



Teacher Checklist: Getting Started

1. Set Up Your Classroom

- ☐ [Register for MyCI](#)
- ☐ Log in or create an account
- ☐ Create a new classroom
- ☐ Add students (new or existing)
- ☐ Distribute student login credentials

2. Customize Your Simulation

- ☐ Select difficulty level
 - Beginner, Growth, Advanced)
- ☐ Choose investment types
 - Stocks, ETFs, bonds, etc.
- ☐ Assign characters with goals
- ☐ Set simulation timeline
- ☐ Configure market events

3. Finalize & Launch

- ☐ Review and confirm all settings
- ☐ Enter simulation environment
 - ***Do before students log in*****
- ☐ Explore dashboard and controls

4. Introduce Simulation to Students

- ☐ Explain: What is investing?
 - Short-term vs. Long-term
- ☐ Introduce the 4 investing pillars:
 - Goals
 - Cost
 - Discipline
 - Balance
- ☐ Set expectations: **habits, not just returns**

5. Support Student Onboarding

- ☐ Ensure students log in successfully
- ☐ Help students reset passwords if needed
- ☐ Confirm students:
 - Selected a character
 - Created initial portfolio

6. Launch Simulation

- ☐ After all students selected character and created initial portfolio, launch simulation

7. Facilitate Core Simulation Moments

Use these key checkpoints to guide learning:

- ☐ Portfolio creation discussion
- ☐ Market event / shock reflection
- ☐ Rebalance period discussions
- ☐ Leaderboard reflection
 - Habits vs. outcomes

8. Monitor Progress

- ☐ Track student portfolios in dashboard
- ☐ Review scores across the 4 pillars
- ☐ Read student reflections
- ☐ Encourage peer discussion/strategy sharing

9. Ending Simulation

- ☐ Review final scores
 - Focus on habits, not ranking
- ☐ Facilitate reflection discussion:
 - What did you learn?
 - What would you do differently?
- ☐ Option: Relaunch simulation at higher level

10. Share Feedback

We'd love to hear how the simulation went.

Please e-mail what you liked and what can be improved to sean_crossley@vanguard.com