



**PADGATE
ACADEMY**

Accessing SIMS Student and SIMS Student User Guide

This document outlines the process for accessing SIMS Student and contains the following information:

Section 1 – Registering for SIMS Student

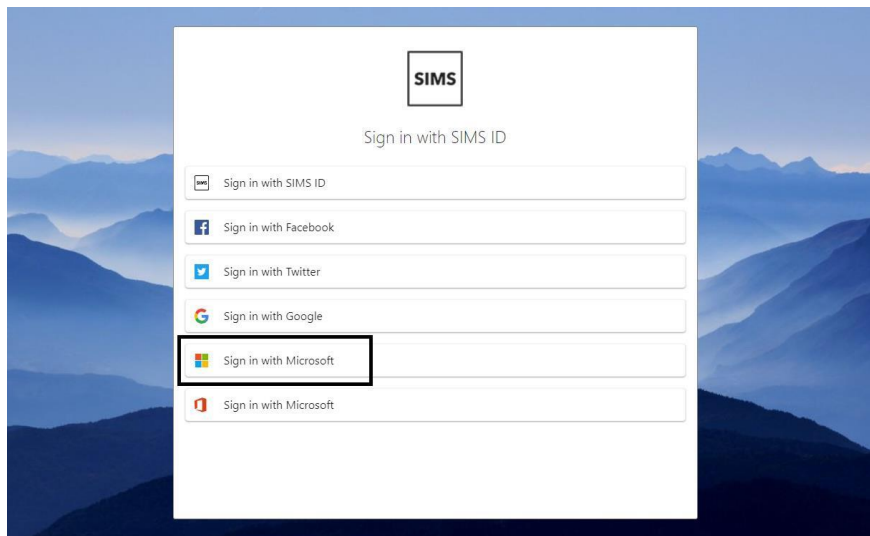
Section 2 – Accessing SIMS Student Once You Have registered

Section 3 – User Guide

'SIMS Student' does not replace your Planner which must still be kept up to date.

Section 1 - Registering for SIMS Student

You will receive a registration email from noreply@sims to your Padgate email address. Click on **Accept Invitation** and you will be taken to the following page:



1. Click on **Sign-in with Microsoft** (highlighted in the box above)
2. Enter your Padgate email address (for example, 20johsmi@padgateacademy.co.uk)
3. Enter your school computer password, accept any permissions if asked, and you will be taken to the below page:

4. **The page will have auto-filled with your details** (name, how you signed in and the invitation code from the registration email). Please check it is your name in the Name section. Click **Register** and you will be taken to the following page:

5. Enter your date of birth **in the correct format (dd/mm/yyyy) – for example 01/11/2011**

You are now activated. You only need to register once and can delete the noreply@sims email. Whenever you log in after you have registered, you follow the guide in Section 2 below.

Section 2 - Accessing SIMS Student

You now have two ways to access SIMS Student

Via the Online Portal


To access via the web, go to www.sims-student.co.uk and click on  , enter your Padgate email address (for example, 20johsmi@padgateacademy.co.uk) and your school computer password - you will be directed to your Home Page.

Via the App

Go to the Google Play or Apple App stores and download the SIMS Student App (see below). There are different versions for iPhone and iPad so please ensure you use choose the correct one.

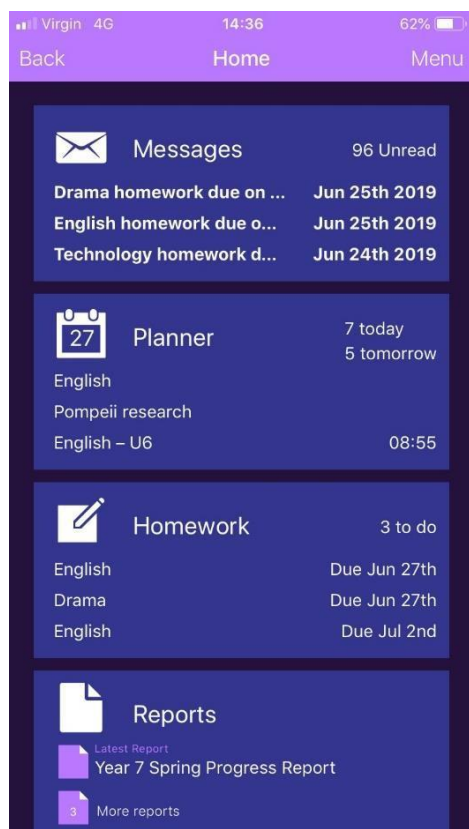


Once downloaded, open it up and click that you have completed your registration (if asked) and the Click Sign In.

Then click on  , enter your Padgate email address (for example, 20johsmi@padgateacademy.co.uk) and your school computer password (you may be asked if you want to stay signed in. Click No), and your Home Page will load.

Section 3 - SIMS Student User Guide

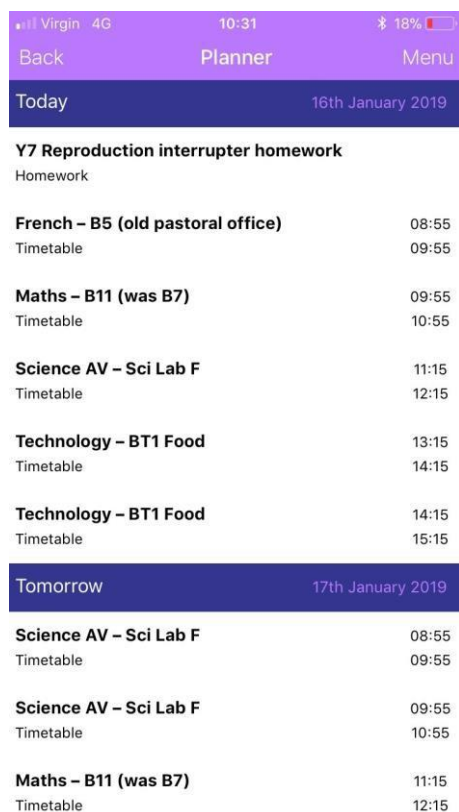
Once you have logged into the App, you will see the following home screen:



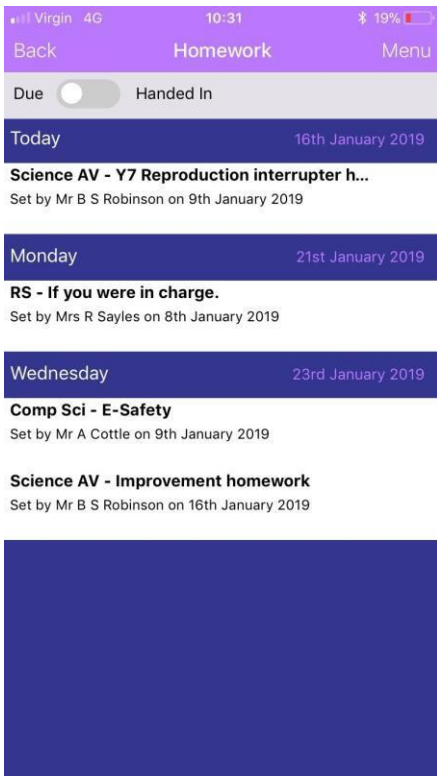
Click on Planner to see your timetable.

Click on Homework to access your homework page.

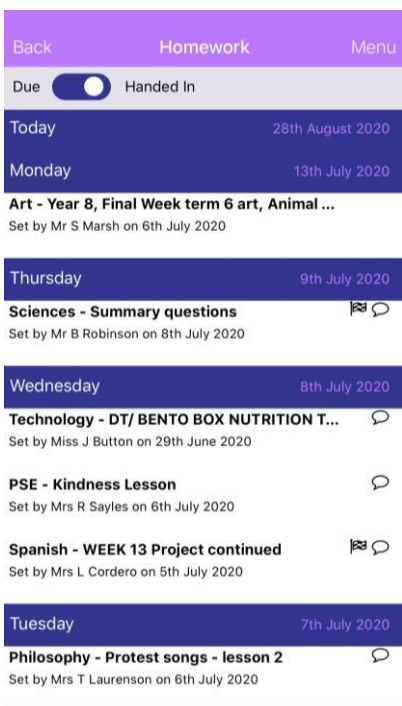
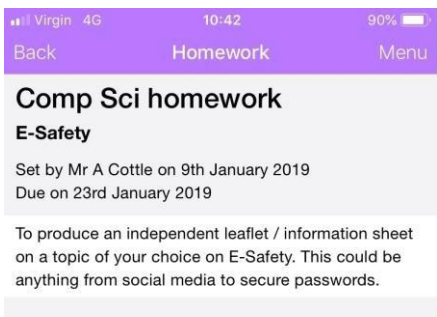
Click on Reports to access your progress reports.



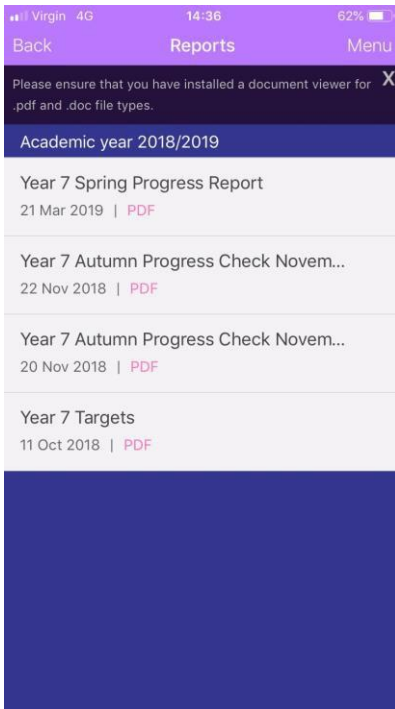
Your planner shows your timetable until the end of term and also if homework is due.



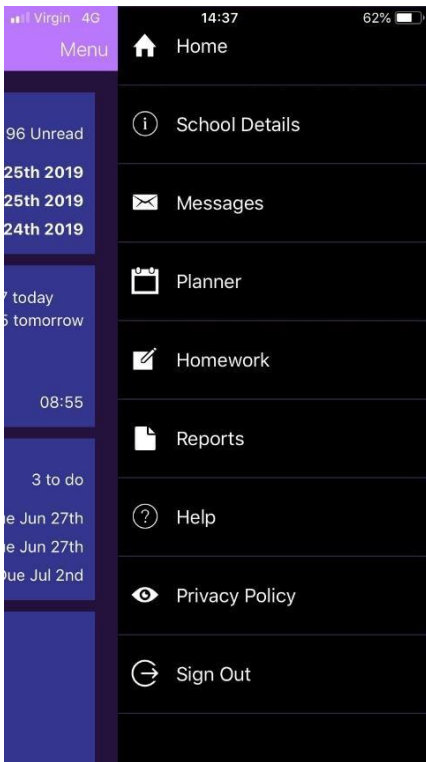
The Homework page shows all your homework and when it is due. If you click on any of the entries, it will give you all the details of the homework that has been set, when it was set and when it is due (see Comp Sci homework example below)



Once you have submitted a piece of work, if you swipe the toggle at the top of the page from 'Due' to 'Handed in' you will see all the work you handed in online. Teachers can provide feedback and grades. Click on the homework to read them (the speech bubble indicates feedback has been given).



In the Reports section you will find all your progress reports and a copy of the user guides.



If you click on Menu at the top right, a side bar will appear when you can navigate pages and see the school details and key events during the school year. Or you can click the Back button on the top left to return to the Home Screen.

The Reports page is where your Progress Reports are loaded. If you click on the report it will open in a pdf.