

PROCONS ACADEMY

PDU's CLAIMING GUIDE

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By using this Guide Book, you are implicitly accepting the terms outlined in the following Disclaimer as well as on the associated Procons Academy website. Pro Consultancy International (Pvt) Ltd (Or herein named as 'Pro Consultancy') has taken great care to create all the content in this document in strict adherence to PMI's CCR Handbook, Code of Ethics and Professional Conduct.

Every piece of information presented in this workbook serves purely informational and educational purposes. Pro Consultancy has thoroughly curated the contents to provide the most accurate information possible.

This comprehensive guidebook provides detailed instructions on how to successfully claim PDUs for Pro Consultancy (or Procons Academy) courses.

It is worth mentioning that Pro Consultancy International (Pvt) Ltd is an Authorized Training Partner (ATP). Finally, for the most current, accurate, and correct information, it is advisable to go through the CCR Handbook or the latest standards from the Project Management Institute, Inc.

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1 CCR Program Overview

PMI's Continuing Certification Requirements (CCR) program supports the ongoing educational and professional development of our certification holders so they are always prepared to meet the demands of today's complex business environment. The purpose of the CCR program is to:

- *Enhance continuous learning and development among certification holders*
- *Provide direction in development areas to ensure relevancy of certified practitioners*
- *Encourage and recognize individualized learning opportunities*
- *Offer a mechanism for attaining and recording professional development activities*
- *Sustain the global recognition and value of PMI credentials*

PMI's Continuing Certification Requirements (CCR) program supports the ongoing educational and professional development of our certification holders so they are always prepared to meet the demands of today's complex business environment. The purpose of the CCR program is to:

Everyone who earns a PMI certification must actively maintain their certification(s) through participation in the CCR Program and renewal of their certification(s). The renewal cycle is every 3 years for PMP, PgMP, PfMP, PMI-PBA, PMI-ACP, PMI-RMP, PMI-SP and CAPM. There is a 1-year renewal cycle for Discipline Agile certifications.

Note: Please note that the current PMI certifications include PMP, PgMP, PfMP, PMI-PBA, PMI-ACP, PMI-RMP, PMI-SP, CAPM, and Discipline Agile.

Visit <https://www.pmi.org/certifications>

Partaking in professional development and learning activities allows certification holders to earn Professional Development Units (PDUs), fulfilling the continuing certification requirements and ultimately growing and developing as a practitioner.

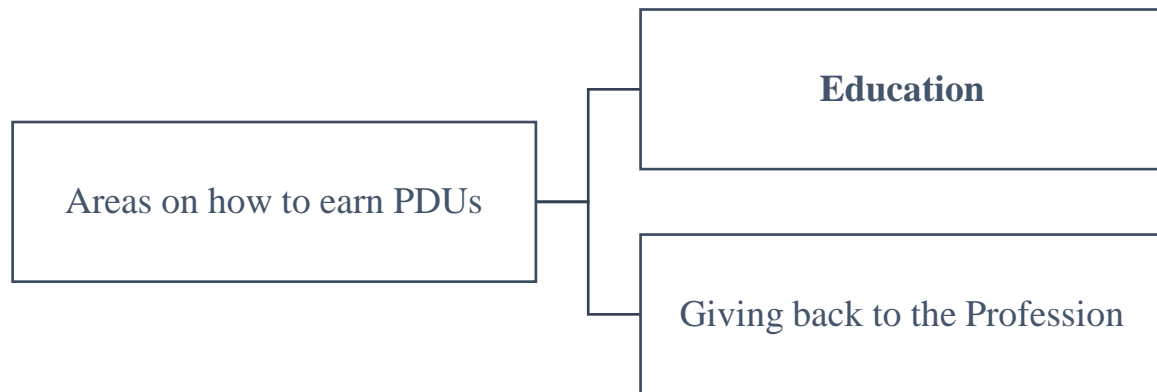
We know that each individual has different professional needs and desires. The CCR program is designed to be flexible so that it can adapt to those needs and allow you to customize your CCR activities. The CCR program provides a general framework and guidance—you determine your ultimate CCR and development path.

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2 CCR Requirements for PMI Certifications

All PMI certification holders must earn PDUs to actively maintain their PMI certification(s). These PDUs can be earned through various professional development activities that center on one of two areas:



Note: Because you've engaged in Pro Consultancy authorized courses, your category or area is Education.

There are different CCR requirements for each PMI certification, as outlined below:

Certification	Certification Cycle	Total PDUs Required	Education Minimum PDUs	Giving Back Maximum PDUs
PMP	3 years	60	35	25
PgMP	3 years	60	35	25
PfMP	3 years	60	35	25
PMI-PBA	3 years	60	35	25
PMI-ACP	3 years	30	18	12
PMI-RMP	3 years	30	18	12
PMI-SP	3 years	30	18	12
CAPM	3 years	15	9	6

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2.1 Education

PMI has always been committed to empowering project professionals to develop a robust set of skills, but project professionals now need a skillset inclusive of different disciplines and practices, as well as other in-demand skills.

To help you navigate this changing world of work and embrace smarter ways of working, we've updated the sides of the PMI Talent Triangle® to now focus on: Ways of Working (formerly Technical Project Management), Power Skills (formerly Leadership), and Strategic Business Acumen (formerly Strategic and Business Management).



Ways of Working: It's clear that there is more than one way that work gets done today. We encourage mastering as many ways of working as possible — so you can apply the right technique at the right time, delivering winning results.

Power Skills: These interpersonal skills include collaborative leadership, communication, an innovative mindset, for-purpose orientation, and empathy. Ensuring teams have these skills allows them to maintain influence with a variety of stakeholders— a critical component for making change.

Business Acumen: Professionals at all levels need to be able to cultivate effective decision-making and understand how their projects align with the big picture of broader organizational strategy and global trends.

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The education component of the CCR program is aligned with the PMI Talent Triangle to ensure you are equipped to remain relevant in a continually changing business environment. As a certification holder you must earn a minimum number of PDUs in each of the skill areas of the PMI Talent Triangle—Ways of Working, Power Skills, and Business Acumen. Education PDUs can exceed this amount and there is no limit on the number of PDUs that can be earned in education.

The education requirements are further broken down based on the PMI Talent Triangle skill areas as detailed below:

Education PDUs—Minimum Talent Triangle Requirements				
Certification and Education Minimum PDUs	Ways of Working PDUs Required	Power Skills PDUs Required	Business Acumen PDUs Required	Remaining PDUs In any area of Talent Triangle
PMP 35	8	8	8	11
PgMP 35	8	8	8	11
PfMP 35	8	8	8	11
PMI-PBA 35	8	8	8	11
PMI-ACP 18	4	4	4	6
PMI-RMP 18	4	4	4	6
PMI-SP 18	4	4	4	6
CAPM 9	2	2	2	3

Note: You can request PDUs exclusively for the listed PMI certifications by assigning the appropriate PDU values to each category within the PMI Talent Triangle. Below, you will find detailed explanations of the claiming process and PDU allocation based on the PMI Talent Triangle.

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3 OUR COURSES EDUCATION PDU's

The education PDUs of our courses in accordance to the PMI talent triangle are detailed below;

Pro Consultancy Courses	PDU's under Ways of Working	PDU's under Power Skills	PDU's under Business Acumen	Total PDU's
Advanced Certificate Course on Project Planning	18	9	9	36
PMI-RMP Training Course	15	10	5	30
Project Planning & Scheduling Using Microsoft Project	6	3	3	12
Project Planning and Scheduling with Primavera P6	6	3	3	12
Foundations in Project Management for CAPM Exam Preparation	10	10	5	25
Project Data Analysis and Visualization using Power BI	10	0	5	15
Agile Workshop and Practical Project Management With JIRA	12	0	0	12
Civil, Mechanical & Electrical Drawing Preparation & Management Using AutoCAD	14	0	16	30
PMI Disciplined Agile Scrum Master (DASM) Certified Course	7	7	0	14
Mastering Advance MS Excel for Project Practitioners	12	0	0	12
Artificial Intelligence in Project Management	15	0	0	15

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4 Claiming PDU's from Pro Consultancy Authorized Courses

- **Step 01:** Visit this link, <https://ccrs.pmi.org/claim>
- **Step 02:** Select “I have a claim code” Option under PDU claim code button.

Project Management Institute.

Course Catalog Handbooks & Guides About PMI

Report PDUs

Dashboard > Report PDUs

Education

Learning activities that allow you to broaden your knowledge in one of the PMI Talent Triangle skill areas: Ways of Working, Power Skills, or Business Acumen.

PDU Claim Code ⓘ
PMI, A.T.P. / China R.E.P. or Chapter provided 10 digit code
[I have a claim code](#)

Course or Training ⓘ
In person or virtual classes, formal education

- **Step 03 :** A form will open upon the insertion of the code

Course or Training

Provider ⓘ Pro Consultancy International (Pvt.) Ltd. ⓘ

Course ⓘ Project Data Analysis and Visualization using Power BI ⓘ

Description ⓘ (optional)

Project Managers have to gather, analyse and visualise project data for team decision making. This skill is highly required in modern project Management practices. This 15 PDU programme is designed to give comprehensive understanding to all project practitioners of any category on latest application of Power BI

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Date Started

Date Completed

Rating ★★★★★ Excellent ✓

URL (optional)

Contact Person (optional)

Contact Phone (optional)

Contact Email (optional)

These details will automatically generate

Add the course page link of procons academy web.

- **Step 04:** Add the available PDUs for any of the certifications listed. Kindly refer the table which was illustrated under the topic “OUR COURSES EDUCATION PDU’s”

PDU's Claimed ⓘ

	Ways of Working ⓘ	Power Skills ⓘ	Business Acumen ⓘ	Total PDUs
PMI-ACP®	<input type="text" value="8.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="8.00"/>
PMI-SP®	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
PMI-RMP®	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
CAPM®	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
PMP®	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>

- **Step 05:** Tick the checkbox and press the “Submit” button.