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ATD CPTD Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">• Impacting Organizational Capability: 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.
Topic 2	<ul style="list-style-type: none">• Building Personal Capability: This section of the exam measures skills of Learning & 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.

Topic 3	<ul style="list-style-type: none"> • Developing Professional Capability: 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.
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ATD The Certified Professional in Talent Development Sample Questions (Q97-Q102):

NEW QUESTION # 97

A talent development professional is providing coaching to an individual. Which action is most likely to improve success for the coaching action plan?

- A. Allow others to define actions for the person receiving coaching
- **B. Be specific whether an action is a goal or a task**
- C. Write out the action plan
- D. Obtain stakeholder approval for the action plan

Answer: B

Explanation:

Effective coaching, per the ATD Coaching Certificate Program (Certification Reading List), involves setting clear distinctions between tasks and broader goals to help coachees understand immediate next steps versus overall outcomes.

Vague plans reduce accountability and progress tracking.

Reference: ATD Coaching Certificate Program Materials.

NEW QUESTION # 98

A talent development (TD) manager at a company decides to purchase a training course that will be customized by the vendor. A firm deadline must be met for course delivery. Which approach to contracting should the TD manager use?

- A. Cost plus incentive fee
- B. Cost plus fixed fee
- **C. Fixed-base pricing**
- D. Performance-based pricing

Answer: C

NEW QUESTION # 99

Which is the best approach to select the ideal modality for delivering a learning solution?

- A. Consider the budget available to fund the project and the quality of tools that can be purchased.
- B. Match the format to previous sessions with the highest satisfaction scores.
- C. Use a mobile approach to ensure the program is accessible on all devices.
- **D. Consider what the learners should be able to do after completing the training.**

Answer: D

Explanation:

The correct answer is B because the ideal delivery modality should be selected based on the desired learning or behavioral outcomes. In the CPTD Professional Capability domain, instructional design requires aligning delivery options, media, learning assets, and activities with what learners must know or be able to do after training. The modality should support performance, application, practice, feedback, and transfer of learning.

Option A is incomplete because budget is a constraint, not the primary design driver. Option C is weak because satisfaction scores measure learner reaction, not necessarily learning effectiveness or performance improvement. Option D assumes mobile delivery is always best, but accessibility alone does not determine whether the modality supports the intended outcome.

A strong TD professional begins with outcomes, then selects the most appropriate format, such as classroom, virtual, blended,

mobile, self-paced, or performance support, based on how learners will apply the skill in real work.

NEW QUESTION # 100

A talent development (TD) professional has been asked to create a training program. The focus of the training is to motivate employees to be leaders in their regions and help the organization work toward its strategic priorities. The TD professional knows that the learners will vary in their ability to learn and their prior knowledge, but they are motivated. What is the best action for the TD professional to take to ensure successful learning transfer?

- A. Request that all learners take an online course with basic information prior to the in-person session and create activities that allow participants opportunities to practice what they are learning throughout the training
- B. Create online learning prior to the in-person session to explain why this training is important to the organization and how it could benefit the learners personally
- C. Send a survey to all learners before the in-person session to help determine their prior knowledge, and provide a summary of the session's key points after the training
- D. Ensure that each training room has a clean and welcoming environment and create extra sessions for any learners who would like to discuss topics further in smaller groups

Answer: A

Explanation:

According to Make It Stick (Certification Reading List), "Pre-training preparation combined with distributed practice activities during training strongly enhances learning transfer".

Active, spaced engagement beats passive attendance.

Reference: Make It Stick: The Science of Successful Learning (Brown, Roediger, McDaniel).

NEW QUESTION # 101

A talent development professional and an external training vendor have agreed to a percentage of the overall cost as profit. What is this called?

- A. Cost plus fixed price
- B. Firm fixed price
- C. Performance-based fee
- D. Cost plus incentive fee

Answer: D

Explanation:

According to ATD Project Management for Learning Professionals, a Cost Plus Incentive Fee (CPIF) contract "pays the vendor for costs incurred plus an agreed-upon incentive or profit percentage tied to cost control or results".

Firm fixed price means no adjustment based on actual costs.

Reference: Project Management for Learning Professionals (ASTD Press).

NEW QUESTION # 102

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