Plan Your NetSuite Account Use

The NetSuite accounts available to you through Oracle Academy for teaching and not-for-profit academic research use have specific parameters. It is important for you to understand them and plan accordingly to ensure a successful teaching and classroom experience.

- Each faculty member is limited to 200 active accounts per class.
- For purposes of determining how many accounts to request, please see “Account Set Up” below.
- Each NetSuite account is valid for 90 consecutive days.
  - Day 1 begins when the account is created.
  - To maximize the utility of your accounts during your class term, we do our best to create accounts within two days before your class start date.
  - To ensure you have your accounts when you need them, we need to know the start and end dates of your class.
- To help us serve all our members, account requests must be submitted in a single request per class no later than 30 days prior to first login date.
- If you know you will be offering your class for more than one term, we recommend you submit your account request schedule for the entire academic year at the beginning of the academic year. Please note we cannot accept account requests for classes that begin more than one year from the request date.
- As a courtesy to all Oracle Academy members, we ask that members not request more accounts than they actually expect to use, including an allowance of not more than 5% of your class size for any late enrollees. While we do not expect an account shortage, we do have a limited number of accounts. Accounts are provisioned on a first come, first served basis.
- Accounts that are not used within 90 days of provisioning will be deactivated, cannot be re-activated, and may be allocated to another Oracle Academy member.

Account Set Up

There are two ways to set up accounts for your classroom:

- **Individual Account Option:** Set up a unique account for each student. This allows students to work within their own instance of NetSuite where they can access and operate all roles within a company without affecting other students. We recommend you request a few extra accounts, not more than 5% of your class size, in case additional students enroll for your class after your account request has been submitted.

- **Single Shared Account:** Set up a single account for you and your students to work within a shared environment. This allows students to collaborate within the same instance of NetSuite and gives you, as the professor and the Administrator of the account, the ability to assign certain roles to certain students.

Then, determine how you want your NetSuite cloud accounts configured. Both NetSuite and NetSuite OneWorld are available for each configuration:
- **Pre-populated accounts** are recommended for teachers with both minimal and advanced system configuration experience. The account set up resembles a wholesale distribution company, pre-populated to include transactions, products, vendors, customers, and more.

- **Blank accounts** are available for teachers with advanced system configuration experience. The account set up resembles a brand new company without existing data. Students will have the opportunity to set up their own company from scratch.