

# NetSuite Administrator Certification Practice Test (Sample)

## Study Guide



**Everything you need from our exam experts!**

**This is a sample study guide. To access the full version with hundreds of questions,**

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# Table of Contents

<b>Copyright</b> .....	<b>1</b>
<b>Table of Contents</b> .....	<b>2</b>
<b>Introduction</b> .....	<b>3</b>
<b>How to Use This Guide</b> .....	<b>4</b>
<b>Questions</b> .....	<b>6</b>
<b>Answers</b> .....	<b>9</b>
<b>Explanations</b> .....	<b>11</b>
<b>Next Steps</b> .....	<b>17</b>

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## 1. Start with a Diagnostic Review

**Skim through the questions to get a sense of what you know and what you need to focus on. Don't worry about getting everything right, your goal is to identify knowledge gaps early.**

## 2. Study in Short, Focused Sessions

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations, and take breaks to retain information better.**

## 3. Learn from the Explanations

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## 4. Track Your Progress

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## 5. Simulate the Real Exam

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## 6. Repeat and Review

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning.**

## 7. Use Other Tools

**Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly — adapt the tips above to fit your pace and learning style. You've got this!**

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## **Questions**

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- 1. What triggers a server-side event in NetSuite?**
  - A. Only user-initiated actions**
  - B. Client-side browser events**
  - C. Actions such as creating or editing records**
  - D. Results from scheduled scripts**
  
- 2. In what order are sorting options applied on a report?**
  - A. Alphabetically by report title**
  - B. According to the user's role permissions**
  - C. In the order listed**
  - D. Randomly based on settings**
  
- 3. Which scenario would likely prompt the use of security questions?**
  - A. When changing the role of a user**
  - B. When accessing from a new device or forgetting your password**
  - C. When updating a user profile**
  - D. When running a report**
  
- 4. What is one of the items located in the Accounting Preferences?**
  - A. Inventory centralization**
  - B. Payment processing settings**
  - C. Budget control settings**
  - D. Employee benefit structure**
  
- 5. Which preference levels can be set by the account administrator?**
  - A. User and Subsidiary**
  - B. Role, Subsidiary, and Company**
  - C. User and Role**
  - D. Company and User**

**6. Why might one use formulas in criteria for saved searches?**

- A. To create additional fields for visual representation**
- B. To filter rows based on results from calculations**
- C. To simply list all data without conditions**
- D. To enhance the appearance of data presentation**

**7. Which tools are included in the marketing option of the CRM tab for enable features?**

- A. Email automation and tracking**
- B. Online forms, mail merge, capture email replies**
- C. Social media integration**
- D. Campaign management software**

**8. What is one benefit of filtering rows based on formulas in criteria?**

- A. Direct access to all related transactions regardless of group**
- B. Reduction of irrelevant data in summary views**
- C. Improved accuracy in data visualization**
- D. Enhanced engagement with grouped functions**

**9. What ensures the security of RESTlets during data transmission?**

- A. SOAP-based messaging**
- B. Encrypted file storage**
- C. Authentication methods implemented**
- D. Real-time monitoring systems**

**10. What does 'd' return in date formats?**

- A. Number of the day of the month**
- B. Lowercase name of the day**
- C. First letter capital name of the day**
- D. Number of the day within the week**

## **Answers**

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1. C
2. C
3. B
4. A
5. B
6. B
7. B
8. B
9. C
10. D

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## **Explanations**

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## 1. What triggers a server-side event in NetSuite?

- A. Only user-initiated actions**
- B. Client-side browser events**
- C. Actions such as creating or editing records**
- D. Results from scheduled scripts**

A server-side event in NetSuite is triggered by certain actions that occur within the application, particularly actions that involve changes to records. When a record is created, edited, or deleted, these actions initiate a sequence of server-side processing, which can include triggering workflows, sending notifications, executing scripts, and more. This is important because it allows for business logic to be applied consistently and ensures that if changes occur, they are captured server-side, which is essential for maintaining data integrity and enforcing business rules. In contrast, user-initiated actions generally do not directly trigger server-side events unless they involve record changes. Similarly, client-side browser events are associated more with interactions within the user's browser and do not engage the server until there is a server request made (like saving changes to a record). Finally, scheduled scripts, while also server-side, operate based on predetermined schedules rather than being triggered by immediate user actions or record changes. This differentiates them from the immediate response actions triggered by events like creating or editing records.

## 2. In what order are sorting options applied on a report?

- A. Alphabetically by report title**
- B. According to the user's role permissions**
- C. In the order listed**
- D. Randomly based on settings**

Sorting options in a report are applied in the order they are listed. This means that when you configure a report and set up multiple sorting criteria, the first sorting criterion in the list will take precedence, followed by the second, and so on. This hierarchical application of sorting allows for a more nuanced and organized presentation of data according to the specific needs and preferences of the report creator or audience. Understanding this order helps users effectively manage how data is displayed, ensuring that the most relevant sorting conditions are prioritized, leading to clearer insights from the report. Hence, the approach guides users in crafting their reports more intelligently by considering the significance of each sorting option's placement.

### 3. Which scenario would likely prompt the use of security questions?

- A. When changing the role of a user**
- B. When accessing from a new device or forgetting your password**
- C. When updating a user profile**
- D. When running a report**

The use of security questions is commonly associated with user authentication processes, particularly when there are actions that can indicate a potential security risk. Accessing an account from a new device or when a user has forgotten their password both signify a need for additional verification to ensure the identity of the individual trying to gain access. Security questions serve as a method to confirm that the user is indeed the account owner before allowing actions that require higher privileges. This process helps protect sensitive information and maintain account security, especially in situations where the regular login methods may not be sufficient due to a change in hardware or the user's inability to recall their password. In contrast, changing the role of a user, updating a user profile, or running a report typically fall within standard operations that authorized users perform without requiring additional layers of security. These actions assume that the user has already been authenticated and is operating within their granted permissions, thus not triggering the need for security questions.

### 4. What is one of the items located in the Accounting Preferences?

- A. Inventory centralization**
- B. Payment processing settings**
- C. Budget control settings**
- D. Employee benefit structure**

Inventory centralization is indeed one of the items found within the Accounting Preferences in NetSuite. This feature allows organizations to manage and streamline their inventory processes across multiple locations or subsidiaries. By centralizing inventory, businesses can enhance visibility and control over their stock levels, benefiting overall inventory management and financial reporting. In Accounting Preferences, users can customize how inventory is tracked and reported, which is critical for accurate accounting and operational effectiveness. This functionality aids in minimizing discrepancies and improving decision-making related to inventory management. The other options pertain to different aspects of NetSuite operations or configuration that are not specifically categorized under Accounting Preferences. Payment processing settings, budget control settings, and employee benefit structures belong to their respective modules or areas within the system, focusing on payments, budgeting, and employee management rather than the core accounting functions related to inventory.

## 5. Which preference levels can be set by the account administrator?

- A. User and Subsidiary
- B. Role, Subsidiary, and Company**
- C. User and Role
- D. Company and User

The correct choice identifies the preference levels that an account administrator can set as Role, Subsidiary, and Company. In NetSuite, the account administrator has significant authority and control over various settings and configurations within the account. The ability to set preferences at the Role level allows the administrator to specify user permissions and access rights, ensuring that users can only access data and functionalities necessary for their tasks. This enhances security and allows for better management of workflows. Setting preferences at the Subsidiary level facilitates the customization of settings for different parts of a multi-subsidiary organization, allowing for variations in operational processes across subsidiaries. This is particularly crucial in organizations operating in different geographical areas or market segments. Furthermore, having the ability to adjust Company-level settings allows administrators to define overarching policies and configurations that affect the entire NetSuite instance, ensuring consistency across all subsidiaries and roles. This encompasses a wide range of preferences, such as accounting preferences, fiscal calendars, and general operational settings that apply to the entire organization. The other options provided either lack the inclusion of all relevant settings an administrator can manage or do not align with the highest level of oversight and configurability that an account administrator possesses within the NetSuite environment. Thus, understanding this broader context of the correct choice

## 6. Why might one use formulas in criteria for saved searches?

- A. To create additional fields for visual representation
- B. To filter rows based on results from calculations**
- C. To simply list all data without conditions
- D. To enhance the appearance of data presentation

Using formulas in criteria for saved searches is particularly valuable because it allows users to filter rows based on the results of calculations. This functionality enables the creation of more advanced and dynamic criteria that can evaluate data on the fly. For instance, if a user wants to identify transactions where the total amount exceeds a certain threshold, they could use a formula to calculate the total and then filter based on that outcome. This capability ensures that only the relevant data that meets specific calculated conditions is included in the search results, leading to more targeted and insightful analyses. The other options do not accurately represent the purpose of using formulas in criteria for saved searches. Creating additional fields for visual representation focuses more on enhancing the display of data rather than filtering it. Similarly, listing all data without conditions does not involve the use of formulas at all, while enhancing appearance pertains to presentation rather than data filtering.

**7. Which tools are included in the marketing option of the CRM tab for enable features?**

- A. Email automation and tracking**
- B. Online forms, mail merge, capture email replies**
- C. Social media integration**
- D. Campaign management software**

The marketing option under the CRM tab is designed to enhance how businesses manage their interactions and relationships with customers. The inclusion of online forms, mail merge, and the ability to capture email replies are critical components in marketing strategies aimed at streamlining customer engagement and collecting valuable data. Online forms allow businesses to gather information directly from potential leads or customers, facilitating easier capture of inquiries and sign-ups. Mail merge enables personalized communication that can be tailored to specific customer demographics or individual preferences, which increases the effectiveness of marketing campaigns. Capturing email replies is essential for tracking customer interactions and understanding responses to marketing efforts, thus providing insights into customer behavior and preferences. These features collectively contribute to more efficient data management and customer outreach efforts within the marketing framework, making them vital for any NetSuite user looking to maximize their CRM capabilities. While each of the other choices represents important functions related to customer relationship management and marketing, the combination of online forms, mail merge, and email reply capture directly aligns with the foundational elements necessary for a comprehensive marketing strategy within the CRM toolset.

**8. What is one benefit of filtering rows based on formulas in criteria?**

- A. Direct access to all related transactions regardless of group**
- B. Reduction of irrelevant data in summary views**
- C. Improved accuracy in data visualization**
- D. Enhanced engagement with grouped functions**

Filtering rows based on formulas in criteria is primarily beneficial due to its ability to reduce irrelevant data in summary views. By applying specific formulas, users can create customized filters that focus on particular datasets that meet certain conditions, which enhances the relevance of the information displayed. This means that users are less likely to be overwhelmed with extraneous data and can more effectively analyze important trends, metrics, or performance indicators that are relevant to their needs. Moreover, having a more refined dataset can lead to clearer insights, as the summary views only highlight pertinent information. This targeted approach improves the overall utility of reports and dashboards within the NetSuite environment, allowing administrators and users to make better-informed decisions based on the data that truly matters.

## 9. What ensures the security of RESTlets during data transmission?

- A. SOAP-based messaging**
- B. Encrypted file storage**
- C. Authentication methods implemented**
- D. Real-time monitoring systems**

The security of RESTlets during data transmission is primarily ensured through authentication methods implemented in the system. In the context of REST API architecture, authentication mechanisms such as OAuth and token-based authentication serve to validate users or applications attempting to access the RESTlet, ensuring that only authorized users can send or receive data. These methods help protect sensitive information by ensuring that requests to the RESTlet are made by verified users, reducing the risk of unauthorized access. While other options may be important in different contexts, they do not directly relate to RESTlet security in terms of data transmission. For instance, SOAP-based messaging is associated with a different protocol other than REST. Encrypted file storage pertains to securing data at rest rather than during transmission. Real-time monitoring systems focus on observing activity and potential threats but do not actively secure the transmission itself. Therefore, the implementation of robust authentication methods is crucial for safeguarding data while it is being transmitted through RESTlets.

## 10. What does 'd' return in date formats?

- A. Number of the day of the month**
- B. Lowercase name of the day**
- C. First letter capital name of the day**
- D. Number of the day within the week**

The 'd' format in date formatting within many programming and database systems typically represents the number of the day of the month, which ranges from 01 to 31. This means that if you were to use 'd' in a date format expression, it would specifically return the numerical day of the month rather than the day of the week or any name associated with it. Understanding the difference between the options illustrates the specific function of the 'd' format. The lowercase name of the day would correspond to a different format character, as does the capitalized name of the day. The option regarding the number of the day within the week similarly diverges from the intended function of 'd'. In summary, 'd' serves a specific purpose in returning the day of the month and does not operate in terms of weekly or named formats, which clarifies why recognizing the correct function of date formatting is vital in utilizing these codes effectively.

# Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://netsuiteadministrator.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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