Mon	Tue	Wed	Thu	Fri
9:00 am - 1:00 pm Lecture Hall	**9:00 am - 1:00 pm** Lecture Hall	**9:00 am - 1:00 pm** Lecture Hall	**9:00 am - 1:00 pm** Lecture Hall	**9:00 am - 1:00 pm** Lecture Hall
2:00 pm – 5:00 pm Independent Study	**2:00 pm – 5:00 pm** Independent Study	**2:00 pm – 5:00 pm** Independent Study	**2:00 pm – 5:00 pm** Independent Study	**2:00 pm – 5:00 pm** Independent Study

Number	Module Name	Exercises
Lecture Hall – Getting Started		
01	**Course Introduction - Welcome**	
01A	**Blended Learning Experience**	
05	**NetSuite Navigation**	01: Set Your Preferences 02: Set Up Your Dashboard 03: Use Global Search 04: Use NetSuite Help
01B	**Spotlight Topic: Roles and Permissions**	Intro to independent study time
Independent Study: Getting Started		
02	**NetSuite Fits Your Business Model**	
03	**OneWorld Overview**	
04	**Introduction to the Implementation Project**	01: Review the Business Requirements Document
05	**NetSuite Navigation**	01: Set General Preferences 02: Set Up Your Dashboard * 03: User Global Search 04: Use NetSuite Help

*** Denotes required exercise**

Number	Module Name	Exercises
06	**Set Company Preferences**	01: Set Company Information 02: Enable Features 03: Rename Records and Transactions 04: Turn Off Auto-Generated Numbers 05: Set Company Preferences 06: Set Printing, Fax & Email Preferences 07: Create New Subsidiaries *OneWorld* 08: Create Elimination Subsidiaries *OneWorld*
07	**NetSuite Data Model**	01: Create Customer Record and Enter Contact 02: Create customer Record and Enter Contact *OneWorld* 03: Create Vendor Record and Enter a Contact 04: Create Vendor Record and Enter a Contact *OneWorld* 05: Enter New Employees
08	**Roles and Permissions**	01: Rename Roles with Your Company's Prefix 02: Customize a Sales Manager Role 03: Show Role Differences 04: Customize a Sales Administrator Role *OneWorld* 05: Add a NetSuite User 06: View the Login Audit Trail
Lecture Hall – Customization and Data Management		
09	**Getting Started: Recap and Review**	
10	**Create Subtabs, Lists and Fields**	01: Create Subtabs and Lists 02: Create and Apply Fields 03: Custom Transaction Field – Validation & Defaulting – Sales Order 04: Custom Transaction Field – Validation & Defaulting – Sales Order 05: Custom Transaction Field – Validation & Defaulting – Purchase Order
10A	**Spotlight Topic: Data Migration**	

Independent Study: Customization and Data Management		
Number	**Module Name**	**Exercises**
11	**Create Custom Forms**	01: Customize Entry Form 02: Customize and Employee Form 03: Custom Transaction Forms – PDF Layouts
12	**Create Custom Records**	01: Create Custom Record *02: Create Dependent Dropdowns – OPTIONAL*
13	**Data Migration**	01: Review Auto Numbering Settings* 02: Import Customers * 03: Update Customer with Import 04: Create Custom Import Template – *Optional*
14	**Data Integrity**	01: Identify and Merge Duplicate Records 02: Schedule a Mass Update 03: Create a Saved Search 04: Set Up and use Inline Editing 05; Perform Mass update with Calculation - *Optional*
Lecture Hall – ERP Part 1		
15	**Customization and Data Management: Recap and Review**	
16	**Set Up Accounting Management**	01: Enable Accounting Features and Define Preferences 02: Set Up Multiple Warehouses Locations 03: Create General ledger (GL) Accounts 04: Set Up Accounting Periods

*** Denotes required exercise**

Number	Module Name	Exercises
16A	**Spotlight Topic: Items**	
17	**User Multiple Currencies**	01: Confirm Features and Set Accounting Preferences 02: Create New Currencies/Subsidiaries and Update Time Zone 03: Assign Currencies to a Customer 04: Assign Currencies to a Vendor
18	**NetSuite Tax Information**	01: Manage Tax Periods 02: Set Up Tax Schedule
19	**Set up Items**	01: Enabling Transactions and Inventory Features * 02: Create inventory Items * 03: Create a Non-Inventory Item * 04: Create a Service Item* 05: Create Inventory Item *OneWorld* * 06: Enter Inventory Quantities *
20	**Set Up Pricing**	01: Enabling Pricing Features * 02: Create a Price Level * 03: Add Price Level to Items* 04: Set Up Quantity-Based Pricing 05: Set up Item Pricing on Customer Record 06: Use Sales Transactions to Demonstrate Pricing 07: Generate Price Lists

*** Denotes required exercise**

Number	Module Name	Exercises
21	**Order Management**	01: Define Order Management Preferences * 02: Enter a Sales Order * 03: Enter a Sales Order OneWorld* 04: Approve Sales Orders * 05: Fulfill Sales Orders
Lecture Hall – ERP Part 2		
22	**ERP Part 1: Recap and Review**	
23	**Accounts Receivable**	01: Invoice All Sales Orders * 02: Create a Cash Sale * 03: Create an Invoice * 04: Accept Customer Payments * 05: Issue a Return Authorization * 06: Make a Bank Deposit
23A	**Spotlight Topic: Accounts Payable**	
Independent Study: ERP Part 2		
24	**Set Up Purchasing**	01: Enter a Purchase Order * 02: Receive A Purchase Order
25	**Set Up Accounts Payable**	01: View a Purchase Order to Bill in Reminders Portlet 02: Define Accounting Preferences 03: Bill a Purchase Order* 04: Enter and Approve a Bill * 05: Pay a Bill * 06: Print a Check

*** Denotes required exercise**

Number	Module Name	Exercises
26	**Banking and GL**	01: Make Journal Entries 02: Make Elimination Subsidiary Journals – OneWorld - *Optional* 03: Memorize a Transaction 04: Close Accounting Periods - *Optional*
27	**Reports and Searches**	01: Identify a Prebuilt Report 02: Restrict Data included in a Prebuilt Report 03: Add Data to Customer Record 04: Add Custom Field to NetSuite Standard Report 05: Create Search to identify Customers in Price Level 06: Restrict Data Included in the Search
28	**Design Dashboards for Users**	01: Design a Dashboard for a Specific User - *Optional*
Lecture Hall – CRM and Next Steps		
29	**ERP Part 2: Recap and Review**	
30	**Set Up Sales Force Automation**	01: Enable Sales Force Automation * 02: Set Up an Employee as Sales Rep * 03: Set Sales Force Automation Preferences * 04: Create Customer Statuses * 05: Create a Sales Rule * 06: Create a Sales Territory * 07: Create an Online Form *
35	**Go Live and Maintain NetSuite**	
36	**Summary and Wrap Up**	
30A	**Intro to Self-Study Topics**	

*** Denotes required exercise**

Number	Module Name	Exercises
Independent Study: CRM and Next Steps		
31	**Lead-to-Qualified Lead**	01: Work a lead * 02: Generate a Quote from an Opportunity 03: Generate a Sales Order from a Quote
32	**Customer Support**	01: Enable Customer Service and Support Features 02: Set Up an Employee as Support Rep 03: Create a Case Status 04: Create a Case Priority 05: Create a Case Type 06: Create a Case Rule 07: Create a Case Territory
33	**Incorporate Marketing and Ecommerce**	
34	**NetSuite on the Go!**	

*** Denotes required exercise**