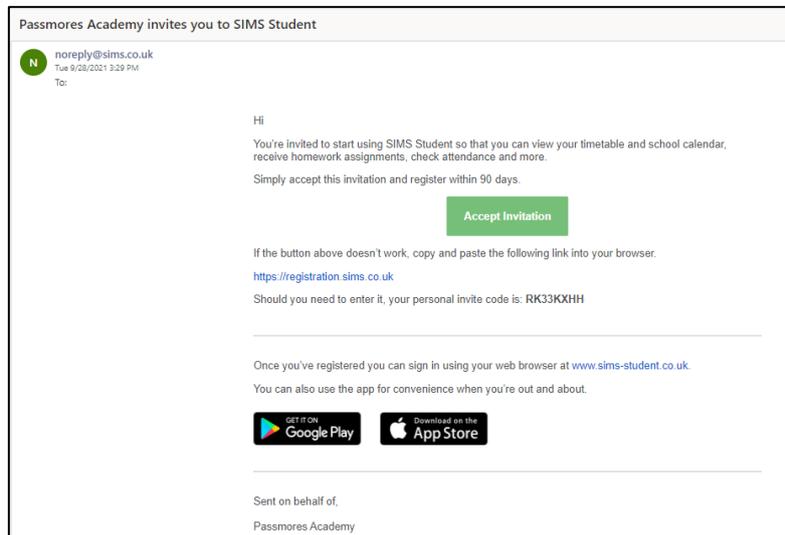


## How to register and log in to your SIMS Student account (Year 8 and 10)

An email as shown below from [noreply@sims.co.uk](mailto:noreply@sims.co.uk) will be sent to your school email address inviting you to join SIMS Student.

Please click the green “Accept Invitation” button.

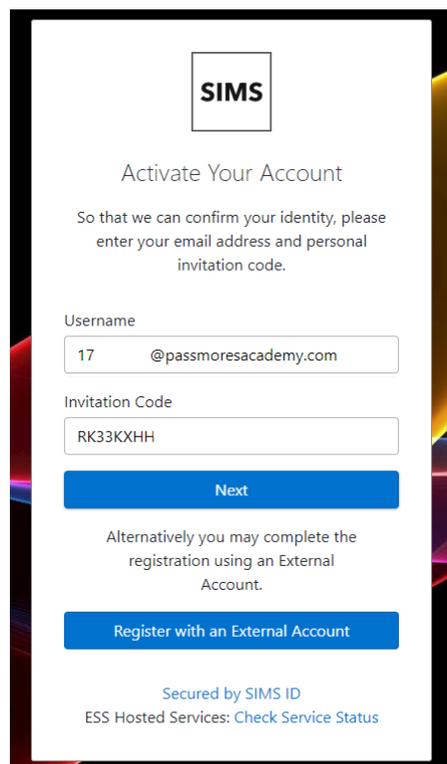


Please enter your school email address in the username/email address box. This will be the year that you started at Passmores, then your surname and first initial, followed by “@passmoresacademy.com”.

For example, if your name is Jane Doe and you are in year 11, your school email address will be “17doej@passmoresacademy.com”.

Your invitation code may have already copied over, if not this can be found in the original invitation email shown above.

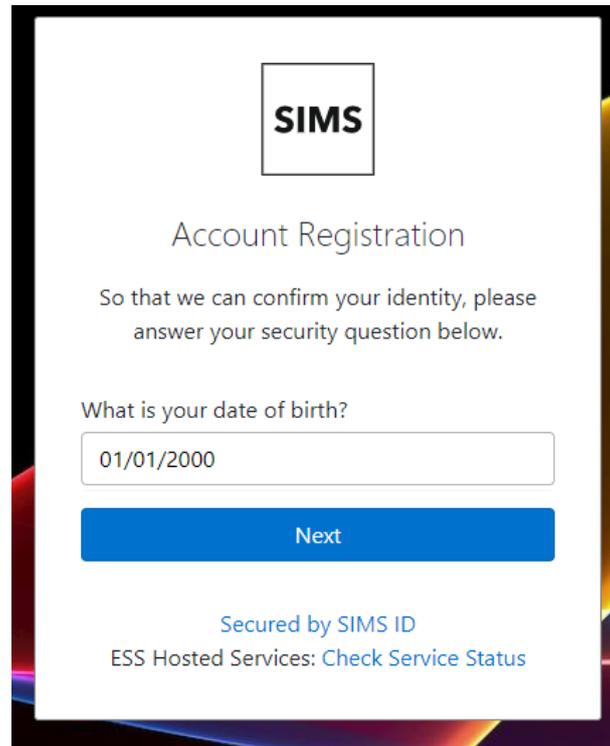
Please click “Next”.



The screenshot shows the SIMS 'Activate Your Account' registration screen. At the top is the SIMS logo. Below it, the text reads 'Activate Your Account' and 'So that we can confirm your identity, please enter your email address and personal invitation code.' There are two input fields: 'Username' with the value '17 @passmoresacademy.com' and 'Invitation Code' with the value 'RK33KXHH'. A blue 'Next' button is positioned below the input fields. Below the button, there is a link: 'Alternatively you may complete the registration using an External Account.' At the bottom of the form is a blue button labeled 'Register with an External Account'. The footer of the screen includes the text 'Secured by SIMS ID' and 'ESS Hosted Services: [Check Service Status](#)'.

Please enter your date of birth in **DD/MM/YYYY** format.

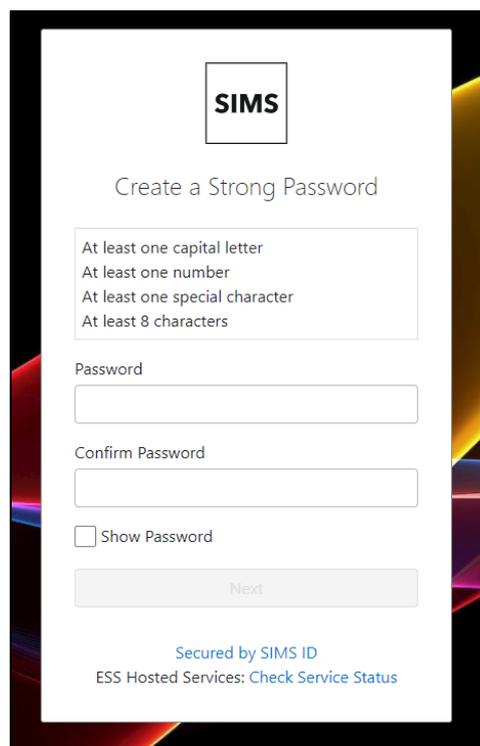
When entered, please click “Next”.



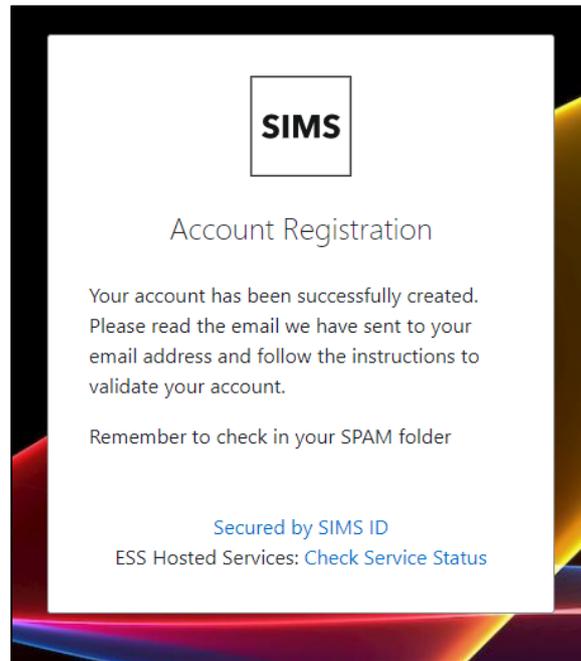
The image shows a screenshot of the SIMS Account Registration page. At the top center is the SIMS logo. Below it is the title "Account Registration". A message reads: "So that we can confirm your identity, please answer your security question below." The question is "What is your date of birth?". A text input field contains "01/01/2000". Below the input field is a blue button labeled "Next". At the bottom, it says "Secured by SIMS ID" and "ESS Hosted Services: [Check Service Status](#)".

You will then need to create a strong password that is at least 8 characters, including a capital letter, number, and special character.

Please click “Next”.

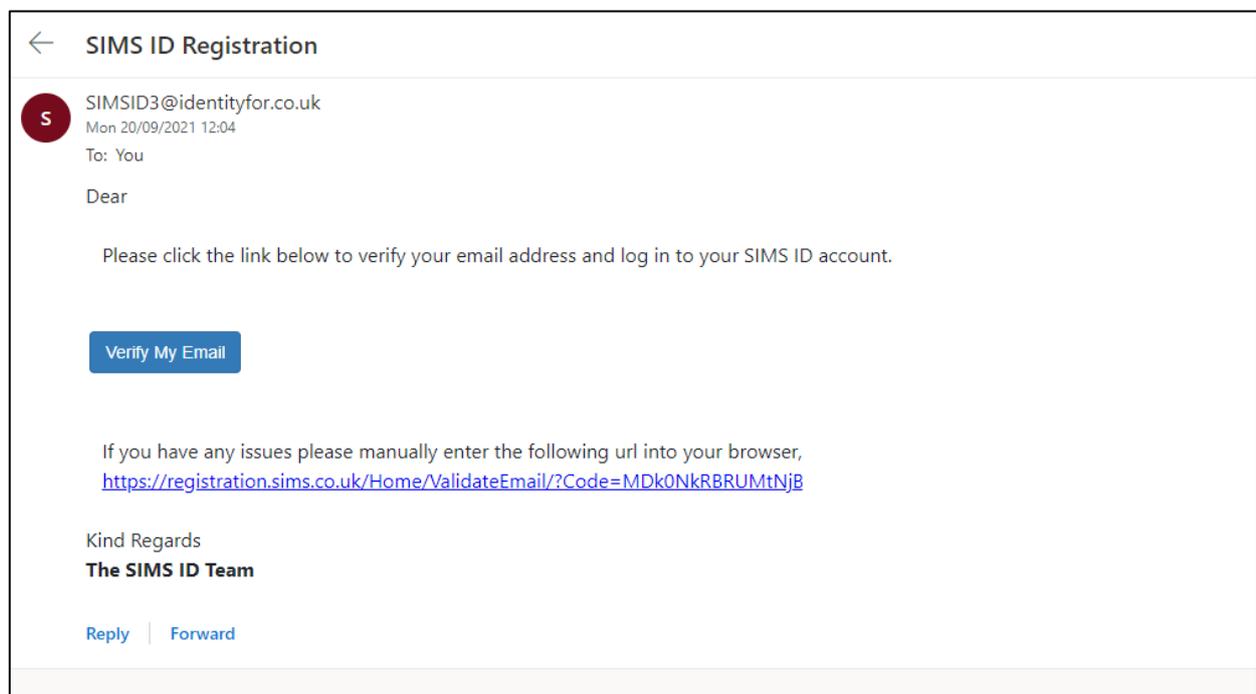


The image shows a screenshot of the SIMS "Create a Strong Password" page. At the top center is the SIMS logo. Below it is the title "Create a Strong Password". A box lists the password requirements: "At least one capital letter", "At least one number", "At least one special character", and "At least 8 characters". Below this are two text input fields labeled "Password" and "Confirm Password". There is a checkbox labeled "Show Password" which is currently unchecked. Below the input fields is a grey button labeled "Next". At the bottom, it says "Secured by SIMS ID" and "ESS Hosted Services: [Check Service Status](#)".

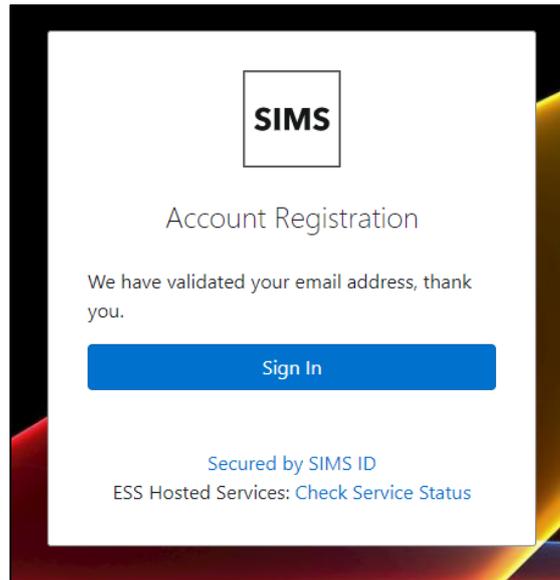


You will then see confirmation of your account registration. Another email will be sent to you to verify your email address. Please go back to your email inbox, and open the email titled "SIMS ID Registration".

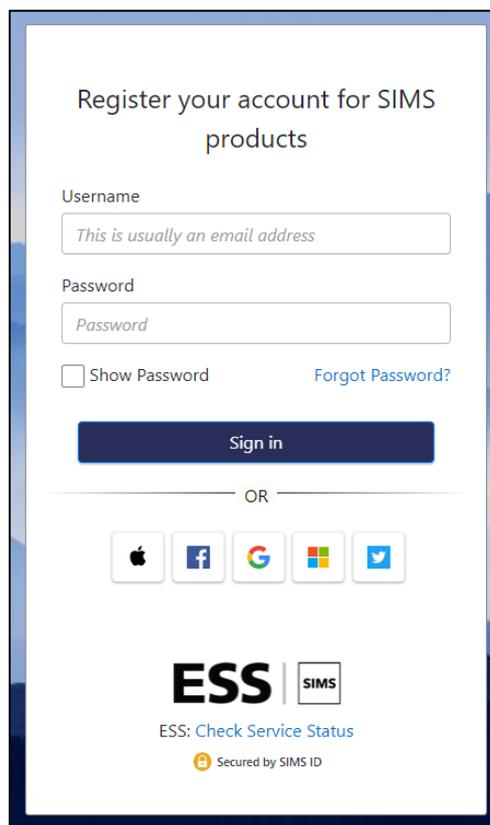
Please click the blue "Verify My Email" box.



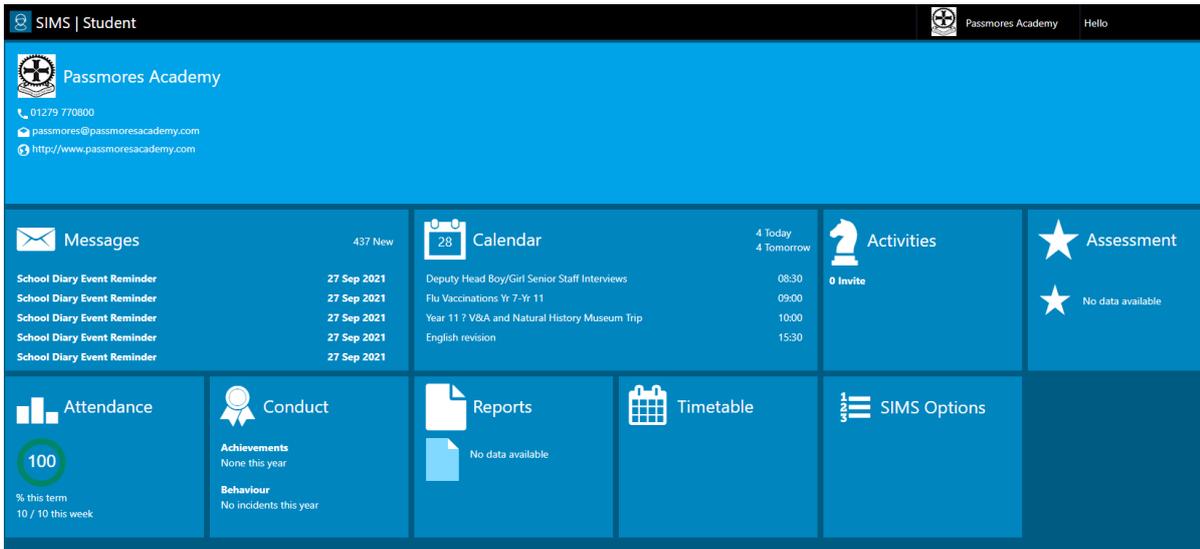
Confirmation of your account validation will be shown as below. Please click "Sign in".



Please enter your email address and the password that you created and click "Sign in".



Your SIMS Student account has now been registered and validated. You will now see your SIMS Student homepage, as shown below.



You will be able to sign into the SIMS Student App via the website at [www.sims-student.co.uk](http://www.sims-student.co.uk) or by downloading the SIMS Student App from the Google Play Store or the Apple App Store.

Please click the “SIMS” icon and enter your email address and password that you previously created and click “Sign in”.

