

Accepting an invitation to Options Online and registering for an online account using a 3rd Party

This section will take users through step by step of creating an account either through a Third Party provider eg facebook/Google/Twitter./Apple ID once they have received an email invitation. They will use this account every time to they sign into a SIMS online service.

The steps are the same whether you decide to set up your account using SIMS ID or a Third Party. Users who do not have access to a Third Party may choose to register by creating a SIMS ID account.



Parents who have more than one child at a school using Online Services will only have to register once at that school. Once registered, all students at that school will be visible.

Parents who have children at different schools that also use Online Services will need to register for each school and will only every be able to view one school at a time.

Note: To avoid accidentally registering with the wrong account (especially if you are working in a shared computer, sign out of all accounts or use a private browser window.

- a. An invitation email will have been sent by the school from noreply@sims.co.uk
- b. Make a note of your registration code, you can do this by highlighting and right clicking to copy.

- c. Click the Accept Invitation button or using the following link in your browser.
<https://registration.sims.co.uk>

The email will look something like this:-

From: noreply@sims.co.uk <noreply@sims.co.uk>

Sent: Friday, February 4, 2022 11:10:38 AM

To: parent@hotmail.co.uk

Subject: School ICT Services Ltd Test Site invites you to SIMS Parent

Hi Neil,

You're invited to start using SIMS Parent to manage your child's personal details at School ICT Services Ltd Test Site. If enabled by the school, you can also view child's attendance, school reports, homework assignments and more.

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://registration.sims.co.uk>

Should you need to enter it, your personal invite code is: **B3PKY4PMGB**

- d. The activate account screen is displayed.

Do NOT enter a user name

Click **Register with an External Account**

e. The register account screen is displayed

Do Not enter a username or password

Click the Third party you wish to use to sign in with and you will be transferred to the Third Party to complete the registration. Apple ID | Facebook | Google | Microsoft | Twitter

f. Sign into the Third Party Account using your usual user name and password.

g. Click Yes to confirm the app can access your info (email address & basic profile)

h. Enter the registration code from the email here and then **Register**

Registration

You will have received a new service invite code from either SIMS or from your school administrator.

Please enter the code below and tap or click Register.

Name (not you?)

Signed in with

Invitation Code

- i. Answer the security question and **Verify**

Registration - Answer Security Questions

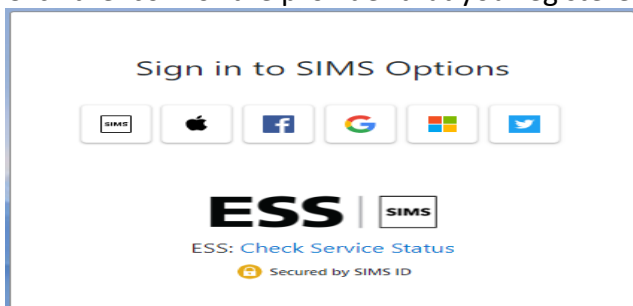
You are required to provide a second piece of information to confirm your identity.

What is the date of birth of one of your children at the school? (dd/mm/yyyy)

- j. Your online services account will then be created
- k. Once the registration process is complete users can sign into Options online via the following URL <https://www.sims-options.co.uk>

Step by Step Actions to sign into a SIMS Online Service

1. Select the appropriate URL for the Online Service <https://www.sims-options.co.uk>
2. Click the Icon for the provider that you registered with.



3. Enter your usual username and password, then click the **sign in** button.