



## **PDU Claiming for Evening Talks (For 2 or less PDU points)**

**Thursday, Oct 27, 2011  
Version 1.2**

## How to claim PDU

1. Login to PMI website (<http://www.pmi.org/en.aspx>).
2. Once you have login successfully, click on “myPMI” -> “Dashboard” at the top menu.
3. At Certification Status, click on “Report PDUs” link.
4. This link will load the Report PDUs Page.
5. Step 1: Select PDU Category
  - a. PDU Category (dropdown list): “Cat A: Registered Education Provider/PMI Component”
  - b. Activity Type (dropdown list): “Report a Component 1-2 PDU Event”
  - c. Then click on the “Next” button at the bottom of the page.

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### Continuing Certification Requirements System

Certificant Home > Report PDUs

- View my PDU Activity
- Report professional development units (PDUs)

#### Credentialed and Certification

- About PMI credentials
- Apply for a credential
- Join PMI
- Printable PDU Activity Reporting Form
- Become a Registered Education Provider
- Become a Provider Representative
- Find an activity
- Find a provider

#### Report Professional Development Units

Start Complete

Welcome to the online PDU Activity Reporting Form. This form can be used to submit PDU claims in compliance with PMI's Continuing Certification Requirements program.

#### Select PDU Category Step 1

PDU category and sub-category (if applicable). Indicate which of the categories best describes the activity reported.

\* PDU category Cat A: Registered Education Provider/PMI Component

\* Activity type Report a Component 1-2 PDU Event

You have selected Cat A: Registered Education Provider/PMI Component. Please remember that this category has the following limitations:

- PMI-ACP<sup>SM</sup>: No maximum
- PMP®/PgMP®: 1-2 PDUs
- PMI-SP®/PMI-RMP®: 1-2 PDUs

Please note that these category limitations are based on current rules. These rules are subject to change at any time and PMI will alert you to those changes. Therefore, you may note differences in the category limitations between the time when you completed the activity and now.

[Print PDU Category Limits](#)

[NEXT](#) [CANCEL](#)

#### Additional Resources

- Certificant User Guide
- PMP Handbook
- PgMP Handbook
- PMI-ACP Handbook
- PMI-RMP Handbook
- PMI-SP Handbook

Have questions? [Contact PMI Customer Care](#)

#### Quick Search

Know the name of the activity or provider you're looking for? Enter it below and click "Search."

[SEARCH](#)

6. Step 2: Component Search Criteria
  - a. Component ID : "C070" or
  - b. Component name: "PMI Malaysia Chapter".
  - c. Then Click "Search" Button.

The screenshot displays the 'Continuing Certification Requirements System' (CCRS) interface. The top navigation bar includes links for myPMI, Membership, Certification, Professional Development, Get Involved, Business Solutions, PMBOK® Guide and Standards, Knowledge Center, and Marketplace. The main content area is titled 'Continuing Certification Requirements System' and shows the user's progress in reporting PDU activity. A progress bar indicates the user is at the 'Report Professional Development Units' step, which is currently 'Start'.

**Component Search Criteria Step 2**  
Locate the component using the search options below. Start a search by entering either the component's ID or the name of the component and click "Search".

**Component ID:**

**Component name:**

Buttons: **BACK** **SEARCH** | **CANCEL**

**Additional Resources:**

- [Certificant User Guide](#)
- [PMP Handbook](#)
- [PgMP Handbook](#)
- [PMI-ACP Handbook](#)
- [PMI-RMP Handbook](#)
- [PMI-SP Handbook](#)

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**SEARCH**

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7. Step 3: Component Activity Information
  - a. Activity date completed: <Select the event date>
  - b. Activity title: "PMIMY Evening Talk"
  - c. Then click "Next" Button.

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## Continuing Certification Requirements System

Certificant Home > Report PDUs

### Report Professional Development Units

Start
Complete

PDU Category: Cat A: Registered Education Provider/PMI Component

Component ID: C070

Component Name: PMI Malaysia Chapter

Activity Title: PMIMY Evening Talk

Date Started: 10/21/2011

Date Completed: 10/21/2011

**Component Activity Information Step 3**

Component ID C070

Component Name PMI Malaysia Chapter

\*Activity date completed

\*Activity title

Activity meeting number

Contact person

Phone number

E-mail address

Confirm e-mail

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#### Additional Resources

- [Certificant User Guide](#)
- [PMP Handbook](#)
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- [PMI-ACP Handbook](#)
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8. Step 4: PDU Quantities
  - a. PDUs claimed: 2
  - b. Then click "Next" Button.

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## Continuing Certification Requirements System

Certificant Home > Report PDUs

### Report Professional Development Units

Start Complete

PDU Category: Cat A: Registered Education Provider/PMI Component

Component ID: C070

Component Name: PMI Malaysia Chapter

Activity Title: PMIMY Evening Talk

Date Started: 10/21/2011

Date Completed: 10/21/2011

**PDU Quantities Step 4**

Please enter the number of PDUs for this activity.

\* PDU claimed:  PMP/PgMP® Certification PDUs

Valid PDU quantities are between 1 and 2 with increments of 0.25

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#### Additional Resources

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9. Step 5: Confirmation and Submission
  - a. Upon acceptance, Checked the “I agree this claim is accurate”.
  - b. Then click “Submit” Button.

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### Report Professional Development Units

Start Complete

**PDU Category:** Cat A: Registered Education Provider/PMI Component

**Component ID:** C070

**Component Name:** PMI Malaysia Chapter

**Activity Title:** PMIMY Evening Talk

**Date Started:** 10/21/2011

**Date Completed:** 10/21/2011

#### Confirmation and Submission **Step 5**

"By submitting this claim, I attest that the information I have provided is correct. I understand that any misrepresentation or incorrect information provided may result in disciplinary action, including suspension or revocation of my PMI certification and/or credential."

I agree this claim is accurate.

[BACK](#) [SUBMIT](#) | [CANCEL](#)

#### Additional Resources

- Certificant User Guide
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10. Submission Results Page.

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### Report Professional Development Units

Start
Complete

**PDU Category:** Cat A: Registered Education Provider/PMI Component

**Component ID:** C070

**Component Name:** PMI Malaysia Chapter

**Activity Title:** PMIMY Evening Talk

**Date Started:** 10/21/2011

**Date Completed:** 10/21/2011

**Submission Results**

Please print this page for your records by using the print option in your browser.

Submission Result	PMI ID	Name	Type	Claim ID	Claimed Quantity
✔ Submitted	1552876	Wei Li Pang	PMP/PgMP®	5212766	2

Thank you for using the online Continuing Certification Requirements System. PMI will communicate with you by e-mail to confirm your activity claim and the PDUs earned for the claim.

REPORT ANOTHER CLAIM
[Return to PDU Activity](#)

**Additional Resources**

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