SIMS Teacher app: Order guide for self-hosted schools

About the Teacher app order process for self-hosted schools

- In order to complete the installation, the school must order the Teacher app and receive the activation email. This email details the setup information needed as you work through the installation wizard.

- The installation will connect the Teacher app service to the school's SIMS system but will not include the activation of staff accounts or the association of school devices – this has to be completed by a nominated school administrator within the school's Teacher app management console.

- Once the Teacher app has been installed for the school, login details for the school's Teacher app management console will be sent to a nominated contact at the school. This will allow the administrator at the school to access the management console and complete the setup and activation of staff accounts.

What you need to do:

The following information details the steps needed to get the Teacher app installed for your school:

1. Order the SIMS Teacher app online at https://teacherapp.sims.co.uk/orderteacherapp.

2. Once the order has been verified, you will receive your SIMS Teacher app activation email.
   This email contains an activation link required to complete the installation.

3. Follow the activation link and work through the installation wizard, copying the activation key provided in the wizard into your SIMS Services Manager configuration.

   IMPORTANT: Ensure that the full details of the person designated as the SIMS Teacher App administrator are included during the setup process (Forename, Surname, email address).

4. Ensure that your school's internet connection is ready to use for the SIMS Teacher app. This is detailed in the next section.

5. Once the installation has been completed, the nominated SIMS Teacher app administrator at the school can then complete the setup by authorising devices and activating staff accounts.

Getting started with the Teacher app at your school:

Ensuring your school's internet connection is ready for the Teacher app

As the SIMS Teacher app uses secure data connections to transfer data from SIMS to the school staff's tablet devices using the app, it is very important to ensure that any internet connections into the school have the required port open and URLs (web addresses) whitelisted.

Because many schools and their internet providers often use firewalls, web filtering and proxy servers for security, your Teacher app service may not work correctly if you do not make sure the required connection ports are opened.

It is recommended that you contact your Network Manager at the school, your Local Authority or a contact at your Internet Service Provider (ISP) to discuss the following requirements.

Ports:

▪ The SIMS Teacher app service requires outbound HTTPS connection through TCP port 443

URLs/website addresses:

The Teacher app service requires the following URLs (web addresses) to be whitelisted in any proxy server, firewall or web filtering system in use on the school network:

▪ *.servicebus.windows.net (Note that the wildcard is important)
▪ www.simsteacherappactivation.co.uk
▪ www.simsteachermanagement.co.uk
▪ teacherapp.sims.co.uk
▪ teacherappsetup.sims.co.uk

NOTE: These URLs must be whitelisted where any proxy server, firewall or web filtering system is in use.

Further information and useful guides to help get started

To help get started with the Teacher app at your school we have a range of useful guides available:

▪ SIMS Teacher app System Setup Guide
▪ SIMS Teacher app Administrator Guide
▪ SIMS Teacher app Office 365 Integration Guide
▪ SIMS Teacher app Teacher Getting Started Guide, iOS
▪ SIMS Teacher app Teacher Getting Started Guide, Windows

Further information and links to useful documents, resources, quick guides and information to help you make the most of the app for your school are available through the support portal.