
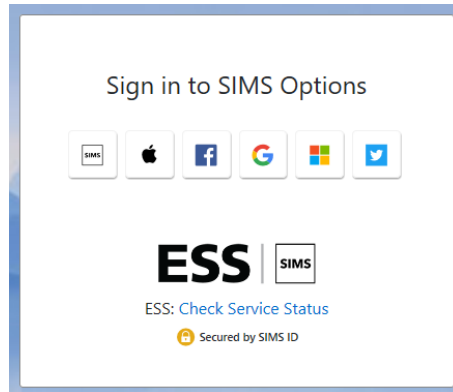
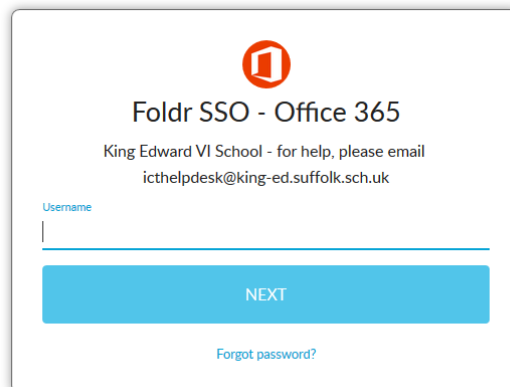


SIMS Options Online: A Guide for Students

1. Type this address into your web browser: <https://www.sims-options.co.uk>
2. This screen below will open and you need to click on 



3. Enter your school student email address and click “Next” and the screen below will appear, you will need to enter your student number and click “Next” and then enter your usual password



4. The Options screen will open up, showing your name and this page:

Option 1 List		Priority Choices	
You have chosen 0 of 1 courses from this list		(Total Choices: 0)	
Computer Science GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	German GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	Course priorities do not need to be sorted by order of preference.	
French GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	Geography GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	No priority courses selected.	
History GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	Spanish GCSE 9 - 1 Full Course <small>This course is also available in Option 2,3,4</small>	My Choices (Total Choices: 0)	
		To change your order of preference select a choice and click the position in the list you would like to move it to.	
		No courses selected.	
Option 2,3,4		My Reserves	
You have chosen 0 of 3 courses and 0 of 2 reserves from this list		(Total Reserves: 0)	
Art GCSE 9 - 1 Full Course Reserve	Business GCSE 9 - 1 Full Course Reserve	To change your order of preference select a reserve and click the position in the list you would like to move it to.	
Child Development Cambridge Nationals Certificate Level 1 & 2 Reserve	Computer Science GCSE 9 - 1 Full Course Reserve <small>This course is also available in Option 1 List</small>	No reserves selected.	
Drama GCSE 9 - 1 Full Course Reserve	Economics GCSE 9 - 1 Full Course Reserve		
Engineering Level 1/2 Certificate Reserve	French GCSE 9 - 1 Full Course Reserve		
Food & Nutrition GCSE 9 - 1 Full Course Reserve	Film Studies GCSE 9 - 1 Full Course Reserve		
Geography GCSE 9 - 1 Full Course Reserve	Geography GCSE 9 - 1 Full Course Reserve		

5. Follow the instructions on the screen. From Option 1 List, you must choose **one option**.
6. Select a subject as your option by clicking on the name of the subject from the blue boxes below and your choice will transfer to the right-hand side of the screen into “Priority Choices”.

7. In the example below, we have chosen “Computer Science” as our first option (shown in dark blue):

The screenshot shows the 'Option 1 List' and 'Option 2,3,4' sections. In the 'Option 1 List', 'Computer Science' is selected. In the 'Option 2,3,4' section, 0 of 3 courses and 0 of 2 reserves are selected. On the right, the 'Priority Choices' section shows 'Computer Science' as the only choice, and the 'My Choices' section is empty.

8. If you make a mistake or change your mind, you can click on the subject again and it will reverse your choice.
9. To make your remaining options go to the Options 2,3,4 List and choose **3 options** and **2 reserves**.
10. Your 4 choices and 2 reserves will be shown on the right-hand side of the screen (example below):

The screenshot shows the 'Priority Choices' section with 'Computer Science' as the only choice. The 'My Choices' section shows three choices: 'Art', 'Business', and 'German'. The 'My Reserves' section shows two reserves: 'History' and 'Psychology'.

11. When you have finalised your choices click on the “Save” cloud underneath your name at the top of the page. You can revisit the Options website and change your choices until the deadline of **Friday 4 March**, when your options will be locked. If you have any difficulties logging in or using the site, please see Miss Diamond in the Exams and Data Office or by email: ks3options@king-ed.suffolk.sch.uk

