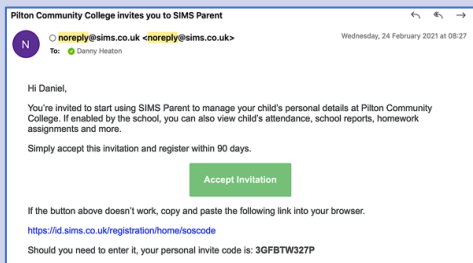


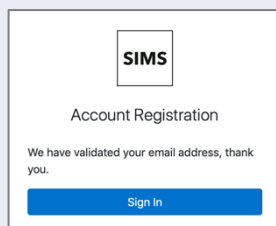
A PARENTS' GUIDE TO SELECTING OPTIONS SUBJECTS



Step 1: Invite email and registration

You will have received an email from noreply@sims.co.uk inviting you to use SIMS parent. This is our online Pathways Portal

- Click the Accept Invitation button
- This will take you to a registration webpage
- Enter the invite code found in the email
- Enter your child's date of birth
- Create a password



Step 2: Validate your email

You will then receive an email from SIMSID3@identityfor.co.uk asking you to validate your email

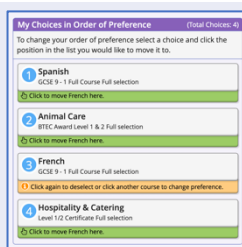
- Click the link to validate your email
- You will be taken to a screen which confirms registration
- You can now sign in with your email and password



Step 3: Making the choices

You will be presented with all of the Pathways subjects on the left of the screen

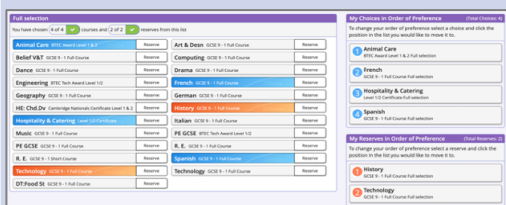
- Click on four subjects that you wish to choose
- These subjects should then appear in blue and will be summarised on the right of the screen
- If you wish to unselect a subject, just click the subject again



Step 4: Order of preference

On the right-hand side of your screen, make sure the choices are labelled 1 – 4 in the correct order of preference. (1 = most preferred)

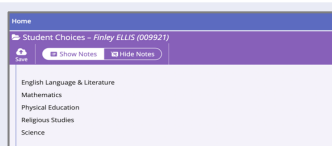
- Click on the subject you wish to move
- Click the green bar where you wish to move the subject



Step 5: Select your reserves

If we cannot allocate you to one of your chosen subjects we will need to use a reserve. You need two reserve subjects

- Click a subject you wish to add as a reserve subject
- Click on the reserve button
- The subject will change to an orange colour



Step 6: Save your choices

Please make sure you save your choices. Click on the save cloud at the top left side of the screen



Step 7: If you wish to sign in and make changes

We have created a link to the sign-in page on our Pathways website for ease of navigation if you wish to make any changes

IF YOU REQUIRE ASSISTANCE, PLEASE CONTACT MR HEATON, MRS ELSTON OR EMAIL PATHWAYS@PILTON.COLLEGE