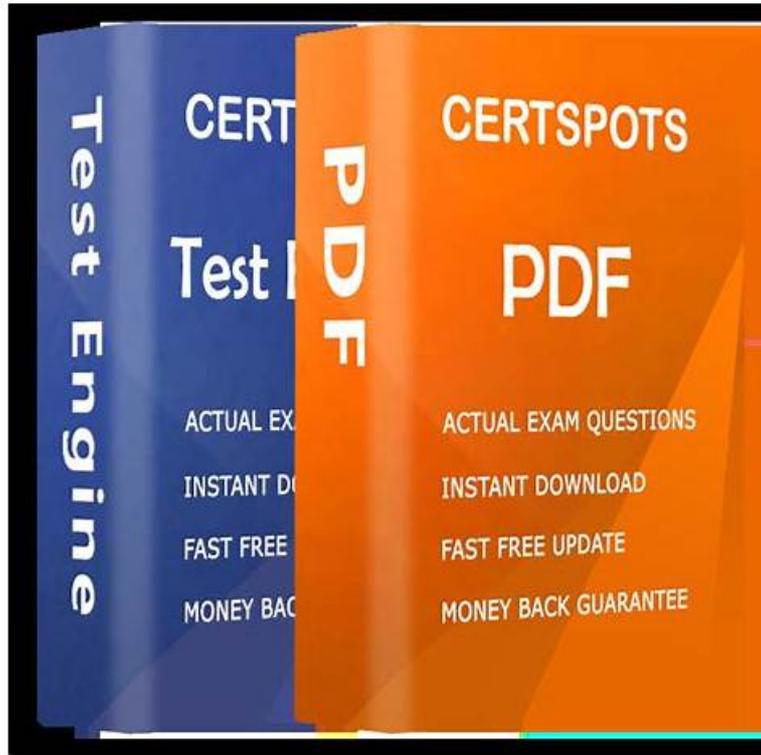


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## ATD CPTD Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"> <li>• <b>Building Personal Capability:</b> This section of the exam measures skills of Learning &amp; Development Specialists and covers areas that enhance individual effectiveness in talent development roles. It includes communication, emotional intelligence, collaboration, cultural awareness, project management, and ethical behavior, focusing on how professionals interact, lead, and manage themselves and others effectively within organizational contexts.</li> </ul>
Topic 2	<ul style="list-style-type: none"> <li>• <b>Developing Professional Capability:</b> This section of the exam measures skills of Instructional Designers and focuses on the core functions of talent development such as adult learning theories, instructional design, facilitation, use of technology, content curation, leadership development, coaching, and evaluating impact. It emphasizes designing and delivering effective learning solutions that align with learner needs and organizational goals.</li> </ul>
Topic 3	<ul style="list-style-type: none"> <li>• <b>Impacting Organizational Capability:</b> This section of the exam measures the skills of Organizational Development Consultants and involves applying talent strategies that align with business objectives. It includes business acumen, consulting, culture shaping, performance improvement, talent strategy, change management, and data analytics. The focus is on driving organizational performance and ensuring future readiness through strategic talent development.</li> </ul>

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### ATD The Certified Professional in Talent Development Sample Questions (Q100-Q105):

#### NEW QUESTION # 100

A talent development (TD) professional works at a small Internet-based company. The TD professional is tasked with training a group of customer service representatives to process refunds in a new software application.

Which component(s) should the TD professional include in the training plan?

Step 2

The TD professional is creating the training plan for the new software and wants to develop the learners' troubleshooting skills by incorporating unexpected complexities that staff might encounter.

Which action(s) should the TD professional take?

- A. Outline the objectives of the training session.
- B. Demonstrate the most common processes and instruct learners to refer to the software manual for other situations they may encounter.
- C. Give learners a job aid with the steps out of order and ask them to reorder the steps correctly.
- D. Have learners work through practice scenarios with unexpected issues and identify how to address each complexity.
- E. Provide an overview of the new software's features.
- F. Assign a task that involves a problematic aspect of the software for the learners to work around.
- G. Include assessment methods to evaluate learner understanding.

Answer: A,G

#### NEW QUESTION # 101

A talent development (TD) professional has been hired to create and lead a TD department for a global organization. The TD professional's first task is to create a strategic plan for the new department. Which step should the TD professional take first to develop the strategic plan?

- A. Research other organizations' TD strategic plans and best practices
- B. Evaluate how the organization's culture will help or hinder the deployment of the strategic plan
- C. Research the business model, objectives, goals, and drivers for the organization
- D. Create a mission and vision statement for the department that supports the organization's strategic plan

Answer: C

Explanation:

The ATD Talent Development Capability Model advises that "understanding the business model, goals, and drivers is the first and most critical step before creating any strategic plan".

Only after deep business understanding can an aligned TD strategy be created.

Reference: ATD Talent Development Capability Model, Organizational Capability - Strategic Planning.

#### NEW QUESTION # 102

What is the focus of design thinking?

- A. Process

- B. Problem
- **C. People**
- D. Performance

**Answer: C**

Explanation:

Design Thinking for Talent Development(Certification Reading List) stresses that "Design thinking starts with deep empathy for the people (users) affected and focuses on understanding and meeting their needs".

The human-centered design mindset puts people at the center, not processes.

Reference:Design Thinking for Training and Development, Sharon Boller and Laura Fletcher.

### NEW QUESTION # 103

A talent development (TD) professional has been asked to implement a knowledge management strategy. Which is the best first step for the TD professional to take?

- A. Choose an information-gathering system
- B. Locate information sources
- C. Compile, confirm, and circulate documents
- **D. Determine the organization's needs**

**Answer: D**

Explanation:

InKnowledge Management Strategybest practices from theATD Handbook, the first step is to "understand the organizational needs and goals to ensure the KM system is targeted and useful".

Starting with technology or sources misses strategic alignment.

Reference:ATD Handbook for Training and Talent Development (2022), Knowledge Management Principles.

### NEW QUESTION # 104

Which is the most important reason for a talent development (TD) professional to complete a business ecosystem analysis?

- A. To be able to prepare the budget for the TD department
- B. To develop a strategic plan that is aligned with the current business goals and values
- C. To identify the strengths, weaknesses, opportunities, and threats to the business
- **D. To understand the role government, competitors, adjacent markets, and customers play in the business**

**Answer: D**

Explanation:

According to theCPTD Detailed Content Outline, underImpacting Organizational Capability, talent development professionals are expected to "analyze the organization's environment and ecosystem, including competitors, customers, partners, regulators, and markets, to influence TD strategy".

Understanding the full ecosystem ensures that the learning strategy is responsive to external factors, not just internal needs, which is critical for long-term success.

Reference:CPTD Detailed Content Outline, Domain 3, Organizational Ecosystem Analysis.

### NEW QUESTION # 105

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