will need to register before logging in. You can do this by:

- Copying your unique code: <CODE>
- Visiting <https://id.sims.co.uk/registration/home/soscode>
- **Choosing 'Sign in with Office 365'**

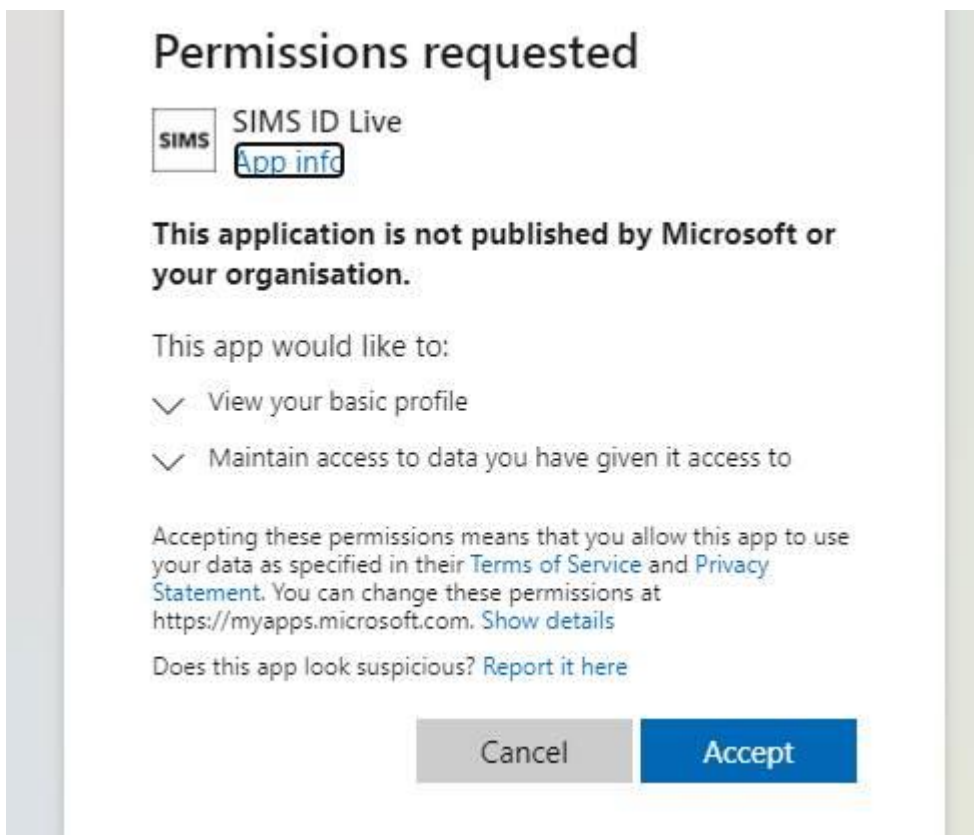


- Enter your school email address, and then your password



The image shows a Microsoft sign-in page. At the top left is the Microsoft logo. Below it is the text "Sign in". A text input field contains the email address "NName.320@wsfg.waltham.sch.uk". Below the input field are three links: "No account? Create one!", "Can't access your account?", and "Sign-in options". At the bottom are two buttons: "Back" (grey) and "Next" (blue).

- Accept the permission request



The image shows a "Permissions requested" dialog box. At the top is the title "Permissions requested". Below it is the SIMS logo and the text "SIMS ID Live" with a link "App info". A bold warning message states: "This application is not published by Microsoft or your organisation." Below this, it says "This app would like to:" followed by two checked items: "View your basic profile" and "Maintain access to data you have given it access to". A paragraph of text explains that accepting these permissions allows the app to use user data as specified in their Terms of Service and Privacy Statement, with a link to "https://myapps.microsoft.com" and a "Show details" link. At the bottom, it asks "Does this app look suspicious? Report it here" with a link. At the very bottom are two buttons: "Cancel" (grey) and "Accept" (blue).

- Paste or type your unique code (<CODE>) into the Invitation Code box

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	<input type="text" value="Guest Teacher"/>	(not you?)
Signed in with	<input type="text" value="Microsoft"/>	
Invitation Code	<input type="text" value="Please enter your Invite code"/>	
	<input type="button" value="Register"/>	

- Enter your date of birth

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)

- SIMS ID will then create your account, this may take up to a minute, and then you will be taken straight to the SIMS Options website.

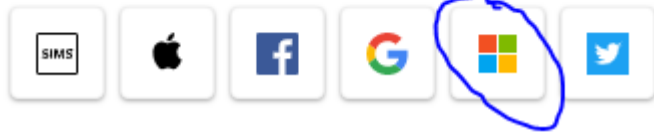
Registration - Account Creation

Your account is being set up and configured. You will be automatically redirected when this process is complete..

Elapsed 3 seconds


To log in to the SIMS Options website in the future go to www.sims-options.co.uk and click the Microsoft logo

Sign in to SIMS Options



Capita SIMS

Capita Hosted Services: [Check Service Status](#)

 Secured by SIMS ID

Then enter your school email address and password.