



As of August 2021, there are two paths that students may take to get an account with educational access to Autodesk products including Fusion 360. The first path, option 1, is also available to educators and design competition mentors in addition to students.

### Option 1

#### **Individual Access**

A student, educator, or design competition mentor may create an account and individually confirm their eligibility to access the Autodesk Education plan. This plan provides free, educational access to Autodesk products for eligible individuals. Products can be accessed this way at <a href="mailto:autodesk.com/eligibility">autodesk.com/eligibility</a>.

#### Option 2

#### Access via an Educator

A student may create an account after getting assigned to use one or more Autodesk products by their educator. This will provide students with access to Autodesk products at <a href="mailto:manage.autodesk.com/cep/">manage.autodesk.com/cep/</a>. These students will not have to individually confirm their eligibility for educational access to Autodesk products.

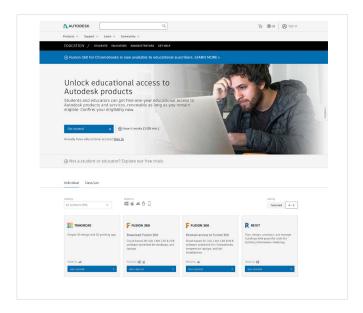
Students may use both option 1 and option 2 at the same time. This document will walk you through how these options work.





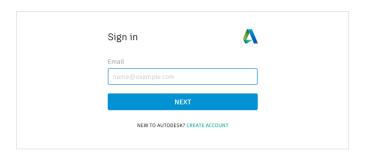
#### **Option 1: Individual Access**

A student, educator, or design competition mentor may create an account and individually confirm their eligibility to access the Autodesk Education plan. This plan provides free, educational access to Autodesk products for eligible individuals.

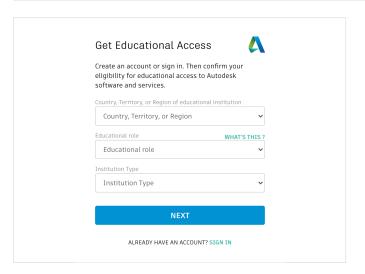


## 1 Create an account

 Go to the Get Products page within the Autodesk Education Community at <u>autodesk.com/eligibility</u> and click Get Started on the Download Fusion 360 product tile.



b. Sign into your account or click Create Account to create a new Autodesk account.



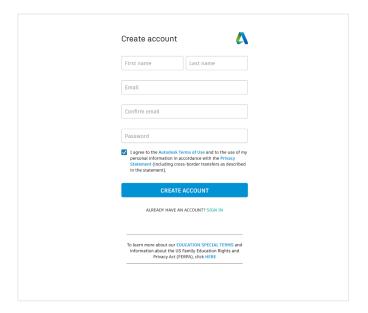
c. If you are creating a new account, fill in the required information and click Next.

**Note:** It is important to provide the correct information here because your answers will inform the list of schools that you will choose from on the next screen.



Single user install process and browser access to Fusion 360

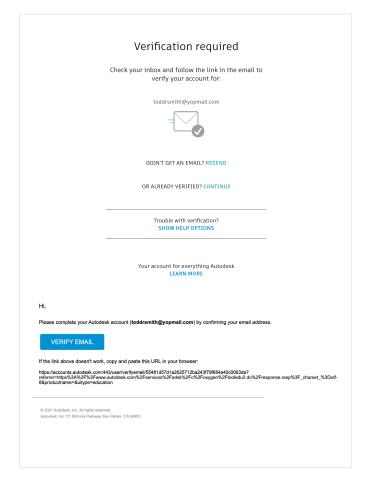




d. Enter your full name, email address, and a password to create an Autodesk Account.

**Note**: The first and last name you use in this step needs to match the first and last name on the documents you will submit to confirm your eligibility for free educational access to Autodesk software and services.

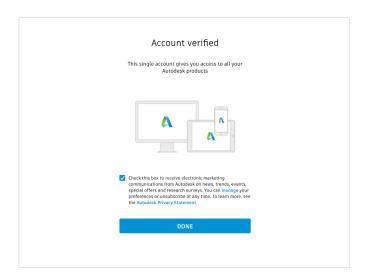
For example, If your school ID says "Susan Smith," please enter this as your name instead of "Sue Smith."



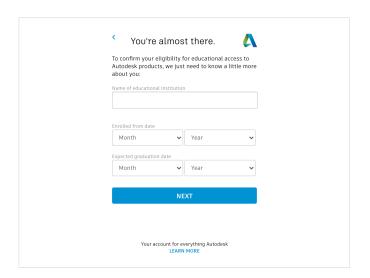
e. Check your email account for a message from Autodesk, open it, and click the Verify Email button within the message to verify your email address.



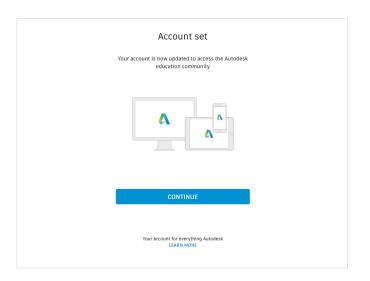




f. A message will display in your browser stating that your account has been verified. Check or uncheck the box on this page to set your email preferences and click Done.



g. A form will display that asks you for a few more details related to your educational eligibility. Fill out this form and click Next.

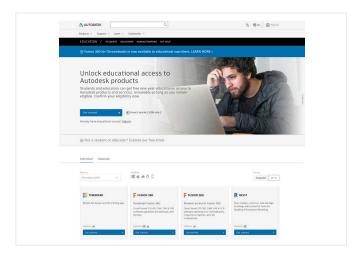


h. A message will display about your account status. Click Continue and return to the Get Products page within the Autodesk Education Community at <a href="mailto:autodesk.com/eligibility">autodesk.com/eligibility</a>.



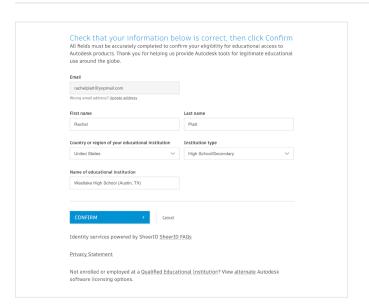
Single user install process and browser access to Fusion 360



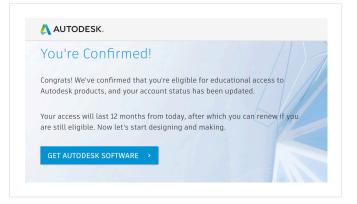


## 2 Confirm your eligibility

a. Go to <u>autodesk.com/eligibility</u>. If you see a message stating that we still need to confirm your eligibility for educational access to Autodesk products, then click the Get Started button to begin this confirmation process.



b. Check that your information is correct and click the Confirm button.

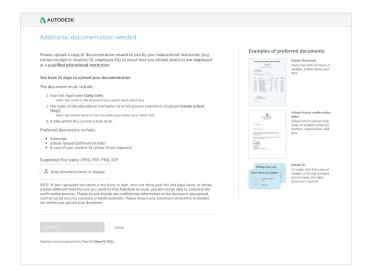


c. Autodesk uses SheerID's verification services to help confirm your educational eligibility. If SheerID can immediately confirm your eligibility, you will see a message that says, "You're Confirmed." If you see this message, click the Get Autodesk Software button.

If you do not see this message, please follow the additional steps below to provide documentation that will allow SheerID to confirm your educational eligibility.





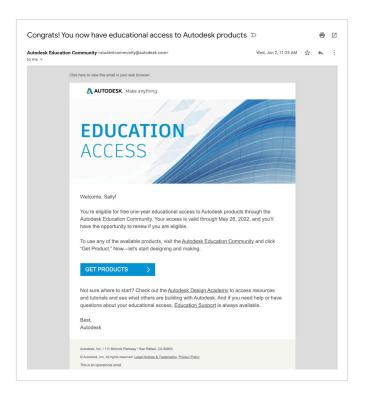


d. If you reach a page with the heading "Additional documentation needed" you will need to upload at least one document confirming your enrollment or employment status with an eligible educational institution. To improve your chances of approval, please provide more than one document. For example, students can upload a student ID card and a class schedule. Educators can upload an employee ID card and an official employment letter from their educational institution.

The following letter templates can be downloaded and used to create documentation on school letterhead:

- Student template
- Faculty template

Once your documentation has been uploaded, click Submit. It may take up to 48 hours for your educational eligibility status to be determined by SheerID.



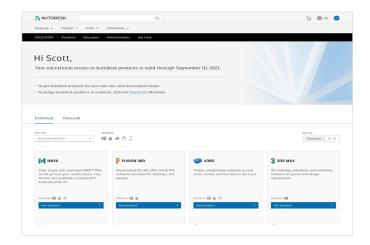
e. If SheerID approves your educational eligibility, you will receive a confirmation email.

If you do not receive a confirmation email and would like to follow up with SheerID, please contact them at <a href="mailto:customerservice@sheerid.com">customerservice@sheerid.com</a>.



Single user install process and browser access to Fusion 360



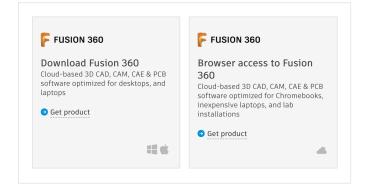


- 3 Get Fusion 360 for educational use
- a. Once your educational access has been approved, return to the Get Products page within the Autodesk Education Community at <u>autodesk.com/eligibility</u> and make sure you are signed in.



b. Check the <u>system requirements</u> for Fusion 360 software. If your computer meets these requirements, proceed to the next step and continue with the installation process.

If you are using a Chromebook or a computer that does not meet these requirements, click Get Product on the Browser access to Fusion 360 tile. This will take you to <u>fusion.online.autodesk.</u> com where you can use Fusion 360 in a browser without installing it. This browser access option is only available in English.



 If you are a student or design competition mentor, click Get Product on the Download Fusion 360 tile.

If you are an educator, make sure you are on the Individual tab and then click Get Product on the Download Fusion 360 tile.

The Download Fusion 360 tile is for downloading the Fusion 360 software.

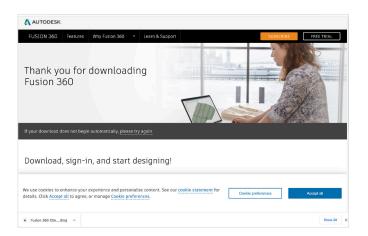


Single user install process and browser access to Fusion 360



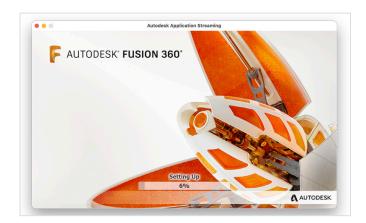


d. To initiate the desktop client installation, click Access after clicking Get Product on the Download Fusion 360 tile.



e. A new browser window will open and the Fusion 360 desktop client will download automatically.

If your download does not begin automatically, click Please Try Again to try again.

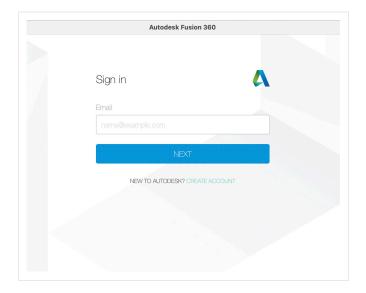


f. Open the .dmg or .exe file and go through the setup process. During the installation, you will see a progress bar. When the installation is complete, Fusion 360 will launch automatically. This may take a few minutes.



Single user install process and browser access to Fusion 360





g. Sign into Fusion 360 using your Autodesk account with education profile credentials.

**Note:** Be sure to sign into Fusion 360 using the same email address and password that you used to confirm your eligibility for free educational access.



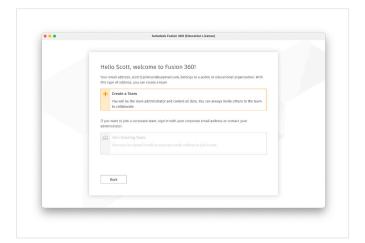
Single user install process and browser access to Fusion 360





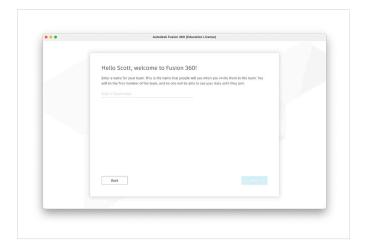
## 4 Additional steps for new Fusion 360 users

 If you are a new Fusion 360 user, the first time you sign into Fusion 360 you will see a welcome message. Click Next.



b. You will be prompted to create a team or join a team. You must be associated with a team to use Fusion 360. Once you have a team, you can use it to create projects, add people to your projects, share and manage your project data, and more. To create a team, click Create a Team.

For more on this topic, visit the Autodesk Knowledge Network article titled <u>Getting Started</u> with Fusion Team for Education.

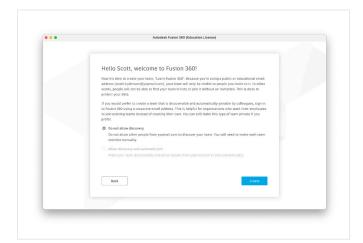


c. Enter a name for your team. It could include your name or nickname. The team name you use will be visible to anyone that you invite to your team.

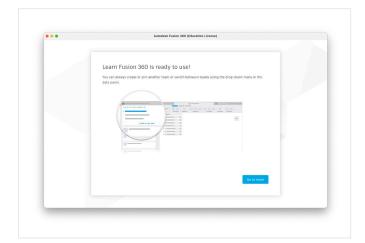


Single user install process and browser access to Fusion 360

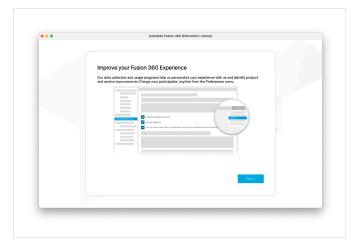




d. Check or uncheck the "Do not allow discovery" option and click Create.



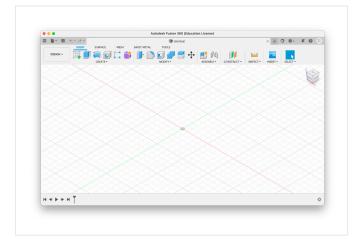
e. Your team is ready to use. Click Go To Team.



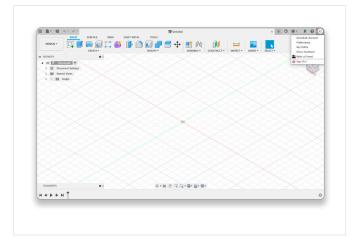
f. A message may display about improving the Fusion 360 experience. Click Got It.



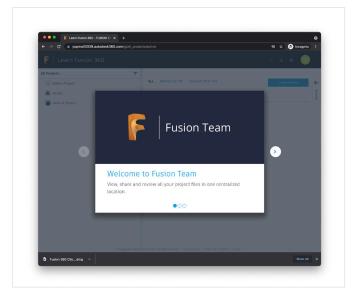




g. Fusion 360 is now ready.



h. To launch Fusion Team in a web browser, click your initials on the upper right-hand side of Fusion 360 and select My Profile.

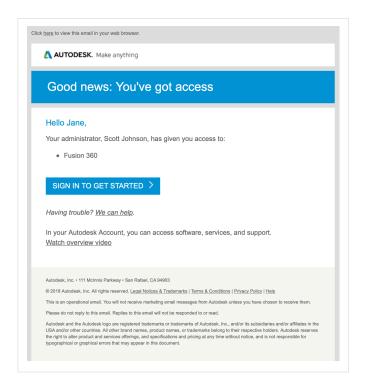


i. You will arrive at <a href="myhub.autodesk360.com">myhub.autodesk360.com</a> where you can view, share, and review all your project files in one centralized location.



#### **Option 2: Access via an Educator**

A student may create an account after getting assigned to use one or more Autodesk products by their educator. These students will not have to individually confirm their eligibility for educational access to Autodesk products.

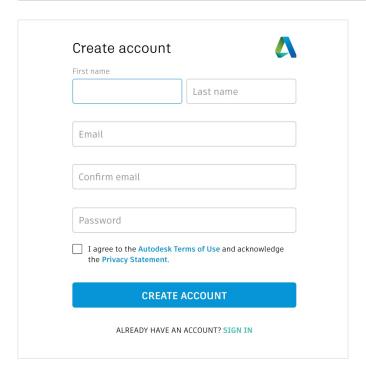




You may get an email from Autodesk that your Autodesk Account is waiting.

> This email is sent to students who have been assigned to use an Autodesk product by their educator but do not yet have an Autodesk Account associated with the email address used by their educator for the assignment.

If you receive this email, open it and click the Create My Account Now button to create a new Autodesk Account.



Enter your first name, last name, email address, and a password. The email field will be prepopulated with the email address where you received the message that "Your Autodesk Account is waiting." This email address will be your new Autodesk user ID. Be sure to confirm it by typing the email address in the confirm email field.

Check the box to agree to the Autodesk Terms of Use and Privacy Policy.

Click Create Account.

Note: Keep your user ID and password for your Autodesk Account in a safe place, such as in a password management application.



Single user install process and browser access to Fusion 360



#### Account created

This single account gives you access to all your Autodesk products



Check this box to receive electronic marketing communications from Autodesk on news, trends, events, special offers and research surveys. You can manage your preferences or unsubscribe at any time. To learn more, see the Autodesk Privacy Statement.

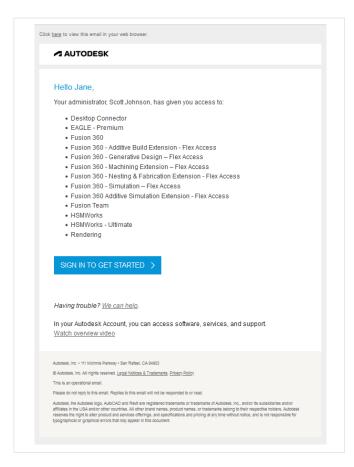
DONE

c. A message will say that your account has been created. There is a marketing opt-in checkbox on this page that you can ignore. All students being assigned to a product by their educator are automatically opted out of marketing emails. Click Done.



Single user install process and browser access to Fusion 360



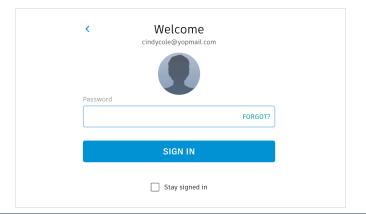


- 2 Download and install Fusion 360
  - a. You should receive an email from Autodesk that you've got access.

Open this email and click the Sign In to Get Started button.



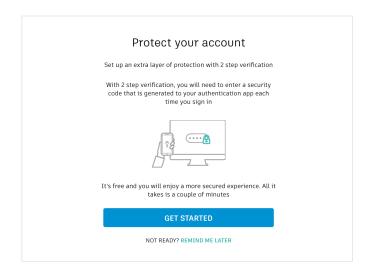
 If you are not already signed in, you will see a sign in screen. Enter the email address associated with your Autodesk Account.



c. Enter your password and click Sign In.





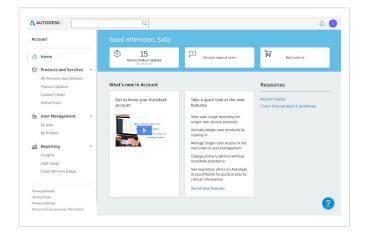


d. You will be given the option to set up 2 step verification. To set it up, click Get Started and follow the prompts. To skip this step, click Remind Me Later.



e. Check the <u>system requirements</u> for Fusion 360 software. If your computer meets these requirements, proceed to the next step and continue with the installation process.

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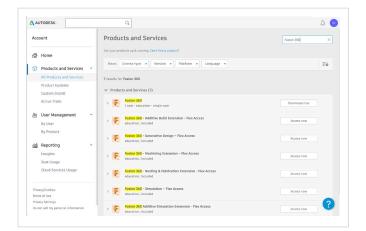


f. After setting up or skipping 2 step verification, you will arrive at <a href="mailto:manage.autodesk.com/home/">manage.autodesk.com/home/</a>. From here, click on the All Products and Services menu item on the left side of the page.

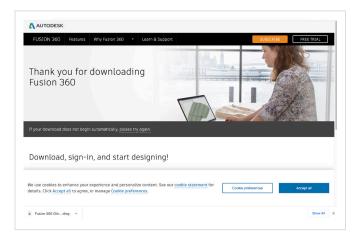


Single user install process and browser access to Fusion 360





g. This will take you to <u>manage.autodesk.com/cep/</u>. From here, locate Fusion 360 and click Download Now.



h. A new browser window will open and the Fusion 360 desktop client will download automatically.

If your download does not begin automatically, click Please Try Again to try again.

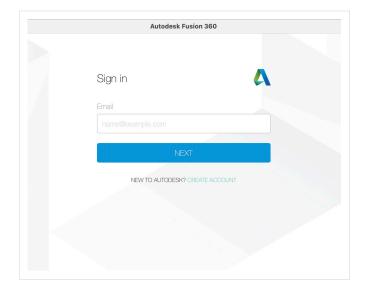


 Open the .dmg or .exe file and go through the setup process. During the installation, you will see a progress bar. When the installation is complete, Fusion 360 will launch automatically. This may take a few minutes.



Single user install process and browser access to Fusion 360





j. Sign into Fusion 360 using your email address and Autodesk account password.

Return to the instructions in the section above titled "Additional steps for new Fusion 360 users" and follow those steps.





#### Browser access to Fusion 360

All Autodesk Accounts with access to Fusion 360 software also have browser access to Fusion 360. Browser access to Fusion 360 is ideal for Chromebooks and similar devices. With no downloads or installs required to get started, browser access ensures a seamless experience between home computers and the IT lab. Browser access to Fusion 360 is only available in English. To use browser access to Fusion 360, visit <u>fusion.online.autodesk.com</u>.

### Learning resources

To help you learn Fusion 360, you can access training tutorials on the Fusion 360 product center.

#### Support resources

If you need additional support, visit the **Education Support page** or use the following resources:

- → For help with the confirmation of educational eligibility process read the <u>SheerID Student FAQ</u> or the <u>SheerID Educator FAQ</u>.
- → If you have questions about your educational eligibility, contact our verification service provider SheerID at customerservice@sheerID.com.
- → For more information about getting started with Fusion Team for Education, visit the <u>Autodesk Knowledge</u> <u>Network</u>.

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To create an account on the Autodesk Education Community, users must meet minimum age requirements, agree to its terms of use, and also satisfy all eligibility requirements, including being: (a) a faculty member; (b) a student; (c) a qualifying educational institution; or (d) an Autodesk sponsored design competition competitor or mentor.

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