Go to your school email account and find the email inviting you to join SIMS

The email will have come from 'noreply@sims.co.uk' and have the subject line 'Ely College invites you to....'

Now click on the 'Accept Invitation' button in the email

You're invited to start using SIMS Student so that you can view your timetable and school calendar, receive homework assignments, check attendance and more.

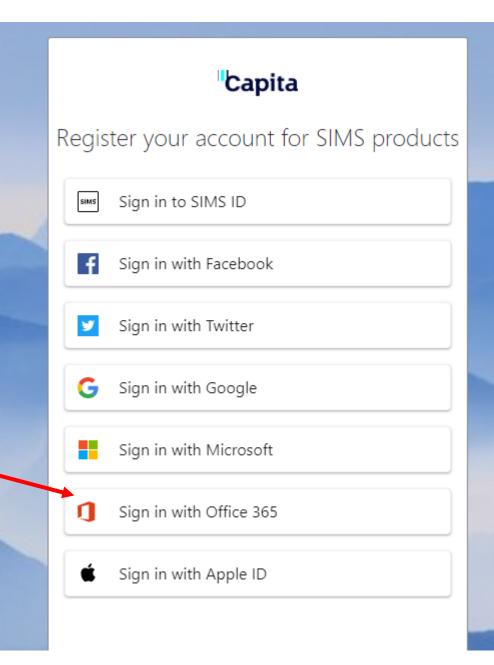
Simply accept this invitation and register within 90 days.

**Accept Invitation** 

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

Click the 'Sign in with office 365'

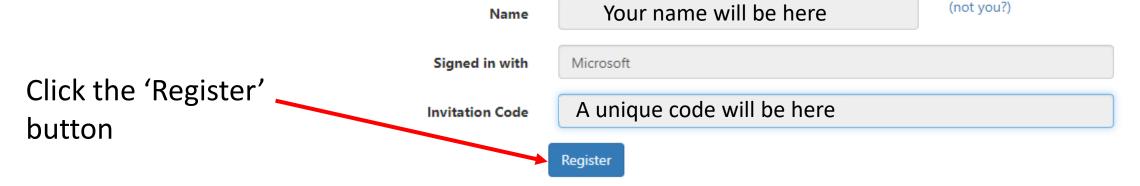
In college this should take you straight through to the next screen although it is possible you may be asked to enter your school username and password



## 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.



Enter your date of birth in the format DD/MM/YYYY then click the 'Verify' button

## 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)

Please enter your answer

Verify

## Registration - Account Creation

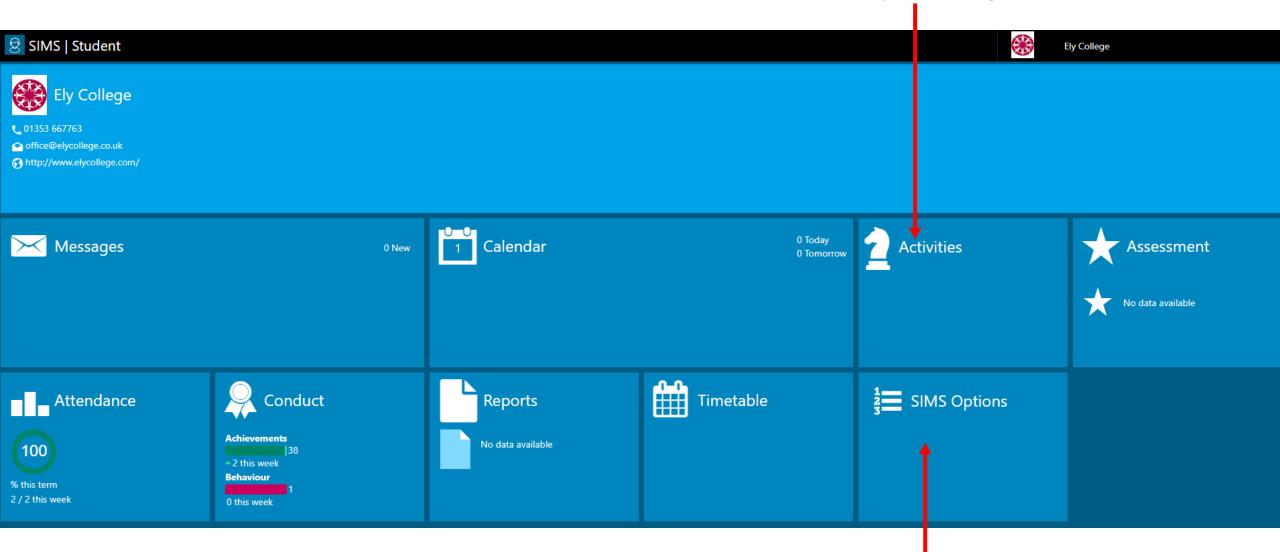
Your account is being set up and configured. You will be automatically redirected when this process is complete...

Elapsed 1 seconds

© 2020 - Capita Education Software Solutions

You will then see this screen – once setup is complete it will take you to the landing page on the next slide

## Activities not yet being used



SIMS Options will be used for Guided Choices this year but not yet active

To login to this portal again either:

Go to <a href="https://www.sims-student.co.uk/">https://www.sims-student.co.uk/</a> then click the icon for Office 365 and enter your school email address and password

OR

Search for the SIMS Student app on the Play store (android) or App Store (iOS), install and login there on your phone

