Special Courses · SC385

Certified Professional in Talent Development (CPTD) – Preparation Course

Duration	Category	Ref
2 Weeks	**Special Courses**	**SC385**
Language	Certificate	
English	**Certificate of attendance**	

Introduction

The Certified Professional in Talent Development (CPTD) is a globally recognised certification offered by the Association for Talent Development (ATD) that validates deep expertise and capability in talent development practices. This preparation course is designed to equip professionals with the knowledge, confidence, and strategies needed to succeed in the CPTD examination and advance their careers in learning and development, talent management, and organisational performance.

Through an intensive and structured 10-day programme, participants will gain an in-depth understanding of the ATD Talent Development Capability Model™, focus on exam preparation strategies, and engage in practical exercises, case studies, and mock examinations. The programme ensures readiness not only for the certification exam but also for applying global best practices in talent development within their organisations.

Course Objectives

Upon completing this programme, participants will be able to:

- Understand the structure, domains, and scoring of the CPTD certification exam
- Gain a comprehensive understanding of the ATD Talent Development Capability Model™
- Assess their current level of knowledge and identify improvement areas
- Apply best practices across key domains:
  - Developing Professional Capability
  - Building Personal Capability
  - Impacting Organisational Capability
- Use proven exam preparation strategies and study tools
- Practice exam-style questions and real-world scenarios
- Build confidence and readiness for the CPTD certification exam

Course Methodology

- **Lectures and Expert Insights** – Delivered by experienced talent development professionals
- **Case Studies** – Analysis of real organisational learning and development challenges
- **Group Discussions** – Peer learning and knowledge exchange
- **Role-Playing & Simulations** – Practising coaching, facilitation, and consulting scenarios
- **Hands-on Workshops** – Application of tools, frameworks, and assessment models
- **Practice Exams & Review Sessions** – CPTD-style mock tests and feedback

Organisational Impact

Organisations will benefit from participants who can:

- Align learning strategies with business objectives
- Improve workforce capability and performance
- Design and implement effective learning programmes
- Evaluate and measure learning impact and ROI
- Apply globally recognised standards in talent development

Personal Impact

Participants will:

- Prepare confidently for the CPTD exam with structured guidance
- Gain a deep understanding of the ATD Capability Model™
- Strengthen expertise in instructional design, learning sciences, and performance improvement
- Increase professional credibility in the talent development field
- Enhance career opportunities in learning and organisational development

Who Should Attend

This programme is ideal for:

- Learning and Development professionals with **5+ years of experience**
- HR and Organisational Development specialists
- Talent Development managers and consultants
- Instructional designers and trainers
- Professionals planning to sit for the CPTD exam within **6–12 months**

Course Outline

Day 1

CPTD Certification Overview

- Introduction to the CPTD certification
- Role of talent development in modern organisations
- Overview of the ATD Talent Development Capability Model™
- Understanding exam domains and scoring
- Self-assessment of current competencies

Day 2

Study Strategy and Learning Foundations

- CPTD exam preparation strategies
- Creating a personal study plan

- Introduction to learning sciences
- Adult learning principles
- Knowledge retention techniques

Day 3

Building Personal Capability (Part 1)

- Professional communication skills
- Emotional intelligence in talent development
- Collaboration and influence skills
- Professional ethics and integrity

Day 4

Building Personal Capability (Part 2)

- Lifelong learning and adaptability
- Personal leadership development
- Strategic thinking for HR and L&D professionals
- Personal capability case studies and exercises

Day 5

Instructional Design and Learning Architecture

- Instructional design models (ADDIE, SAM)
- Curriculum design and learning paths
- Needs assessment techniques
- Designing engaging learning experiences

Day 6

Training Delivery and Learning Technologies

- Facilitation techniques and training delivery
- Virtual and hybrid learning strategies
- Technology applications in learning
- Digital learning tools and platforms

Day 7

Evaluating Learning and Performance

- Learning measurement frameworks
- Kirkpatrick model and Phillips ROI methodology
- Data-driven learning decisions
- Learning analytics and reporting

Day 8

Performance Improvement and Knowledge Management

- Performance consulting frameworks
- Knowledge management strategies
- Coaching and mentoring approaches
- Scenario-based learning exercises

Day 9

Organisational Capability and Strategy

- Organisational development principles
- Talent strategy and workforce planning
- Change management fundamentals
- Aligning learning with business strategy

Day 10

Final Review and Mock Examination

- Comprehensive CPTD exam review
- Case study discussions
- Full practice exam simulation
- Exam-taking strategies and tips
- Feedback and action plan for final preparation

Ask us for a date for this course

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