レシート出力方法

<1>PMI®のトップページ(https://www.pmi.org/)にアクセスし、右上にある「Log in」をクリックする。

🞇	Project Management Institute.				Store 몇	Log in Register
Explore	Certifications	Membership	Standards & Publications	Learning & Events	Business Solutions	٩

<2> PMI[®]へ登録したEmailアドレス(ユーザー名)とパスワードを入力し、「LOG IN」をクリックする。

Log In	
Username or Email	Forgot Username?
-	ー Emailアドレス(ユーザー名)を入力
Password	Forgot Password?
-	パスワードを入力
LOG IN	
G Sign in with Google in Sign in with L	inkedin Sign in with Facebook
Don't have an ac Register no	count? W

<3> 「name」→「Dashboard」をクリックする。

Management Institute.		Store 멷 다
Explore Certifications	Membership Standards & Publications L	earning & Events Business Solutions
Management Institute.		Store ਸ਼੍ਰ 🔒 🛁 🗸
Explore Certifications	Membership Standards & Publications Lea	ning & Events Business Solutio
🚳 Dashboard		. Account
A Account	Dashboard	Certification
Account V		🧏 Membership
👷 Certifications 🗸 🗸		E Subscriptions
		Career Navigator
🏨 Membersnip 🗸 🗸		Get the resources,
Subscriptions		support you need

Explore Certification	Membership	Standards & Publications	Learning & Events	Business Solutions			
myPMI							
Dashboard				Dashboard			
Account	>						
Certifications	>					Hi,	
Membership	>						
Events					PMI ID:	Get the resources support you nee	s, opportunities and ed to move ahead.
Products & Subscriptions					Edit Account	Become a	PMI Member
Career Navigator						View memb	ership benefits
Courses Library						01	Mahartan
Log Out						Find a Chapter	Find an opportunity

<5>「Order History」をクリックする。

Explore Certifications	Membership	Standards & Publications	Learning & Events	Business S	olutions	
< Main Menu						
Account					Personal Information	
Personal Information						
Profile Overview					General Information	Edit
Communication Preferences					Name	Title Project Management
Security						
Payment Methods					Birthdate 1992	Organization
Order History						
					Email	
					Email	> Edit
						+ Arid Fmail
						1 Aud Linui

<6>「View Details」をクリックする。

PMI®会員の手続きをした場合、 PMI®会員料 · PMP®受験料の2つが表示される。

Explore Certifications Memb	ership Standards & Publications	Learning & Events B	Business Solutions		
< Main Menu					
Account			Order History		
Personal Information			To view your Certification Order Receipts, go to your Certification O	Order History.	
Profile Overview			2 Total		
Communication Preferences					_
Security			Order # Order Placed 24 May 2023	Status Complete	View Details
Payment Methods					
Order History			Project Management Professional (PMP)® Exam	│ PMI®非会員の場合 \$555.00 ├─	\$405.00
				This total includes taxes, discounts, and shipping	Total: \$405.00
			Order # Order Placed 10 March 2023	Status Complete	View Details
			Individual Membership and Application Fee		\$139.00
				This tots PMI [®] 会員料	Total: \$152.90

IM						
shboard		Order Details			Order Invoid	•
count	>					
Jertifications	>	Order#	Order Placed 24 May 2023	Status Complete	Email	
lembership	>					
Events		Project Management Professional (PMP) Qty: 1	8 Exam			\$
roducts & Subscriptions						
areer Navigator					Subtotal:	
urses Library					Discounts & Promotions: Shipping: Tax:	
og Out					Grand Total:	1
		Payment Method	Billing Address			
		VISA				
		_				
						_

<7-2> <7-1>で「order Invoice」をクリックすると、下記のInvoiceが表示される。「Print」をクリックする。

Explore	Certifications	Membership	Standards & Publications	Learning & Events	ts Business Solutions	
myPMI						
Dashboard					Invoice	🖶 Print
Account		>				_
Certification	15	>			Supplier Project Management Institute Inc.	
Membershi	p	>			14 Campus Blvd	
Events					VATIGST ID nr.	
Products &	Subscriptions				00105	
Career Nav	igator				Customer	
Courses Lit	orary					
Log Out					Invoice Date 24 May 2023	
					Invoice # Transaction Date 24 May 2023	
					Description of Quantity Net amount per Discount applied VAT/GST rate VAT/GST amou	unt per
					goods/services item supply	
					Project Management 1 \$405.00 \$0.00 0.00% \$0.00	
					Net amount per VAT/GST rate 0.00%	\$405.00
B GW					VAT/IGST amount per VAT/IGST rate	\$0.00 \$405.00
Feedbac					Total Gross Amount:	\$405.00
~		_				
					PMI [®] 非会員の場合 \$5	55.00