my.IPMA

Creating your own personalised IPMA account
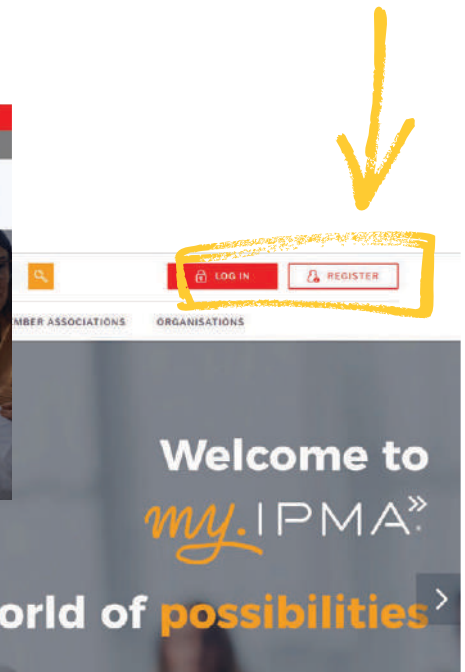
my.IPMA »

My.ipma is a custom made platform designed by the International Project Management Association (IPMA). It is here to:

» help you to manage your career in the area of project, programme and portfolio management by collecting IPMA continuing professional development points (CPDs)
» offer you a wide variety of IPMA REG education and training courses and programmes to participate in
» show you numerous levels of certification of competencies for managing projects, programmes and portfolios in traditional and agile environments that you can obtain
» give you opportunities to exchange knowledge and experience with communities of practice around the world by participating in global and local events and special interest groups (SIGs).

Get started

1. **Visit ipma.world and go to my.ipma** by clicking "log in to my.ipma" button or "my.ipma" slider
2. **Register to my.ipma**

Step 1:
Initial registration form

Fill out the required fields: first and last name, email, country, password.

Make sure the chosen password is strong enough.

Tick the box in front of the statement „By clicking the Create Account button you accept my.ipma User Agreement, Privacy Policy and Cookie Policy".

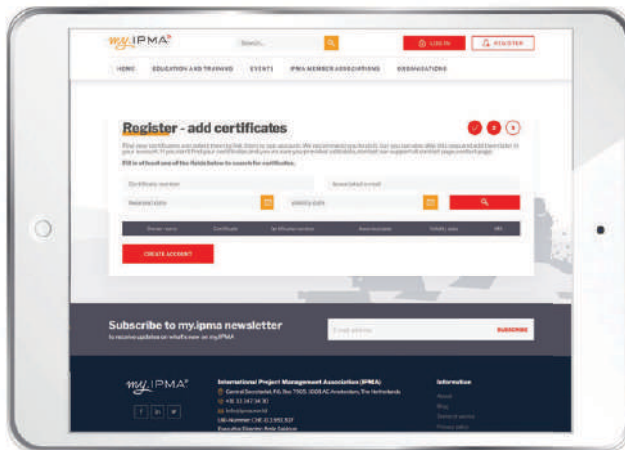**Continue with**
„Create account".

Step 2:
Add IPMA certificates (optional)

Your certificate/-s should be displayed in the step 2. If your see your certificate/-s tick the box in front of your certificate/-s and continue by pressing the "Create account" button. If your certificates are not instantly visible by proceeding to step 2, you may search for them by entering certificate number, associated email, awarded and validity date.

If you cannot find your certificates during the initial registration, you can add your certification details after registering and logging in to my.ipma platform (for more information see *Keeping track of your IPMA certificates* booklet).
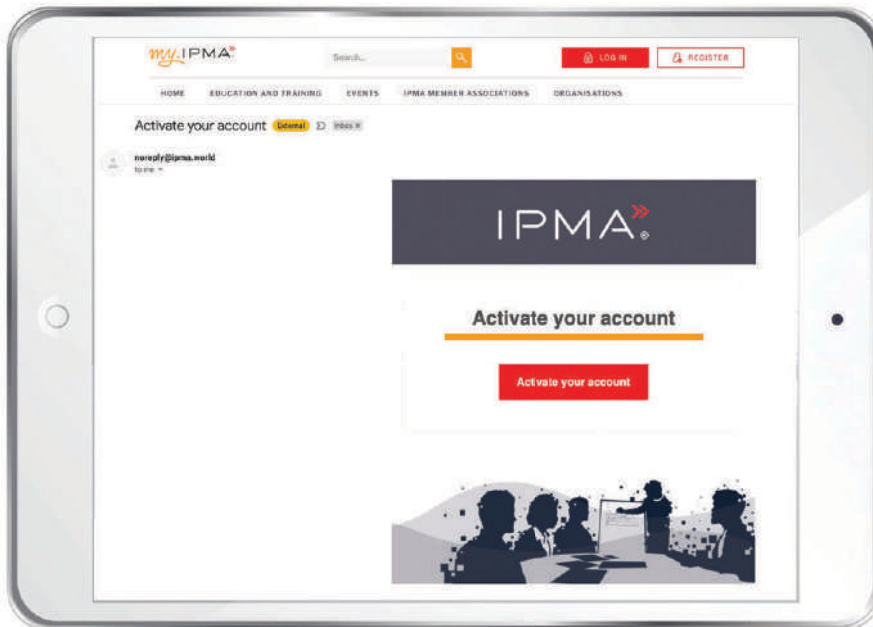

NOTE:
If you are not certified according to IPMA or a certificate that is not yours is displayed, just continue by pressing the "Create account" button.

Step 3:
Activate your account

An email will be sent to you automatically from the email address noreply@ipma.world. If you do not receive this email (check the spam) please contact **rebeka.vlahov@ipma.world** for help.
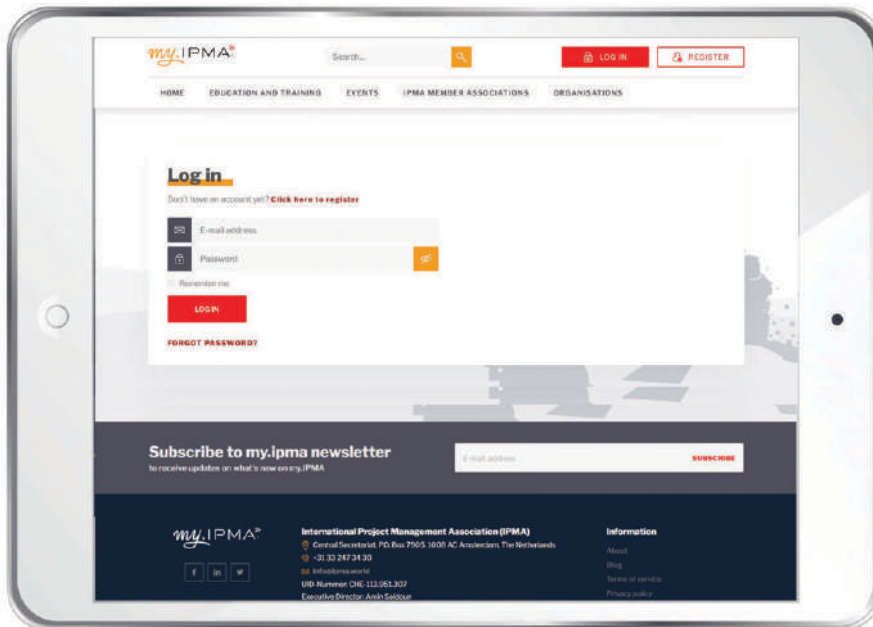
Continue with „Activate account"

3. Log in to my.ipma

With your email and a chosen password.

Forgot your password?
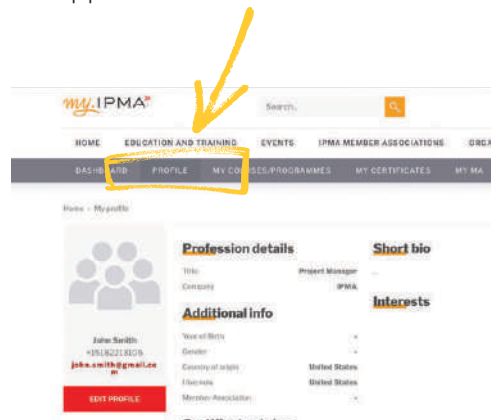**No problem, you can reset it at any time.**

4. Update the individual profile

Go to your profile and then edit profile, fill out the the fields in the "Edit profile" form:

a) basic information (information already exists from the initial registration, however you can edit it at any time)

b) additional information:

- profile photo (professional, .jpg or .png, with max. size less than 2 MB) – optional, but recommended
- short professional biography – optional, but recommended
- country of origin
- IPMA member association – if applicable
- mobile phone number – obligatory for internal information system, it will not be shown to other my.ipma members
- gender
- profession details and interests
- privacy

Privacy options
of the individual profile

Your individual profile is always visible to other my.ipma users
and it is your decision how much information you want to show:

Option 1: Public profile	Option 2: General profile	Option 3: Private profile
the following information displayed in your profile		

Option 1: Public profile
- First and last name
- Email address
- Job title and company where you work
- Industry
- Country of origin
- IPMA Member Association (MA)
  (if you are a member)
- Year of birth (if you decided to add it)
- Gender
- Photo and Short bio
- Certification (if you decided to add it)
- Awards, Certification, Events and REG
  course / programme digital badges

Option 2: General profile
- First and last name
- Job title
- IPMA Member Association (MA)
  (if you are a member)
- Photo and Short bio
- Certification (if you decided to add it)
- Certification and REG course /
  programme digital badges

Option 3: Private profile
- First and last name
- Photo and Short bio
- Certification (if you decided to add it)
- Certification digital badge

4. Regularly check your dashboard and become an active member:

- short profile information
- upcoming IPMA REG courses / programmes and events of your local IPMA Member Association

Find out more
about my.ipma functionalities for individuals:

Joining courses and programmes (coming soon)
Attending events (coming soon)
Claiming your CPD points (coming soon)
Keeping track of your IPMA certificates
Obtaining and sharing digital badges