

To Begin:

1. **Navigate** to the BankExec website (<https://bx30.aba.com/>) using any supported internet browser. To ensure your system (device and browser) is compatible, [click here](#) to view the ABA's elearning system check one-pager.
2. **CLICK on forgot your password.** Enter your email address for your Username. The system will email you your password. You can then change the password once you login. ***Make note of your password – you will need it during each BankExec decision.*** Password: _____
3. **Retrieve the BankExec Online Interface Tutorial.** Once you login, you will see the BankExec home page. In the top left, you will see a menu bar. Select the  drop-down menu. Select the 'Help Resources' buttons and then **Getting Started with BankExec.**
4. **Review the video tutorials.** Select the  drop-down menu. Select the 'Help Resources' buttons and then the 'Videos' tab. Select the video titled "How to Play" as well as other videos of interest to familiarize yourself with the BankExec Interface.
5. **Retrieve the BankExec Decision Manual.** Select the  drop-down menu. Select the 'Help Resources' buttons and then **Participant Decision Manual.** Read over and become familiar with the manual. Students who read the manual are at a significant advantage over those who do not. ***Please print or save a copy of the manual and have it handy during the competition. This is the same manual you've already been sent, this step just shows you how to access through the simulation if needed.***
6. **Retrieve the BankExec Starting Position.** The BankExec starting position can be found under the 2026 Simulation: **Reports / Starting Data / Printable PDF of Starting Position.** This is your starting position for the simulation that you should become familiar with. ***Please have a printed copy to make notes on during Sunday's session. This is the same starting position you've already been sent, this step just shows you how to access through the simulation if needed.***
7. **Situation Analysis.** Please familiarize yourself with the Bank's starting position.
8. **Informational Forms.** These forms will be useful when analyzing output from the Simulation. These forms are contained in this manual.

PRE-SESSION ASSIGNMENT

1. Now take a run at making some decisions. This is a test run and there are no wrong decisions, for now.
 - a. Click on Decision Status and create a Decision Set
 - b. Click on Securities
 - Purchase a Treasury Bill
 - Purchase an Agency Bond
 - Sell Securities #129 & 106
 - c. Click on Loans
 - Raise Business Term Loans 50 basis points, change Credit Policy to a 3 and Business Development to High and increase maximum outstanding to 500.
 - Sell Loan #206
 - d. Click on Deposits
 - Raise Individual Savings rate 100 basis points, increase Business Development to the highest level.
 - Double your Salaries for Business Development and for Advertising and Promotion
 - e. Click on Treasury Decisions
 - Purchase \$5MM in Repos
 - Decrease Dividends per share by .10
2. On each decision page, read the Basic Strategy. Move your mouse over the top decision box in each category to see how to enter your data.
3. **Click on Run/Submit.** Both the Run/Submit and the “What-If” button have been disabled for the Pre-Session. Run/Submit will be available for the competition. The Fellows will review “What Ifs” so await further instruction from them before utilizing this.

At school, you will face tough competition from the other banks in your community. The above course materials will help prepare you for that competition and help you become familiar with the financial model and documents.