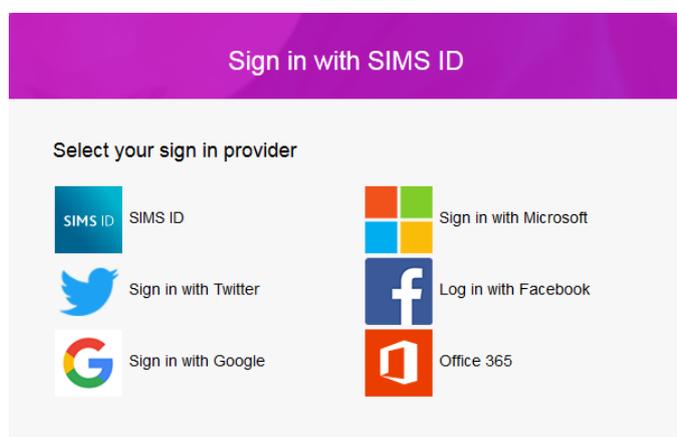


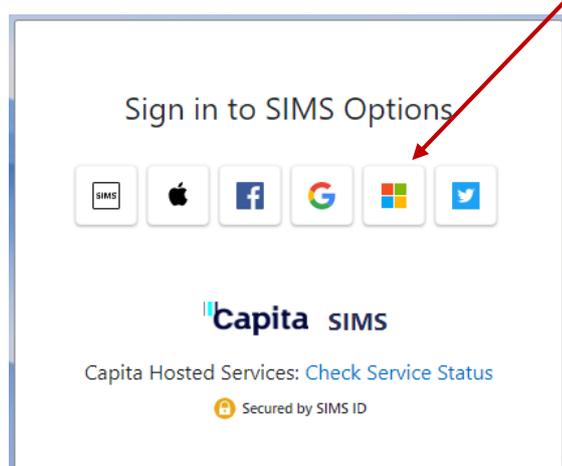
## Student Guide for using SIMS Options Online

1. You will have received a registration email from [noreply@sims.co.uk](mailto:noreply@sims.co.uk) containing a unique invitation code. If you have not yet received a registration email, please check your junk folder. If you still do not find it please email [rwiltshire@saintolaves.net](mailto:rwiltshire@saintolaves.net) for it to be resent.
2. Follow the link in the email to be directed to the **Sign in** page. It is important that you choose the Account Type of **Office365** then you **MUST** use your school account details. For verification purposes, you are required to enter your Date of Birth.
3. Once the registration process is complete, you can go to the following URL for SIMS Options Online <https://www.sims-options.co.uk> where you will be able to choose your GCSE Options for Year 9.

*You may see this sign in screen and should choose Office 365, then enter your school account details as in the registration process.*



*If you see this sign in screen, choose the Microsoft button, then log in with your school account*



4. Once on the Options Online website you should see this screen and can begin to choose your subjects. Chosen subjects will appear in the boxes on the right.

Students at St Olave's take 10 ½ GCSEs. The following subjects, six and a half GCSEs in total, are compulsory:

- English Language and English Literature
- Mathematics
- Biology, Chemistry and Physics
- Religious Studies (half-course GCSE).

Please use this form to select your four option choices. Further information can be found on the [GCSE Options Page](#) on the school website. This form must be completed by **Monday 8 March 2021**.

**Choice 1 Humanities (A)**  
Every student must choose either Geography or History

You have chosen 0 of 1 courses from this list

<b>Geography</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>History</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>
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**Choice 2 Languages (B)**  
Every student must choose a language from the list below

You have chosen 0 of 1 courses from this list

<b>French</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>German</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>
<b>Latin</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>Spanish</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>

**My Choices in Order of Preference** (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.

**My Reserves in Order of Preference** (Total Reserves: 0)  
To change your order of preference select a reserve and click the position in the list you would like to move it to.  
No reserves selected.

5. Choose a Humanity subject in the Choice 1 box.

**Choice 1 Humanities (A)**  
Every student must choose either Geography or History

You have chosen 1 of 1 courses from this list

<b>Geography</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>History</b> GCSE Full Course <small>You have selected this course in Choices 3 &amp; 4</small>
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6. Choose a Language in the Choice 2 box

**Choice 2 Languages (B)**  
Every student must choose a language from the list below

You have chosen 1 of 1 courses from this list

<b>French</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>German</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>	<b>Latin</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>
<b>Spanish</b> GCSE Full Course <small>This course is also available in Choices 3 &amp; 4</small>		

7. Select your remaining two choices by clicking the subject names in the Choices 3 & 4 box.

8. Select 2 Reserve choices by clicking the Reserve button next to the relevant subjects.

9. It is VERY IMPORTANT that the Choices are then put into the correct order of preference. On the right hand side click a course then click which position you want it to be in, the list will then change order. Repeat to put the Reserves into the correct order of preference.

10. Once the choices have been made, click Save at the top of the page (or at any time during the process). Changes can be made until the deadline of 8<sup>th</sup> March.