

STUDENT GUIDE TO SELECTING OPTION CHOICES VIA OPTIONS ONLINE

1. You should log onto your SIMS app page on your device
2. You will see a 'SIMS Options' tile at the bottom of the SIMS homepage – click this
3. Once logged on, you will see the following screen:

Pathway: A

Humanities

Please note it may not always be possible to give you your preferred choice.

You have chosen 0 of 1 courses and 0 of 1 reserves from this list

Geography GCSE Full Course <small>This course is also available in Options</small>	Reserve	History GCSE Full Course <small>This course is also available in Options</small>	Reserve
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Options

Please choose two options and two reserves. We will try our best to give you at least one of your first choices, but it may not always be possible to give you both first choices. If you would like to choose a language, it must be the one you have been studying. Please note: Informatio is Information Technology.

Please be aware that if you choose both Art and Textiles you will only be considered for one of them, and if you choose both DT and Construction you will only be considered for one of those.

You have chosen 0 of 2 courses and 0 of 2 reserves from this list

Art GCSE Full Course	Reserve	Bs St GCSE Full Course	Reserve	Construction & Built env Cambridge Nationals Certificate Level 1 & 2	Reserve
Ch Dev. Cambridge Nationals Certificate Level 1 & 2	Reserve	Computing GCSE Full Course	Reserve	Drama GCSE Full Course	Reserve
Design Tech GCSE Full Course	Reserve	Food Techn GCSE Full Course	Reserve	French GCSE Full Course	Reserve
Geography GCSE Full Course <small>This course is also available in Humanities</small>	Reserve	History GCSE Full Course <small>This course is also available in Humanities</small>	Reserve	Informatio Cambridge Nationals Certificate Level 1 & 2	Reserve
Music GCSE Full Course	Reserve	Physical E GCSE Full Course	Reserve	Spanish GCSE Full Course	Reserve
Textiles GCSE Full Course	Reserve				

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.

4. You must then select your GCSE Options by clicking the subject name. This will turn the subject blue and generate a list in the top-right hand corner of the page:

Pathway: A

Humanities

Please note it may not always be possible to give you your preferred choice.

You have chosen 1 of 1 courses and 0 of 1 reserves from this list

Geography GCSE Full Course <small>This course is also available in Options</small>	Reserve	History GCSE Full Course <small>This course is also available in Options</small>	Reserve
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Options

Please choose two options and two reserves. We will try our best to give you at least one of your first choices, but it may not always be possible to give you both first choices. If you would like to choose a language, it must be the one you have been studying. Please note: Informatio is Information Technology.

Please be aware that if you choose both Art and Textiles you will only be considered for one of them, and if you choose both DT and Construction you will only be considered for one of those.

You have chosen 2 of 2 courses and 0 of 2 reserves from this list

Art GCSE Full Course	Reserve	Bs St GCSE Full Course	Reserve	Construction & Built env Cambridge Nationals Certificate Level 1 & 2	Reserve
Ch Dev. Cambridge Nationals Certificate Level 1 & 2	Reserve	Computing GCSE Full Course	Reserve	Drama GCSE Full Course	Reserve
Design Tech GCSE Full Course	Reserve	Food Techn GCSE Full Course	Reserve	French GCSE Full Course	Reserve
Geography GCSE Full Course <small>You have selected this course in Humanities</small>	Reserve	History GCSE Full Course <small>This course is also available in Humanities</small>	Reserve	Informatio Cambridge Nationals Certificate Level 1 & 2	Reserve
Music GCSE Full Course	Reserve	Physical E GCSE Full Course	Reserve	Spanish GCSE Full Course	Reserve
Textiles GCSE Full Course	Reserve				

My Choices in Order of Preference (Total Choices: 3)

To change your order of preference select a choice and click the position in the list you would like to move it to.

- 1 Geography
GCSE Full Course Humanities
- 2 Design Tech
GCSE Full Course Options
- 3 Spanish
GCSE Full Course Options

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. Remember – you must select either Geography or History in the 'Humanities' block, with your other choices coming from the larger 'Options' block. You can choose to study both Geography and History, selecting one of the subjects from the 'Options' block.

6. You must then select three reserve subjects. These subjects will be allocated if a first-choice option is oversubscribed. Details on how this process operates can be found in the Options Presentation and in the Curriculum, Teaching, Learning, Assessment and Feedback Policy on the school website. Your reserves should be selected by clicking the 'Reserve' button next to each subject name. This will turn the subject orange and generate a reserve list in the bottom-right corner of the page:

The screenshot displays the 'Humanities' and 'Options' sections of a subject selection system. In the 'Humanities' section, 'Geography' and 'History' are selected as first choices, and 'Geography' and 'History' are also listed as reserves. The 'Options' section shows a grid of subjects including Art, Ch Dev, Design Tech, Geography, Music, Textiles, Bs St, Computing, Food Techn, Physical E, Construction & Built env, Drama, French, and Spanish. A warning message states: 'Please be aware that if you choose both Art and Textiles you will only be considered for one of them, and if you choose both DT and Construction you will only be considered for one of those.' To the right, two preference lists are shown: 'My Choices in Order of Preference' (Total Choices: 3) listing Geography, Design Tech, and Spanish; and 'My Reserves in Order of Preference' (Total Reserves: 3) listing History, Food Techn, and Bs St.

7. Please note you will not be able to choose a subject as both first choice and reserve. If you choose too many subjects you will get a warning to say you have chosen too many and you will not be able to save.

This screenshot shows the 'Options' section with an error message: 'Please choose two options and two reserves. We will try our best to give you at least one of your first choice first choices. If you would like to choose a language, it must be the one you have been studying.' The status bar indicates 'You have chosen 3 of 2 courses and 0 of 2 reserves from this list'. The 'Art' and 'Bs St' subjects are highlighted in blue, indicating they are first choices, while 'Ch Dev' and 'Computing' are in white, indicating they are reserves. The 'Reserve' buttons for 'Art' and 'Bs St' are disabled.

8. When you have chosen your subjects please press Save at the top left of the screen and log out on the top right.
9. Your parent/carer should then log in and tick the box confirming they are happy with your choices.

The screenshot shows a 'Parent/Carer Approval' section with a dropdown arrow next to the text 'Parent/Carer Approval' and an unchecked checkbox below it.

If you have any problems please either email datamanager@holmer.org.uk or come and see Mrs McCormack in T12 (opposite the outside door at the bottom of the Tower Block).