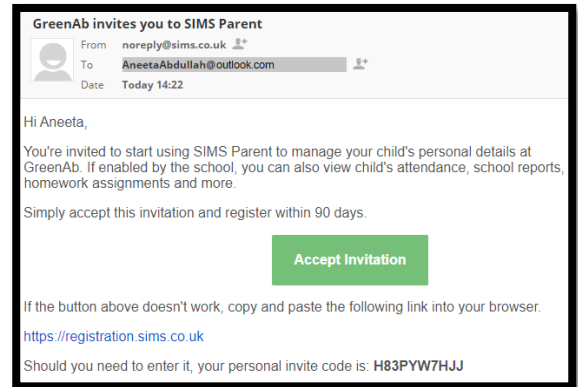


# Setting up an account for SIMS Parent App

1. To avoid accidentally registering with the wrong account (especially if you are working on a shared computer), sign out of all accounts or use a private browser window.
2. Click the **Accept Invitation** button in the invitation email from noreply@sims.co.uk. If you cannot find this email, please check your SPAM/Junk folder before contacting your school.



3. The **Activate Your Account** screen is displayed. Click the **Register with an External Account** button. DO NOT ENTER A USERNAME.

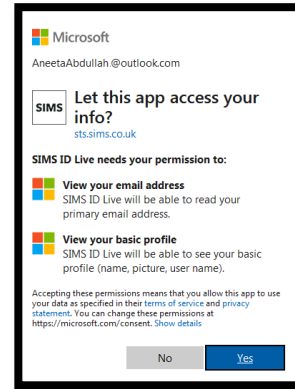
The "Activate Your Account" screen prompts the user to enter their email address and personal invitation code. The "Username" field is pre-filled with "Email address". The "Invitation Code" field contains "H83PYW7HJJ". There are two buttons: a blue "Next" button and a blue "Register with an External Account" button. Below the buttons, it says: "Alternatively you may complete the registration using an External Account." A red arrow points from the "Register with an External Account" button in this screenshot to the next screenshot.

4. Select one of these Third-Party providers to register: Apple ID, Facebook, Google, Microsoft/Office 365 or Twitter. On clicking one of these buttons, you will be transferred to the Third Party to complete standard account authentication. \*Please use a method that you know your username and password to.

The "Register your account for SIMS products" screen has a "Username" field with the placeholder text "This is usually an email address" and a "Password" field with the placeholder text "Password". There is a "Show Password" checkbox and a "Forgot Password?" link. A blue "Sign in" button is at the bottom. Below the button, it says "OR" and there are five social media icons: Apple, Facebook, Google, Microsoft, and Twitter. A red arrow points from the "Register with an External Account" button in the previous screenshot to this one.

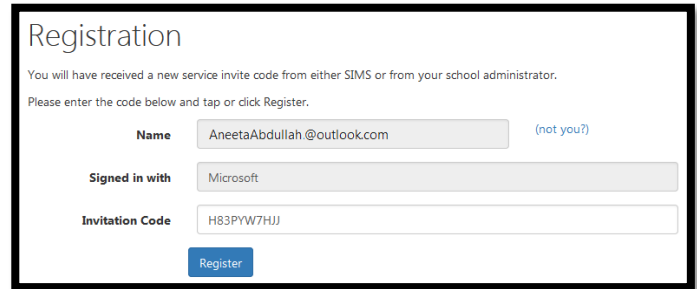
5. Sign in to your Third-Party account.

6. Click the **Yes** button to grant SIMS ID permission to access your information. This screen is only displayed the first time you register an email address with SIMS ID.



7. The **Registration** screen appears. Your email address and third party provider are displayed so you can confirm you have used the intended credentials.

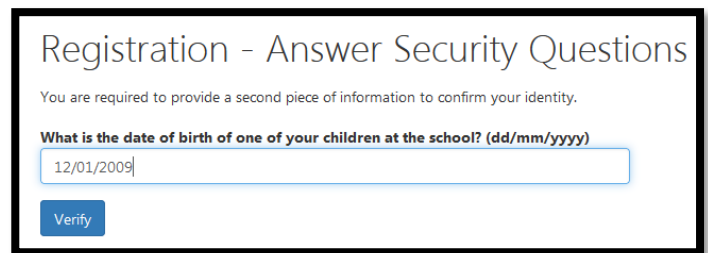
Paste **your personal invite code** from your invitation email into the **Invitation Code** field. Click the **Register** button.



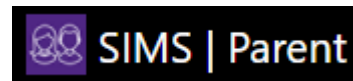
8. At the **Account Registration** screen, answer the security question and click the **Verify** button.

This is for security purposes only. This information will not be used in the SIMS Online Services system.

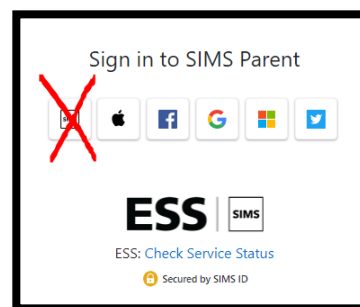
Your account is set up and configured. On completion, your SIMS Online Service launches.



9. Download the Parent App from either the Google Play store or the Apple Store. Search for: SIMS Parent



10. On the sign in page select the option that you used to register e.g. Facebook; Twitter etc. Log in using your credentials.



11. The Parent App welcome screen will be displayed.

