

# WebによるPDU申請方法

## 1. PMI本部のPDU申請ページ

<http://www.pmi.org/CCRS> にアクセスし、ユーザ名、パスワードでログインします。

ユーザ名、パスワードを入力しログインする。

ユーザ登録されていない方は登録を行ってください。

Log in をクリック

## 2. PDUの登録を選択します。

Report PDU  
をクリックする。

The screenshot shows the PMI website interface. The browser address bar displays <https://www.pmi.org/CCRS/Certificants/Transcript.aspx>. The page title is "CCRS: PDU Activity". The user is logged in as "TARO CHIBA" with a "Log Out" link. The main content area is titled "Continuing Certification Requirements" and includes a "PDU Activity as of 9/6/2009" section. A yellow callout bubble points to the "Report PDU" link in the navigation bar. The "Progress Toward Recertification" section shows a progress bar for 60.00 Required and 0.00 Applied PDU units. The "Cycle Detail by Credential" section shows the current cycle dates as 6/12/2010 - 6/11/2013.

CCRS: PDU Activity - Windows Internet Explorer  
https://www.pmi.org/CCRS/Certificants/Transcript.aspx

ファイル(E) 編集(E) 表示(V) お気に入り(A) ツール(T) ヘルプ(H)  
× EJ- ページ翻訳 選択文翻訳 辞書 検索 読み上げ ツール

お気に入り おすすめサイト HotMail の無料サービス Windows メディア リンクのカスタマイズ おすすめアドオン...

CCRS: PDU Activity

**PMI**  
PROJECT MANAGEMENT INSTITUTE

Continuing Certification Requirements

The summary below shows your professional development transcript to date. You will see detailed professional development unit (PDU) information for each claim you submitted. This information will help you map out what is needed to maintain the required amount of PDUs for your specific credential within your certification cycle to maintain your credential.  
To see full details on a specific activity, click on the plus icon.

Welcome TARO CHIBA  
Log Out

PMP® # 333333  
In good standing

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

**Credentials 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

**PDU Activity as of 9/6/2009**

Report PDU | Print Transcript | Print PDU Category Limits

This information is only intended for Project Management Institute (PMI) use. It is not intended for any other academic/development evaluation as the items it contains are based on PMI Credential holder submissions.

My Name: TARO CHIBA  
My PMI ID: 343434

**Progress Toward Recertification:**  
PMP® Current Cycle Dates: 6/12/2010 - 6/11/2013  
60.00 Required  
0.00 Applied

**Cycle Detail by Credential:**  
PMP®  
Cycle Dates: 6/12/2010 - 6/11/2013 (Current Cycle) Previous Cycle Next Cycle

**Additional Resources**

- Certificant User Guide
- PMP Handbook
- PgMP 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

javascript:\_doPostBack('ctl100\$ctl110\$lnkClaimPDU','')

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### 3. PDU登録の 카테고리を選択します。(次ページ説明に続く)

CCRS:PDU Claim - Windows Internet Explorer  
https://www.pmi.org/CCRS/Certificants/ClaimPDU.aspx

Continue Certification Requirements System  
Welcome TARO CHIBA  
Log Out

Certificant Home > Report PDUs

**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 1: Formal Academic Education
- Cat 2A: Author of Refereed Journal Article
- Cat 2A: Co-author of a Refereed Journal Article
- Cat 2B: Author of a Non-refereed Journal Article
- Cat 2B: Co-author of a Non-refereed Journal Article
- Cat 2C: Speaker on a project management topic at an education program
- Cat 2D: Speaker on a project management topic at a PMI regular Component
- Cat 2E: Member or moderator of a project management panel discussion
- Cat 2F: Author of a project management textbook
- Cat 2F: Co-author of a project management textbook
- Cat 2G: Developer of a new project management learning program
- Cat 2H: Practitioner - project work experience
- Cat 2SDL: Self-Directed Learning
- Cat 3: Registered Education Provider program/PMI Component Event**
- Cat 4: Other Program Provider
- Cat 5A: Officer of Project Management Organization
- Cat 5B: Committee member of a Project Management Organization
- Cat 5C: Providing PM Related Services to a Community or Charitable Group

Additional Resources

- Certificant User Handbook
- PMP Handbook
- PgMP Handbook
- PMI-PMI 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."

Print PDU Category

Cancel

プルダウンボタンをクリックし  
カテゴリを選択する。  
(例)教育受講はカテゴリ3

教育受講はカテゴリ3を  
クリック

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## 4. PDU登録の内容種別(Activiy type)を選択します。

CCRS:PDU Claim - Windows Internet Explorer  
https://www.pmi.org/CCRS/Certificants/ClaimPDU.aspx

Welcome TARO CHIBA

Continuing Certification Requirements System  
Certificant Home > Report PDUs

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 3: Registered Education Provider program/PMI Component Event

\* Activity type Find an Activity (Course or Event)

You have selected Cat 3: Registered Education Provider program/PMI Component Event. Please remember that this category has the following limitations:

PMP®/PgMP®: No maximum  
PMI-SP®/PMI-RMP®: No maximum

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

Additional Resources  
PMP Handbook  
PgMP 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

NEXT Cancel

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## 5. プロバイダー番号(教育機関)と教育コース番号を入力し SEARCHをクリックし検索します。

The screenshot shows the 'Report Professional Development Units' page in the PMI CCRS system. The page is titled 'Continuing Certification Requirements System' and 'Report Professional Development Units'. The user is logged in as TARO. The page shows the 'Provider Activity Search Criteria Step 2' section, which includes the following fields:

- Start: [ ] Complete: [ ]
- PDU Category: Cat 3: Registered Education Provider program/PMI Component Event
- Provider Activity Search Criteria Step 2
- Locate the course you completed using the search options below. Start your search by entering either the name or number of your provider or the name or number of the activity and click "Search".
- Provider number: [C152]
- Provider name: [ ]
- Activity number: [TK0271]
- Activity name: [ ]
- SEARCH Previous Cancel

Yellow callout boxes provide instructions for each field:

- プロバイダー番号(教育機関)を入力する。(PMI日本支部は、C152)
- 教育コース番号を入力する。(例 TK0271)
- SEARCHをクリックし検索開始

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6. プロバイダー番号(教育機関)と教育コース番号で検索されたコースが表示される。  
確認を行い、登録するコース番号を選択し、クリックしてください。

The screenshot shows the PMI website interface. The main content area is titled 'Report Professional Development Units'. It includes a progress bar from 'Start' to 'Complete' and a 'PDU Category' of 'Cat 3: Registered Education Provider program/PMI Component Event'. Below this is the 'Provider Activity Search Results Step 3' section, which contains a table of search results. The table has columns for 'Activity #', 'Activity Name', 'Provider Name', 'Provider #', and 'PDUs'. A single result is shown for activity TK0271, which is 'PMI TOKYO FORUM 2008 (DAY-1)' provided by 'PMI Tokyo, Japan Chapter' (Provider # C152). The PDUs listed are PMP/PgMP@: 6.00, PMI-SP@: 6.00, and PMI-RMP@: 6.00. A yellow callout bubble points to the activity name and contains the following text: '検索された教育コース番号とコース名等が表示される。' and '複数件表示される場合があるが登録コースを選択しコース番号をクリックする。'

Activity #	Activity Name	Provider Name	Provider #	PDUs
TK0271	PMI TOKYO FORUM 2008 (DAY-1)	PMI Tokyo, Japan Chapter	C152	PMP/PgMP@: 6.00 PMI-SP@: 6.00 PMI-RMP@: 6.00

**7. 受講した教育コースの開始日付、完了日付を入力します。  
アンケートを入力します。（5段階のチェックで、上が非常に良い、下が非常に悪い）  
NEXTをクリックし次へ**

The screenshot shows the 'Report Professional Development Units' form in a web browser. The form includes fields for 'Start' and 'Complete' dates, 'PDU Category', and 'Activity Title'. It also features a section for 'Provider Activity Search Results' and a survey section with radio button options for 'This activity met all stated objectives' and 'Satisfaction with this provider'. A 'NEXT' button is visible at the bottom of the form.

Callout 1 (top right): 教育コースの開始日付、完了日付をカレンダーで入力する。

Callout 2 (middle right): 目的達成度のアンケート 5段階評価でチェックをいれる。

Callout 3 (bottom right): 満足度のアンケート 5段階評価でチェックをいれる。

Callout 4 (bottom right): NEXTをクリック

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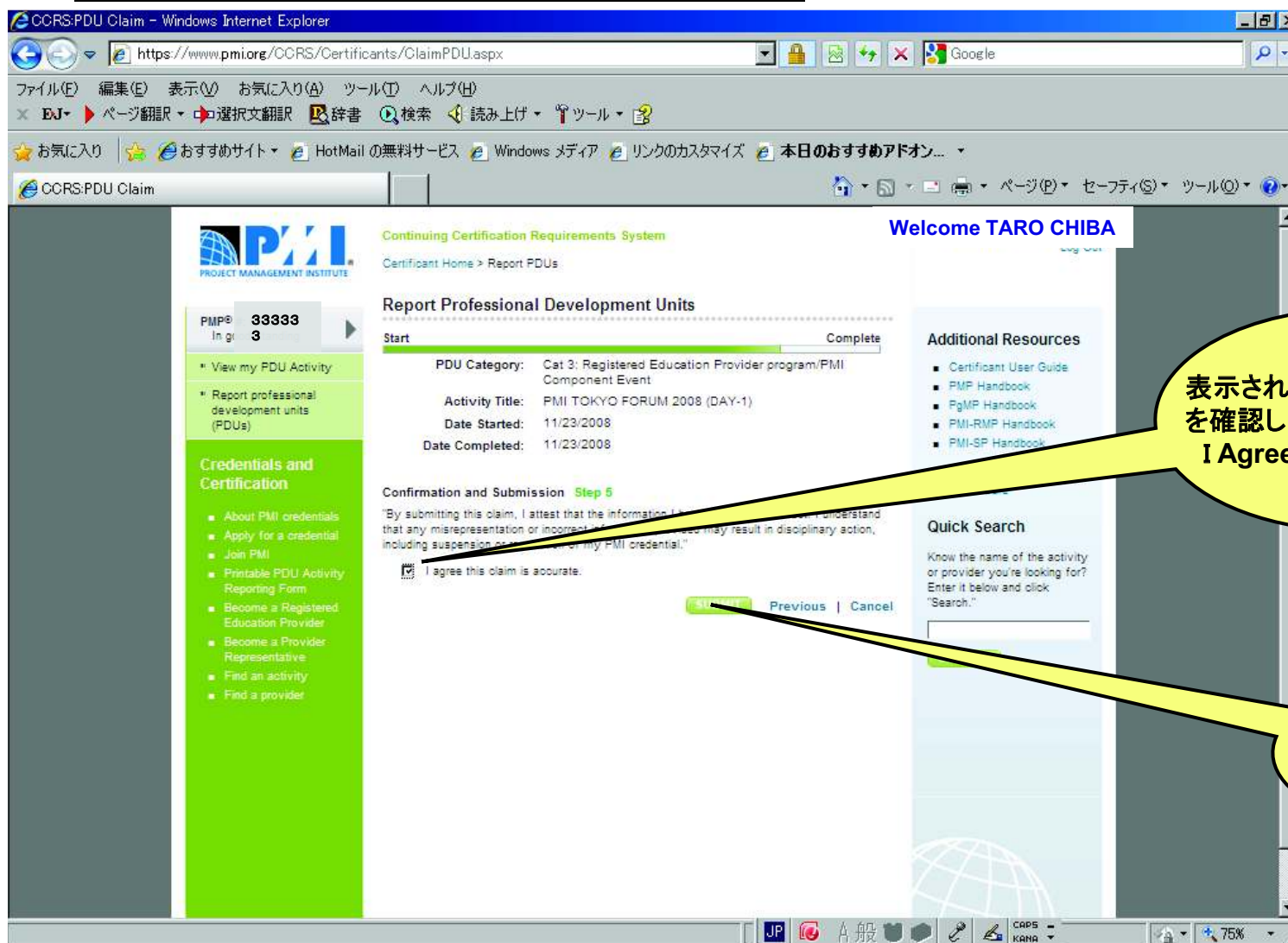
## 8. 入力した内容を確認します。PDU数も確認してください。 NEXTをクリックし次へ

登録するPDU数を確認してください

NEXTをクリック

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- 9. 入力した登録内容が表示されます。 全ての内容が正しく入力されたか確認してください。**  
**OKなら 必ずAgreeにチェックを入れてください。**  
**SubmitNEXTをクリックしてください。 確認結果の画面が表示されます。**  
**以上で、PDUの登録申請手続きは完了です。**



表示された登録内容  
を確認し、OKなら必ず  
I Agree にチェックを入れる

Submit をクリックし  
登録実行