

Reference No. :2018 – 19/ SCH-DIR /055

28<sup>th</sup> September, 2018

Dear Parents,

**SUB: SIMS Parent App- for accessing e-report**

Since April 2018, GGS has been using the SIMS Parent App for streamlining communication between the School and the Parent Community.

**For all parents who may not have downloaded and registered the App yet, kindly follow the process mentioned in this email to successfully register and access the e-report of this term for your ward.**

1. You will receive a registration email from [noreply@simms.co.uk](mailto:noreply@simms.co.uk) containing a unique invitation code.  
*You will need this code to set up your SIMS Online Services account. If you have not yet received a registration email, please check your SPAM folder before contacting the School.*
2. IMPORTANT: To register for SIMS Online Services products, you will need one of the following accounts: Microsoft, Office 365, Google, Facebook, Twitter
3. Follow the link in the email to be directed to the Sign in page.
4. Users should register with a Microsoft, Office 365, Google, Facebook or Twitter account.
5. Click the icon for the relevant Third Party account and you will be directed to sign in using your existing details.
6. Open the email and click the link or the website URL as instructed. A new internet browser window will open and you will be asked to log in.
7. You will now be asked for an Invitation code:
8. If you were able to use click this link in the email you received, this field will be populated automatically.
9. If you had to select the web address in the email, you will need to copy the invite code from the email and paste it into the space provided.
10. Enter the Date of birth of one of your children attending the school.  
*This is for security purposes only and this information will not be used in the SIMS Parent system.*
11. Click the Register button to continue.
12. Once registration has been completed successfully, you can access your children at this school.

Disclaimer: - Parents who have already downloaded and registered with the App are not required to do so again.

**For any queries kindly contact Ms.Hira Akram, AM SIMS Support at**  
[sims.support@genesissgs.edu.in](mailto:sims.support@genesissgs.edu.in)

Best Wishes

School Director