Fusion 360 Student Classroom Verification

Technology used in

Procedure

Follow the steps below to create a Fusion 360 Teacher account followed by instruction for student classroom verification. Instead of each student needing to upload a document for verification, students can be verified by teachers with Autodesk accounts. If schools need to contact Autodesk about state or district Student Data Privacy agreements, they can use the following email address: student.dpa@autodesk.com

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Create your Teacher Account

1. Go to https://www.autodesk.com/education/edu-software/overview
2. Select Get Started or Sign In.
3. When creating your account select your Country from the drop-down list. Select Student as your role and fill out your Date of Birth.

4. Click Next

5. Enter your First Name, Last Name, Email Address twice, and create a Password. Check mark the Autodesk Terms of Use box.

6. Click Create Account
7. You will receive a confirmation email. Click on the **Verify Email** button to finish creating the account.

8. Go back to [https://www.autodesk.com/education/edu-software/overview](https://www.autodesk.com/education/edu-software/overview) and Sign In.

9. The following message will appear at the top of the screen. Select Get Started.
10. Before you can get access to the educational software, you will need to verify that you attend or work for a Qualified Education Institution through the SheerID verification system. You will be asked to fill out the form below. If you cannot find your school, try to find it with this [this website](#).

![Check your information below is correct, then click Confirm eligibility.](image)

11. In the Name of educational institution box, type in the name of your school slowly and see the name of your school appear in a drop-down menu below the text box. If your school is not listed, select School Not Listed from the drop down below the text box.

12. On the next page, you will need to upload documentation that the account owner attends or works at the Qualified Education Institution (see FAQ) during that year. All teachers and IT staff using Fusion 360 will need to complete the verification:
   a. The simplest way to get verified is to use the school letter method. Depending on your role, you can use the [teacher letter](#). Copy and paste onto school letterhead with your name, matching exactly your name on your Autodesk account.
   b. Other verification methods include a faculty ID that includes the school year, or a link to the faculty listing on the school website.
Additional documentation needed

Please upload a copy of documentation issued to you by your educational institution (e.g. tuition receipt or student ID, employee ID) as proof that you attend, teach or are employed at a Qualified Educational Institution.

You have 14 days to upload your documentation.

The document must include:

1. Your full legal name (Nana Cemikli)
   - Note: the name on the document you submit must match this.
2. The name of the educational institution at which you are enrolled or employed (Project Lead The Way (Indianapolis, IN))
   - Note: the school name on the document you submit must match this.
3. A date within the current school term.

Preferred documents include:

- Transcript
- School-issued confirmation letter
- A copy of your student ID (photo ID not required)

Supported file types: JPEG, PDF, PNG, GIF

NOTE: If your uploaded document is too fuzzy to read, does not show your full legal name, or shows a name different from the one you used for this Autodesk account, you will not be able to finalize the verification process. Please do not include any confidential information in the document you upload, such as social security numbers or banking details. Please ensure any sensitive information is blacked out before you upload your document.

Verification is manually processed and will take less than one business day. You will receive an email notification for approval or denial. If you have questions about being denied, email SheerID customer service at customerservice@sheerID.com or reach out the PLTW Solution Center.
Verifying Students Accounts

The following process may take place before or after students create an Autodesk account. The Autodesk Account must be verified by receiving and clicking on a verification link that is sent via email. If students are verified by their teacher into Fusion, they will receive a link to sign up for an account, followed by a second email with a link to verify the account. The following process replaces the verification step for student accounts.

1. Go to https://www.autodesk.com/education/edu-software/overview
2. Select Sign In.

3. Select the Class/Lab tab
4. You will now have an option to use the Classroom Verification tool, or the ability to get Product Key and Serial Numbers for Standalone and Network licensing. This will change your account to do only one of the options, and not both. If you want to use your account for Classroom Verification, proceed with the following instructions by selecting Education Single-User Subscriptions. If you need to keep your current account for licensing Inventor, Revit, or CAM, select the Education Network Licenses. If need to do both, you will need to create another Autodesk account, utilizing one for Inventor, Revit, and CAM, and the other to verify student accounts for Fusion. If you are not sure what to do, please contact the Solution Center.
5. Select Activate Class on the Fusion 360 tile.

6. Select Confirm.

7. Select Assign Users.

8. You will be taken to your account page. Select Fusion 360.
9. Select Assign Users

Fusion 360
Includes 13 Items

Assigned groups: None Edit
122 seats available | 125 seats total

Assign users

10. Select Import to assign to use a csv file to upload. You will need the first name, last name, and email address of each user. To download a template of the csv click here. Once your students are saved in the .csv file, select Upload CSV file.

Assign users

Assign Import to assign

You can assign 123 more users.
Assign by uploading a CSV file with user information.

Upload CSV file

Import Instructions
Create a comma-separated file (CSV) listing the users to import and assign.

- Each entry should be on its own line and follow this format:

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>First name</td>
<td>Last name</td>
</tr>
<tr>
<td>2</td>
<td>John</td>
<td>Smith</td>
</tr>
</tbody>
</table>

- Users that already have access to this product will not be assigned another seat.

Cancel
11. Select Assign all items

Assign users

2 users found

These users will be assigned Fusion 360, which comes with 11 products and services. If you don’t want to assign all included items, click Customize.

Assign all items

12. Students have been uploaded and have been verified. They should now have access to login to Fusion 360.