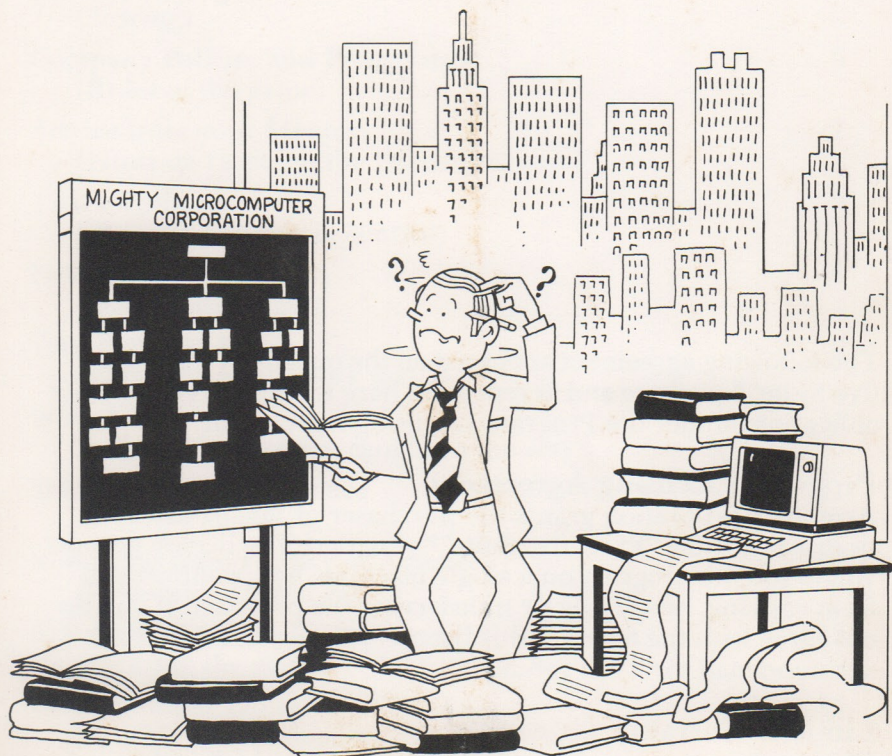


Executive Suite

CAREER PLANNING AID



I want to be a decision maker, but I can't decide where to start!

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Limited Warranty

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Career Planning Aid (Executive Suite Handbook)

The following reference sections will help you thrive in Mighty Microcomputer Corporation (MMC) and help you reach the coveted Executive Suite:

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The Pleasurable Pursuit of the Executive Suite

In the stressful grind of day-to-day business, you can sometimes lose sight of what really makes life worthwhile. Besides money.

Fortunately, there's a solution.

Executive Suite. The ideal diversion for those days when traffic is especially thick outside, your work is tied up in word processing, your boss is unreasonable, or you don't want to rush home to whomever. Or when increasing your psychic income seems more important than hustling for another raise.

A dash up the corporate ladder at the Mighty Microcomputer Corporation will entertain you, challenge you, and perhaps sharpen some of your business skills. If you're a computer novice, it can help you feel more comfortable with these small devices.

That's the rationale, anyway. Try it on your boss when he asks why you're playing instead of working. If you don't have a boss, don't worry. The real reason for playing Executive Suite is much simpler.

It's a whole lot of fun.

What is MMC?

The Mighty Microcomputer Corporation (MMC) is emerging as a leader in the microcomputer industry. In the company's four years of existence, its sales have grown almost as rapidly as its press releases and personnel. MMC is the "apple" of Wall Street's eye. If MMC can stay on top of the wave, the sky is the limit.

The company got its start with a cadre of talented people and their brainchild, the Mighty Micro I, affectionately known in the industry as the m&m I. The market loved the product; it was like selling candy to a baby. Now the market has matured. Customers are more demanding and competitors are more fierce.

MMC has reacted by introducing the m&m II, III, and IV in a frantic attempt to keep up with the market and the ever-improving technology. Currently, and with much secrecy, it is developing a radical new product, the Mighty Advanced Design (MAD) Computer.

There is a lot going on: changing markets, new personnel, and the ever present office politics. It's a situation ripe with both opportunities and pitfalls. It's up to you to exploit the first and avoid the second.

Career Objectives

Your objective is simple. To become President of Mighty Micro-computer Corporation. To sit in the Executive Suite and pull in the big bucks.

You will find that goal easier to state than to achieve. It will entail surviving the initial job interview, rising through middle management (that's middle, not muddle) and maneuvering around the ever shifty world of corporate intrigue.

Your worth should increase along the way, but the big gains are made in the Executive Suite.



Making the Big Bucks

In Executive Suite, as in the game of life, you can score "points" in many ways. It has always been desirable to be young and rich; happily married; and of course, ensconced in the power of the Executive Suite. But with so many different variables, how does one evaluate his or her success? How can you look at your cocktail party guests and be sure that *you* have achieved more success than *they*?

Executive Suite has solved the problem.

In keeping with a firm belief in capitalism and the free market system, all rewards and pleasures are monetized according to their relative desirability in the "market" of human needs and desires. The values of salaries, bonuses, and stock options are already conveniently denominated in dollars. But now, through extensive market research, Gray Flannel Fun has determined the market value of such things as corner offices, private parking places, loving spouses, and youth.

Throughout the game, you can see "how you are doing" by referring to your lump sum net worth. If your accountant (or the IRS auditor) requires this information, press function key "F2."

MMC COMPANY POLICY

- I. Thou shalt not question Company Policy.
- II. Thou shalt not take the name of Malcolm Farmsworth III in vain.
- III. Thou shalt remember the chairman's birthday and keep it holy.
- IV. Thou shalt not use the company car for personal business.
- V. Thou shalt not forget to pay Gertie for the coffee you drink.
- VI. Thou shalt not....
- VII. Thou shalt not....
- VIII. Thou shalt not....



They take their Company Policies pretty seriously around here.

Company Policies and Procedures

Executive Suite is a game for decision makers.

Your career begins with the initial job interview. If you qualify, you'll be offered an entry level position at MMC. In your first position, and those that follow, situations affecting MMC and your career will be described on the screen, and you will be asked to make decisions and respond to them.

You'll be asked to decide what new product to back, which supplier to choose, whether or not to have a drink with the boys. No matter how trivial a decision may seem, consider your responses carefully. Once you've picked a course of action, there's no turning back. Just learn from your experience and press ahead.

Every few years, you'll be reviewed and your performance evaluated for promotion. You can look forward to challenging new positions if your performance has been good; demotions, or even termination, if you've blown it. The game ends when you reach the Executive Suite, leave the company or reach the mandatory retirement age of 75.

Advice From Your Mentor

Besides considering your decisions carefully, there are a few other things to remember in your quest for the corner office.

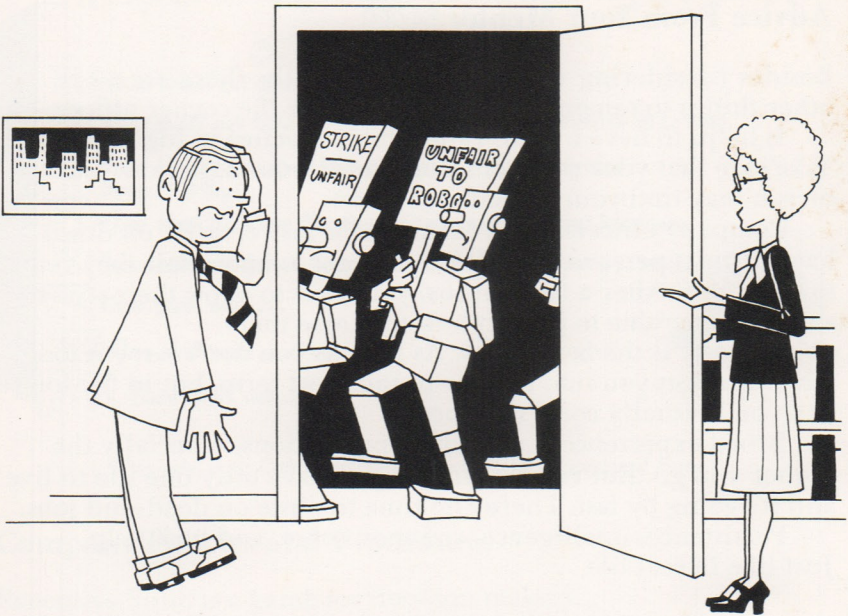
It helps to have friends rather than enemies in high places. Take care that your decisions don't ruffle your superiors' feathers or you may find yourself without a nest.

Company officers, from Malcolm Farmsworth III on down have distinct personalities. It helps to get to know how they react to situations. After a few run-ins, you'll get to know their styles, and be better able to predict how to please them.

Honesty is the best policy. As long as you don't carry it too far. It may get you into trouble in the short term, but in the long run you'll usually come out ahead.

Broad experience is a factor in promotions, especially the higher you go. But remember that you have only one life to live and it's going by fast. There's no time to waste on dead-end jobs.

Persistence, intelligence, common sense, and luck help. Just like in real life.



I'm afraid there's been an unforeseen development in manufacturing!

That's Business

You can be cunning, but not always controlling. As in real life, the economy, results of specific business deals and even your superiors are always changing.

If you choose your course wisely and persevere, with a little luck you'll find yourself right where you've always dreamed of being: in the cushy leather chair of the Executive Suite.

Keep your head up. Make the most of current information, and never assume that you can predict what will happen in the corporate world.

First Day on the Job

Beginning your quest for the Executive Suite is simple. Getting there is a little tougher. And avoiding complete addiction is next to impossible.

Now that you've been warned, here's how to start:

1. Close your office door.
2. Ask your secretary to hold all calls.
3. Lay out an impressive display of papers on your desk in case someone is tactless enough to interrupt you.
4. Turn off your IBM personal computer.
5. Insert the Executive Suite diskette into the left disk drive and close the drive door.
6. Turn on your computer.
7. Instructions on the screen will guide you from here.
8. Muffle your laughter.





Peterson's only drawback is he can't seem to leave his personal life at home!

Your Personal Life

Your personal life is your own, of course, but it will also affect your career at MMC. To manage both you'll need to establish priorities. MMC frowns on frivolous personal pleasures interfering with management commitments.

However, don't let the pressure of events at MMC distract you from taking care of your family and friends. They deserve your attention. They can support you on the way up and help you celebrate at the top.

Work Break

You're in the middle of deciding whether or not to tell Brooks DuPont (MMC's Executive Vice President) to take your job and shove it when your real boss walks in. How do you keep him from telling you the same thing?

Relax. Just press function key "F5." The incriminating evidence will immediately be replaced by a blank screen. When you're alone again, function key "F6" will return you to your game right where you left off.

Taking a Leave of Absence

When the rigors of Executive Suite overwhelm you, you may need to return to regular work and rest up for awhile.

To exit from the game and save your career in progress, push the function key "F3."

Returning from a Leave of Absence

Once you feel up to it, you can easily resume your saved game. Simply start the game as usual and tell Angie (MMC's receptionist) you want to return from a leave of absence.

You will continue your prior career just where you left off.

Taking Retirement

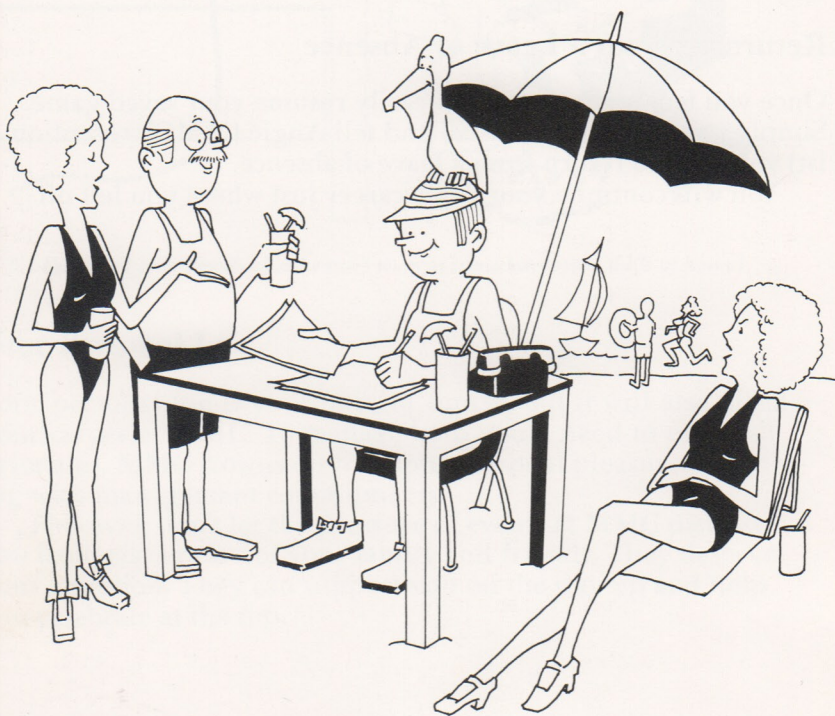
There may come a time when you decide you've had enough. Maybe the corporate rat race is too much for you. Time is running out, you've burned too many bridges, or maybe it's just getting too tough to compete with those young turks.

So retire. After all, you still have your real job. Assuming no one's caught on to what you've been doing all these hours.

Taking an early retirement is easy. Just give your current boss two weeks notice and press function key "F4." In your exit interview you will find out just how valuable you were to MMC.

You can always start a new career, using the experience you've acquired to give you a better shot at the top spot. If you use your prior resumé, you can bypass the initial interview. Or you may want to start again with a whole new personality.

That's where games have it over reality.



Peterson has never been able to accept retirement gracefully.

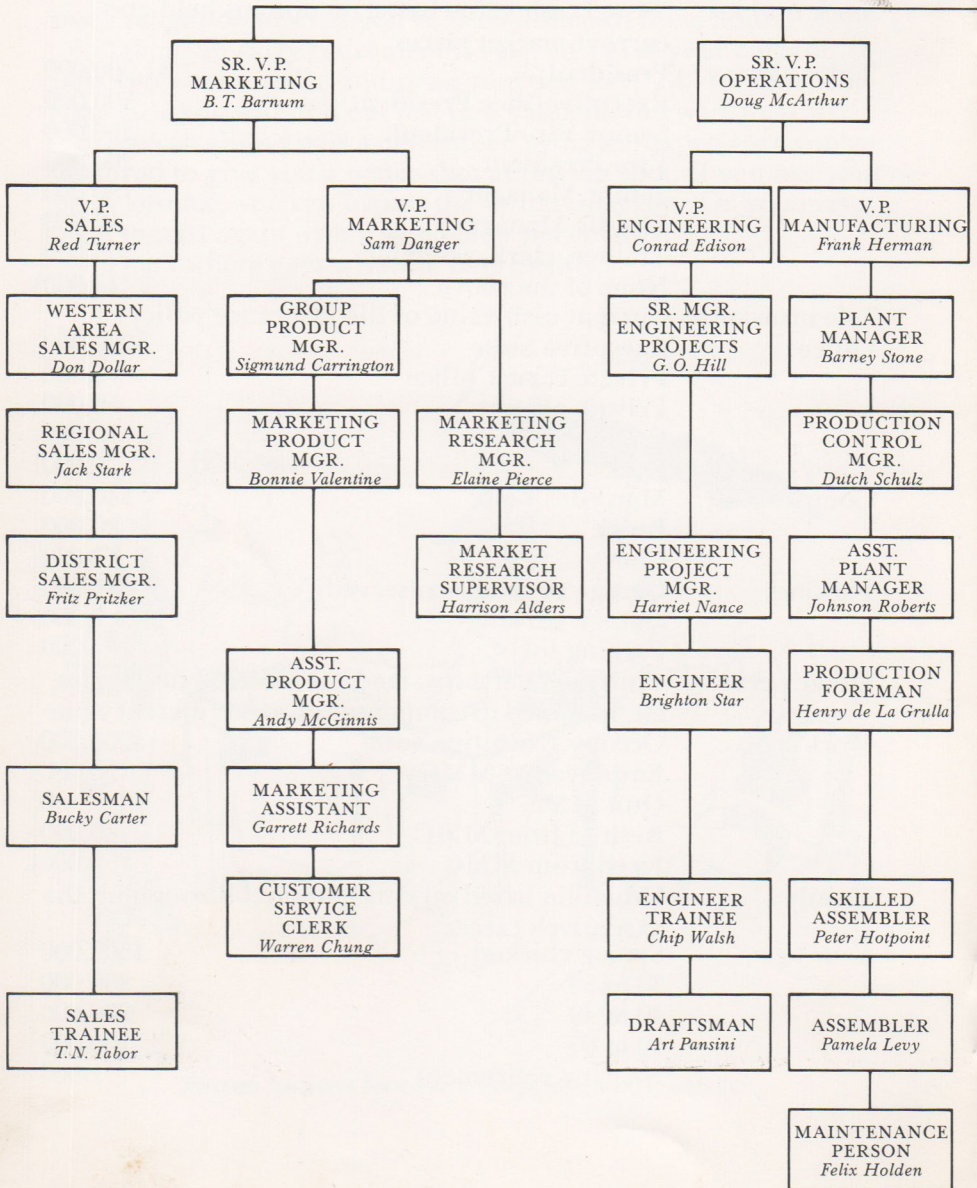
Compensation Tables

(Approximate present value of each item)

Salary:	Annual salary based on current position, tenure and work record	
Expenses:	Annual expense account allowance based on function and level within MMC	
Stock options:	Vested cash value based on options held and current market prices	
Titles alone:	President	\$1,000,000
	Executive Vice President	500,000
	Senior Vice President	250,000
	Vice President	200,000
	Senior Manager	50,000
	Middle Manager	10,000
	Trainee, clerk, assembler	5,000
	None of the above	(5,000)
Life insurance:	Current cash value of life insurance policy	
Office:	Executive Suite	\$200,000
	Private corner office	75,000
	Private office	50,000
	Cubicle	10,000
	Desk	1,000
Company car:	Mercedes Benz	\$40,000
	Buick	20,000
	Chevy	11,000
Parking:	Garage parking — reserved	\$5,000
	Garage parking	2,000
	Parking lot	200
Other perks:	Club memberships, medical plans, boondoggles, etc. included in compensation at fair market value	
Work status:	Occupy Executive Suite	\$200,000
	Employed at MMC	50,000
	Quit MMC	0
	Retired from MMC	40,000
	Fired from MMC	(50,000)
Family:	Valuation based on data gathered throughout the executive's career	
Your age:	Spring chicken	\$500,000
	30 to 39	300,000
	40 to 49	200,000
	50 to 65	100,000
	Nearing retirement	1,000

Organization Chart

Mighty Microcomputer Corporation



PRESIDENT
Malcolm Farmsworth III

EXECUTIVE
VICE
PRESIDENT
Brooks DuPont

SR. V.P.
FINANCE
& ADMIN.
Jason Parlay

V.P.
FINANCE
Cary Hoffman

V.P.
ADMINISTRATION
Joyce Stern

V.P.
PUBLIC
RELATIONS
Benton Boles

COMPANY
CONTROLLER
Mary McFarlane

TREASURER
Charlie Cox

PERSONNEL
MANAGER
Simon Woodstock

ASST.
TO THE
PRESIDENT
Thomas Boswell

ACCOUNTING
MANAGER
Joan Schaffer

ASST.
TREASURER
Helena Troy

ASST.
PERSONNEL
MANAGER
Missy Wright

ON LOAN TO
UNITED WAY
CAMPAIGN
Rock Powers

ACCOUNTING
SUPERVISOR
Bernard Burson

FINANCIAL
ANALYST
Michael Fredricks

COMPENSATION
SUPERVISOR
Dewitt Smith

ASST. TO
EXECUTIVE V.P.
Stuart Snickers

SR.
ACCOUNTING
CLERK
Price Brewer

TRAINEE
FINANCIAL
ANALYST
Woody Rhodes

PERSONNEL
CLERK
M.J. Tatum

ACCTS.
RECEIVABLE
CLERK
Barbie Medler

ACCTS.
PAYABLE
CLERK
Buzz Stolrow

GENERAL
HELPER
MAILROOM
Jackson Hoff

Limited Warranty and Disk Replacement

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Review of Function Keys

F1 Description of all Function Keys	F2 Review current worth
F3 Save current career in progress	F4 End career, quit game
F5 Work Break	F6 Return from Work Break

System Requirements

To enjoy the Executive Suite program you need:

- IBM® Personal Computer
- 64K bytes of memory
- One or more disk drives
- IBM® monochrome monitor or any other monitor

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CORPORATION

610 Newport Center Drive, Suite 955 · Newport Beach, California 92660 · 714-760-3955