



PMI-NAC Chapter Meeting
20 October 2009
11:30 – 1:00 PM
Carrabba's Restaurant

Certificate of Attendance

Topic: Demystifying Risk Assessment
Speaker: Jimmy Black and Greg Smith

Name: _____ **PMI Member Number:** _____

Professional Development Units(PDU) Reporting Instructions

PMPs report online at: www.PMI.org/CCRS. Use this form only for reporting chapter meetings and seminars offering one or two PDUs. Keep this certificate in your personal records for verification in the event you are audited.

PDU Self Report Form Item	PDU Self Report Form Item Data
Component ID	C051 (C zero 51)
Contact Person	Allen Green
Contact Phone No.	256-683-7423
Contact email	allengreen@me.com
Category No.	3
Activity Type	Component 1 to 2 PDU Event
Activity Title	See Topic Above
Activity Date Completed	See Above
PDUs Earned	1

Detailed Instructions for Reporting Chapter Meeting PDUs Online

1. Go to <http://www.PMI.org/CCRS>.
2. Click **Log In** in upper right corner.
3. Enter your PMI.org user name and password. If you don't already have an account, you must create one. Click **Log In**.
4. Click on **Report PDU**.
5. In the PDU Category dropdown list, select **Cat 3 – Registered Education Provider Program/PMI Component Event**.
6. In Activity Type dropdown list, select **Report a Component 1-2 PDU Event**. Click **Next**.
7. Complete the Component Activity Information using the above information. Leave Activity Meeting Number blank. Click **Next**.
8. Enter the number of PDUs from above information. Click **Next**.
9. Confirm the accuracy of the information; check the "I agree" box. Click **Submit**.
10. You should receive two emails from PMI Care – one confirming your entry and another announcing approval.