Special Courses · SC386

Associate Professional in Talent Development (APTD) – Preparation Course

Duration	Category	Ref
2 Weeks	**Special Courses**	**SC386**
Language	Certificate	
English	**Certificate of attendance**	

Introduction

In today's dynamic business environment, talent development has become a critical driver of organisational success. Effective talent development ensures that organisations not only attract but also retain, develop, and maximise the potential of their workforce. Managers play a pivotal role in this process by aligning talent strategies with business goals and fostering a culture of continuous learning and growth.

The Associate Professional in Talent Development (APTD) certification, offered by the Association for Talent Development (ATD), recognises professionals who demonstrate foundational knowledge and capability in talent development practices.

The APTD Preparation Course, designed by Horizon Plus Training Center, is a comprehensive 10-day training programme created to help participants prepare for the APTD certification exam. The course provides a structured review of key concepts in the ATD Talent Development Capability Model™, exam preparation strategies, and practical learning activities to strengthen participants' understanding of talent development practices.

This programme focuses on building both theoretical knowledge and practical application, enabling participants to approach the APTD certification exam with confidence while also enhancing their professional capability in talent development.

Objectives

By the end of this training programme, participants will be able to:

- Understand the structure and domains of the APTD certification exam
- Apply the key competencies within the ATD Talent Development Capability Model™
- Understand core principles and best practices of talent development
- Design and support effective learning and development initiatives
- Apply performance management, coaching, and mentoring approaches
- Develop succession planning and career development strategies
- Use data and analytics to evaluate talent development effectiveness

- Strengthen their readiness and confidence for the APTD certification exam

Course Methodology

The programme combines a variety of learning approaches to support exam preparation and practical understanding:

- **Interactive Lectures** covering key frameworks and concepts
- **Case Studies** highlighting real-world talent development practices
- **Hands-on Workshops** for designing learning and development solutions
- **Role-Playing and Simulations** for coaching and performance discussions
- **Group Discussions** to exchange professional experiences
- **Practice Questions and Exam Preparation Activities**
- **Action Planning** to apply learning within participants' organisations

Organisational Impact

Organisations that support employees in APTD preparation can benefit from:

- Stronger talent development practices across departments
- Improved employee engagement and retention
- Enhanced workforce capability aligned with business strategy
- Development of future leaders through structured learning initiatives
- Better performance management and coaching practices
- Improved measurement of learning impact and development initiatives

Personal Impact

Participants will gain:

- A structured pathway to prepare for the **APTD certification exam**
- Strong understanding of the **ATD Talent Development Capability Model™**
- Improved knowledge of learning and development best practices
- Enhanced coaching, mentoring, and performance management skills
- Greater professional credibility in the talent development field
- Increased readiness for certification and career advancement

Target Audience

This course is designed for:

- Managers and team leaders responsible for developing talent
- HR professionals involved in learning and development initiatives
- Supervisors who want to strengthen coaching and performance management skills
- Organisational development practitioners
- Professionals planning to take the **APTD certification exam within the next 6–12 months**

Course Outlines

Day 1

Foundations of Talent Development

- Introduction to talent development concepts

- Role of talent development in organisational success
- Overview of the ATD Talent Development Capability Model™
- Understanding the APTD exam structure and preparation approach
- Talent development self-assessment

Day 2

Talent Development Strategy

- Aligning talent development with business strategy
- Identifying organisational learning needs
- Conducting talent gap analysis
- Strategic planning for talent development initiatives

Day 3

Learning and Development Fundamentals

- Adult learning principles and learning science
- Learning styles and engagement techniques
- Designing effective learning experiences
- Learning programme structure and development

Day 4

Training Design and Delivery

- Instructional design models and frameworks
- Developing learning objectives and content
- Training delivery methods: classroom, virtual, and blended learning
- Practice activities for training facilitation

Day 5

Learning Technologies

- Digital learning tools and platforms
- E-learning and microlearning strategies
- Technology-enabled learning environments
- Integrating technology into development programmes

Day 6

Performance Management

- Linking performance management to talent development
- Setting SMART goals and KPIs
- Conducting effective performance reviews
- Providing constructive feedback

Day 7

Coaching and Mentoring

- Coaching frameworks and models
- Mentoring programmes in organisations
- Developing coaching skills for managers

- Role-play coaching conversations

Day 8

Career Development and Succession Planning

- Identifying high-potential employees
- Career pathing strategies
- Individual Development Plans (IDPs)
- Designing succession planning programmes

Day 9

Measuring Talent Development Impact

- Metrics and analytics in talent development
- Evaluating training effectiveness
- Introduction to learning impact measurement and ROI
- Using data to improve development initiatives

Day 10

Final Review and Exam Preparation

- Comprehensive review of APTD knowledge domains
- Practice exam questions and case studies
- Exam preparation strategies and time management
- Participant action plans for final exam preparation
- Group discussion and course wrap-up

Ask us for a date for this course

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