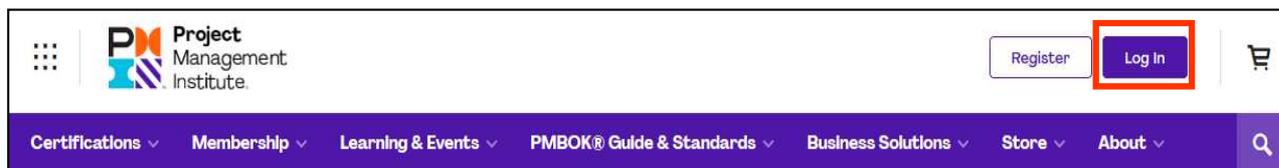


レシート出力方法

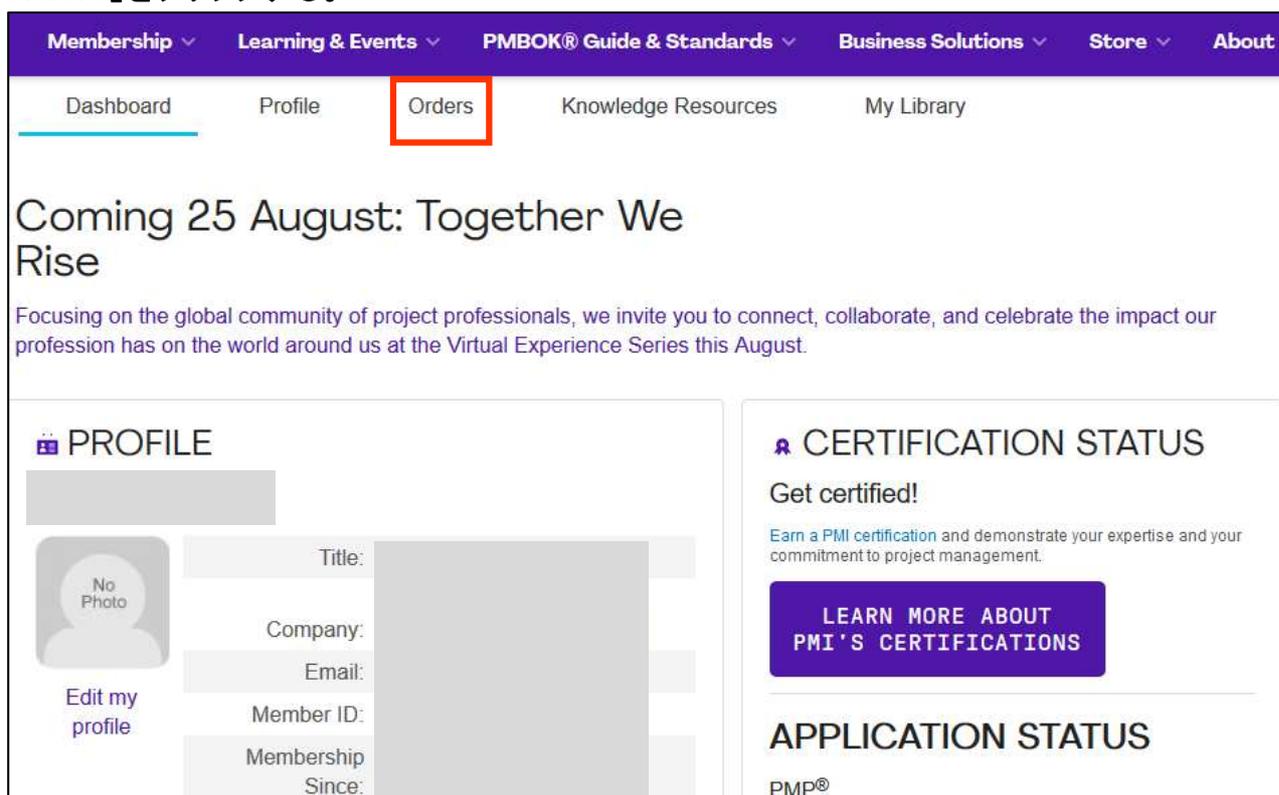
<1> PMI®のトップページ(<http://www.pmi.org/>)にアクセスし、右上にある[LOG IN]をクリックする。



<2> UsernameとPasswordの欄に、PMI®へ登録したユーザー名とパスワードを入力し、「LOG IN」をクリックする。

A screenshot of the 'Log In' form on the PMI website. The form has two input fields: 'Username' and 'Password'. To the right of each field is a link: 'Forgot Username?' and 'Forgot Password?'. Below the input fields is a large purple button with the text 'LOG IN' in white, which is highlighted with a red rectangular box. At the bottom of the form, there is a link that says 'Don't have an account? Register now'.

<3> 「Orders」をクリックする。



<4-1> (PMI®会員の場合) 「Order #」にあるナンバーをクリックする。

Dashboard Profile **Orders** Knowledge Resources My Library

Orders

Order History

Payment Methods

Order History

Below, you can review the history of your orders at the PMI Store, where PMI members get discounted prices.
To view your Certification Order Receipts, go to your [Certification Order History](#).

Filter By: All

Date	Order Details	Qty	Total Cost	Status
3 AUG '20	Order #: [Redacted] PMP Exam, CBT Individual Membership and \$10 Application Fee	1 1	\$544.00	complete complete complete

<4-2> 「Print Receipt」をクリックする。

Order Date : 3 August 2020

・PMP®受験料 : \$ 405 (再受験 : \$ 275)

Order Items	Price	Qty	Total	Status
PMP Exam, CBT	\$405.00	1	\$405.00	complete
Individual Membership and \$10 Application Fee	\$139.00	1	\$139.00	complete

・PMI®会員料 : \$ 139

Item Subtotal	2	\$544.00
Discounts and Promotions		\$0.00
Shipping and Handling		\$0.00
Tax		\$0.00
Order Total		\$544.00

Bill To: [Redacted] Payment Method: [Redacted]

Email: [Redacted]

Print Receipt ← クリックすると印刷画面が表示される

<5-1> (PMI®非会員の場合) 「Order #」にあるナンバーをクリックする。

Dashboard Profile **Orders** Knowledge Resources My Library

Orders

Order History

Payment Methods

Order History

Below, you can review the history of your orders at the PMI Store, where PMI members get discounted prices.
To view your Certification Order Receipts, go to your [Certification Order History](#).

Filter By: All

Date	Order Details	Qty	Total Cost	Status
10 JUL '20	Order #: [Red Box] PMP Exam, CBT	1	\$555.00	complete complete

<5-2> 「Print Receipt」をクリックする。

Order Date : 10 July 2020

Order Items	Price	Qty	Total	Status
PMP Exam, CBT	\$555.00	1	\$555.00	complete

・PMI®非会員料: \$555(再受験: \$375)

Item Subtotal 1 **\$555.00**

Discounts and Promotions \$0.00

Shipping and Handling \$0.00

Tax \$0.00

Order Total **\$555.00**

Bill To: [Redacted] **Payment Method:** [Redacted]

Email: [Redacted]

Print Receipt ← クリックすると印刷画面が表示される