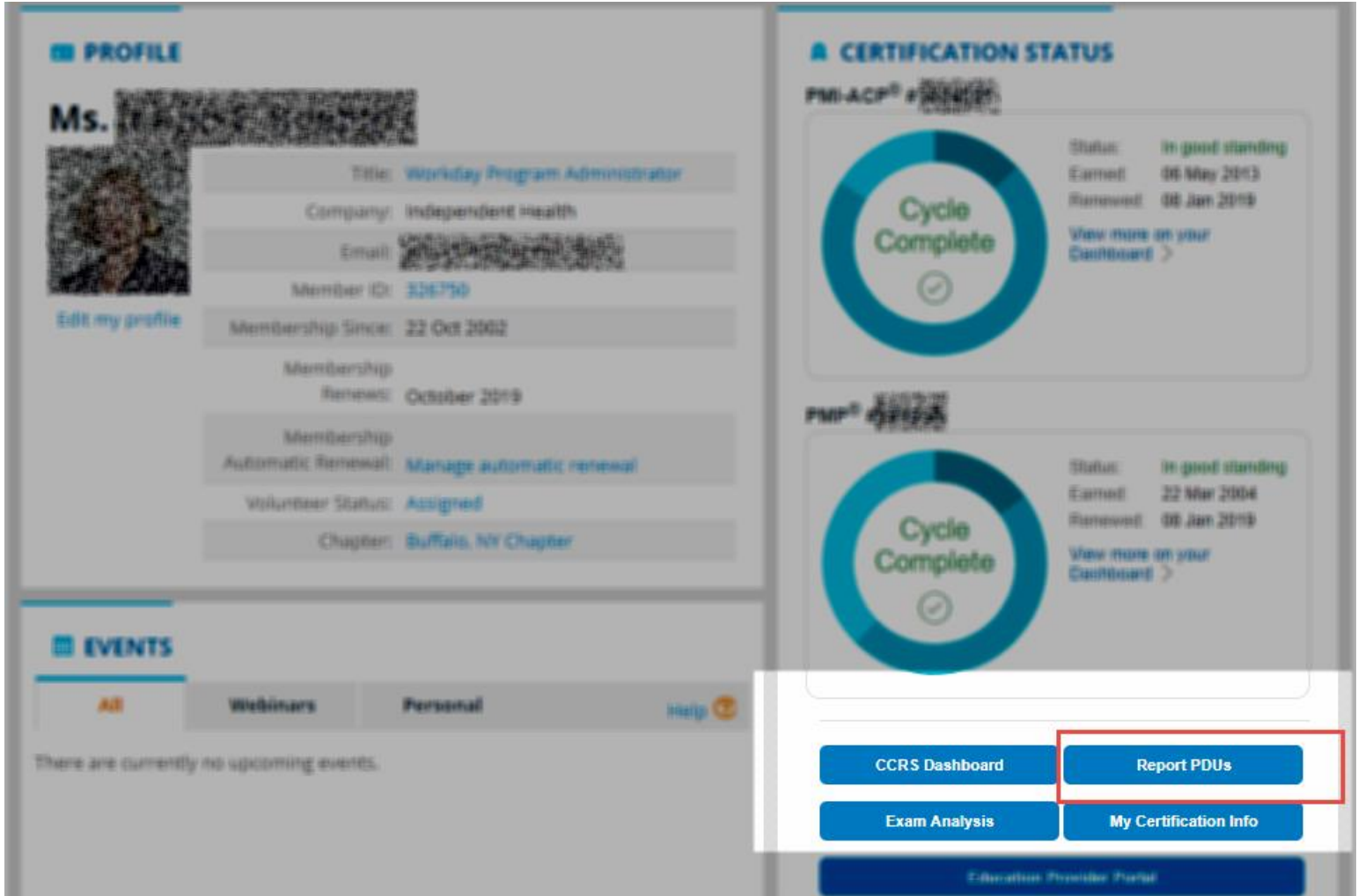


## How to Claim PDU's –

- 1) Login to PMI.org and navigate to your myPMI dashboard. On the right hand side, please select the button called “Report PDU's”



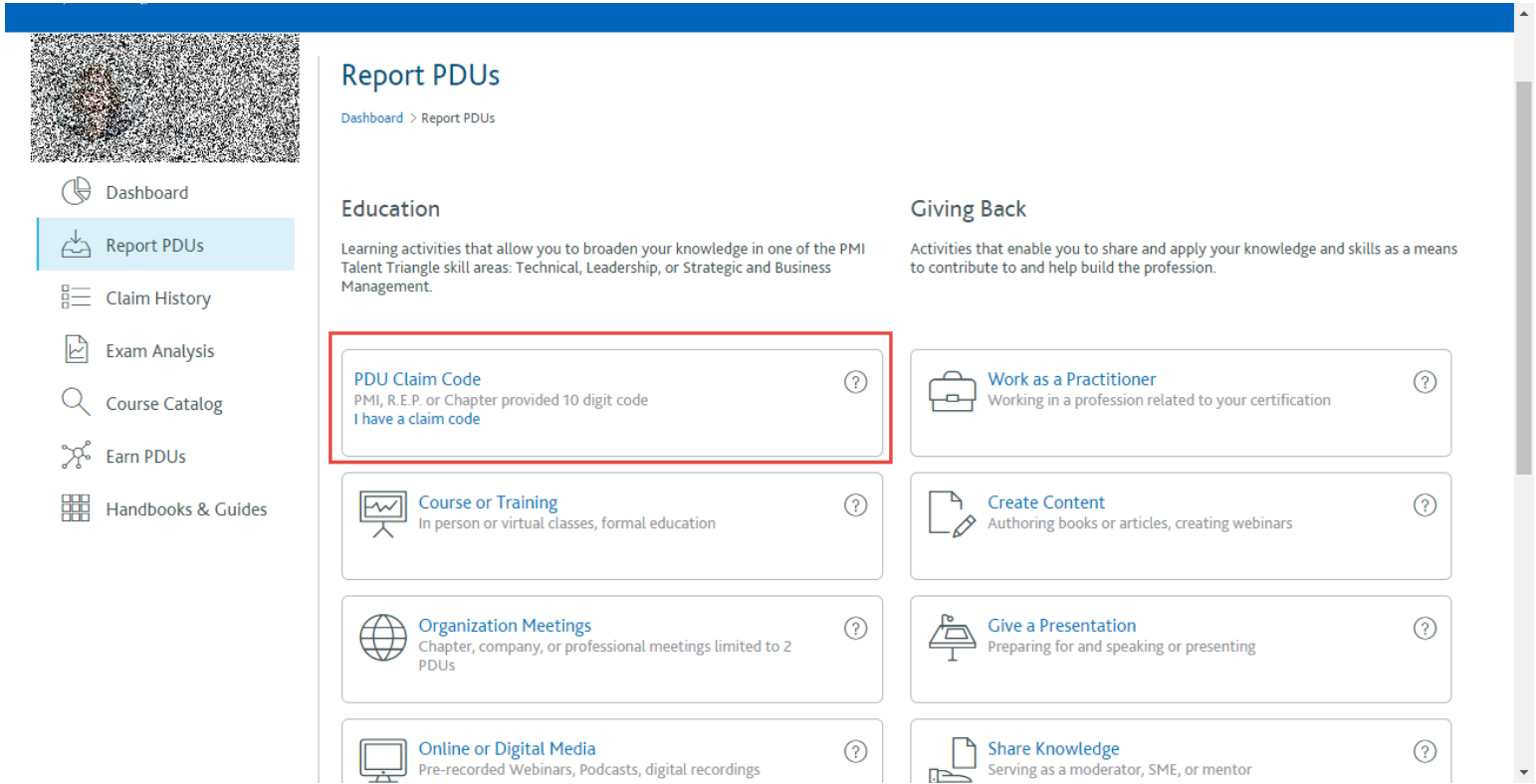
The screenshot displays the myPMI dashboard with two main sections: PROFILE and CERTIFICATION STATUS. The PROFILE section includes a user photo, title (Workday Program Administrator), company (Independent Health), email, member ID (326750), membership start date (22 Oct 2002), renewal date (October 2019), automatic renewal settings, volunteer status (Assigned), and chapter (Buffalo, NY Chapter). The CERTIFICATION STATUS section shows two certifications: PMI-ACP® and PMP®, both with a "Cycle Complete" status and "In good standing" status. A red box highlights the "Report PDU's" button in the navigation menu at the bottom right of the dashboard.

Certification	Status	Earned	Renewed
PMI-ACP®	In good standing	06 May 2013	08 Jan 2019
PMP®	In good standing	22 Mar 2004	08 Jan 2019

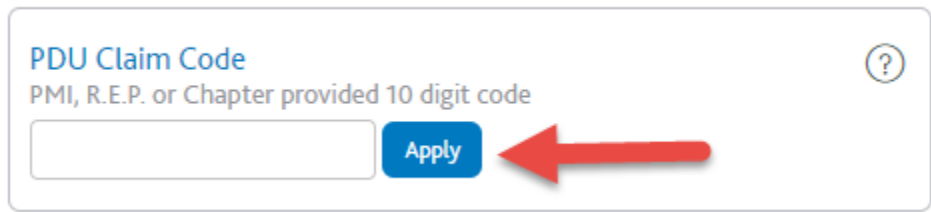
Navigation Menu:

- CCRS Dashboard
- Report PDU's**
- Exam Analysis
- My Certification Info
- Certification Provider Portal

- 2) You will be taken to the Continuing Certification Requirements System (CCRS), please navigate to the box 'PDU Claim Code' and select "I have a claim code".



The screenshot shows the 'Report PDUs' dashboard. On the left is a navigation menu with options: Dashboard, Report PDUs (highlighted), Claim History, Exam Analysis, Course Catalog, Earn PDUs, and Handbooks & Guides. The main content area is titled 'Report PDUs' and includes a breadcrumb 'Dashboard > Report PDUs'. It is divided into two columns: 'Education' and 'Giving Back'. The 'Education' column contains five options: 'PDU Claim Code' (highlighted with a red box), 'Course or Training', 'Organization Meetings', and 'Online or Digital Media'. The 'Giving Back' column contains four options: 'Work as a Practitioner', 'Create Content', 'Give a Presentation', and 'Share Knowledge'. Each option includes a brief description and a help icon.



This is a close-up of the 'PDU Claim Code' option. It features the title 'PDU Claim Code', a subtitle 'PMI, R.E.P. or Chapter provided 10 digit code', and a help icon. Below the text is an empty input field and a blue 'Apply' button. A red arrow points to the 'Apply' button.



## PDU Claim Codes –

Sessions are listed in order according to the agenda. The session title will be displayed in the CCRS as follows:

Session Title	PDU Claim Code
ZZY	123456
ABC	7891011

As a reminder, all credential holders are held accountable to the PMI Code of Ethics and Professional Conduct. Please refer to Page 19 of the CCR Handbook (<https://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/ccr-certification-requirements-handbook.pdf?la=en>). We kindly ask you to claim PDUs for only those courses for which you attended in full.

