

Exam Topics

Review the table to familiarize yourself with the exam topics.

OBJECTIVE	TOPIC
<p>Identify Procure to Pay Process Flows in NetSuite.</p>	<ul style="list-style-type: none"> · Identify the steps in the Procure to Pay process, including item receipt. · Explain the Procure to Pay Approvals process. · Understand use of the Return to Debit process. · Understand the general ledger impact of Procure to Pay transactions.
<p>Explain NetSuite Vendor Records.</p>	<ul style="list-style-type: none"> · Create and prepare Vendor records. · Manage multi-subsidiary vendors and functions. · Identify the steps to set up vendors using 1099. · Identify uses for the Vendor Dashboard.
<p>Explain NetSuite Purchase Requisitions.</p>	<ul style="list-style-type: none"> · Recognize scenarios for when to use purchase requisitions. · Identify the steps to enter a purchase requisition. · Recognize the difference between a purchase order and a purchase requisition.
<p>Understand NetSuite Purchase Order Processes.</p>	<ul style="list-style-type: none"> · Identify different methods to create a purchase order. · Identify the steps to complete to invoice a purchase order. · Distinguish between drop ship and blanket purchase orders. · Identify the reasons for closing a purchase order. · Recognize the options to communicate a purchase order. · Distinguish between purchase order statuses.
<p>Identify NetSuite Vendor Billing Processes.</p>	<ul style="list-style-type: none"> · Identify the use of amortization schedules. · Identify the steps to create a standalone bill. · Identify the steps to create a vendor bill from a purchase order.

<p>Understand the NetSuite Return to Debit Process.</p>	<ul style="list-style-type: none"> . Understand steps in the Vendor Return Authorization process. . Identify the steps to enter a vendor credit from a bill. . Identify the steps to enter and apply a standalone vendor credit. . Explain how to associate a refund to a deposit.
<p>Understand NetSuite Vendor Payment Processes.</p>	<ul style="list-style-type: none"> . Understand and apply discounts to vendor payments. . Identify the steps to enter and apply a vendor pre-payment. . Understand how and when to apply a payment hold. . Identify the steps to process vendor bulk payments. . Identify the steps to process a single payment from a vendor. . Understand the options to void payments. . Understand the options to print checks. . Identify the steps to pay an employee expense report.
<p>Understand NetSuite Accounts Payable Banking Processes.</p>	<ul style="list-style-type: none"> . Understand the bank setup and configuration for electronic bank payments. . Understand the configuration for electronic bank payments to vendors. . Identify the steps to process electronic bank payments.
<p>Understand NetSuite Reporting Features for Procure to Pay.</p>	<ul style="list-style-type: none"> . Understand aging options for accounts payable aging reports. . Understand standard accounts payable reports. . Understand standard purchase reports.