Model Guide Boxes

**Box 1. Steps to Guide a Model Session**

**Setup**

1. Identify a Session Guide (may also participate).
2. Download the file **LakeMeadWaterBankDivideInflow.xlsx** to your computer.
3. Move the Excel file to your Google Drive. Open as a Google Sheet.
4. Open the **Versions** Worksheet to see updates.
5. Duplicate the **Master** Worksheet to save a blank version for later use.
6. Invite 1 or more participant(s) to join the Google Sheet.
   1. In the upper right of the Google Sheet, click the **Share** button.
   2. Add emails, and set permissions so participants can access the Google Sheet. Or copy and share the sheet's URL.

**Play**

1. On the **Master** Worksheet, scroll down Column A. Participants enter values in row blocks with **Blue Text**.
   1. For example, in Rows 4-10, participants select a **User,**  articulate the User's **vulnerability to water shortages**, and define a **strategy to manage vulnerability. If fewer than 6 participants, participants select multiple users**.
   2. Enter the Lake Mead starting storage in **Cell B19**.
   3. On **Row 20, Column B**, the Reclamation user sets the elevation for the protection zone - Lake Mead will never fall below this level.
   4. In **Cell B21**, enter the total Water Conservation Account (Intentionally Created Surplus) Balance. This value includes California, Arizona, Nevada, and Mexico.
   5. Enter the Lake Mead Inflow for Year 1 in **Cell C28**. Cells below will populate.
   6. Participants continue to enter values in Year 1 (Column C) down to **Row 109** in row blocks with **Blue Text**.
2. Move to Year 2 (Column D). Enter a new Lake Mead Inflow in **Cell D28**.
3. Find linked help for each row in **Column N**.

ions (Law of River).

1. See **ReadMe-Directions** Worksheet for these directions and descriptions of all worksheets in the Workbook.

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