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ATD CPTD Exam Syllabus Topics:

Topic	Details
Topic 1	<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.
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"> 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.

ATD The Certified Professional in Talent Development Sample Questions (Q83-Q88):

NEW QUESTION # 83

When encountering an emotional trigger, what does cognition control?

- A. Course of reaction
- B. Immediate response
- C. Fight-or-flight impulse
- D. Self-awareness

Answer: A

Explanation:

According to Emotional Intelligence Research (Daniel Goleman, Certification Reading List), "cognitive processes regulate the course of an emotional reaction, though the immediate response may be involuntary".

We control how we act next, not the initial impulse.

Reference: Emotional Intelligence, Daniel Goleman.

NEW QUESTION # 84

A claims employee at an insurance company is transferred to the talent development (TD) department. This new TD team member has previously delivered departmental on-the-job training on an informal basis, but does not have any formal TD training. A TD manager has been assigned to help the new TD team member develop TD skills.

What should the TD manager do?

- A. Provide the new TD team member with the TD department's standard career development plan
- B. Have the new TD team member complete the TD department's skills assessment
- C. Provide the new TD team member with samples of TD department work products
- D. Assign responsibility for the next scheduled training to the new TD team member
- E. Have the new TD team member perform a TD skills self-evaluation
- F. Work with the new TD team member to create a TD skills development plan
- G. **Arrange for the new TD team member to observe training events delivered by experienced TD team members**
- H. Schedule progress meetings with the new TD team member for every three months
- I. Hold a meeting to introduce the new TD team member to the TD department
- J. Provide the new TD team member with a copy of the company's organization chart

Answer: G

NEW QUESTION # 85

A talent development professional has been hired to assess the motivation of a client's workforce and provide a performance improvement solution. Which three questions would be most important to ask the client?

- A. What goals are the employees accountable for? After a solution is implemented, what will the employees be able to do? What are the objectives for the workforce?
- B. What are the current workflows and workloads? What are the bottlenecks? What aspects of the work are awkward?
- C. **What motivates the current workforce? What is causing employees' lack of motivation? What would a motivated workforce look like?**
- D. What solutions have you tried in the past for motivating the workforce? What solutions worked? What solutions did not work?

Answer: C

Explanation:

ATD's Performance Improvement model advises that "identifying intrinsic and extrinsic motivators, diagnosing causes of demotivation, and defining successful future states are critical diagnostic questions".

Understanding root causes of motivation gaps is essential before prescribing solutions.

Reference: ATD Handbook, Performance Improvement Processes.

NEW QUESTION # 86

Which needs statement is most likely to encourage a stakeholder to support the investment around developing skills in retail sales?

- A. **Store managers indicate they are not ready for the upcoming holiday season, due to inconsistent skills and capabilities among their teams, thereby preventing them from meeting their targeted revenues.**
- B. Store managers have requested a two-day workshop that can be delivered at each store, focused on teaching their associates how to sell more items, thereby earning larger sales commissions.
- C. Feedback from associates indicates that they would prefer annual training opportunities to learn new skills from the top sellers, in order to improve their opportunity to earn large sales commissions.
- D. Feedback from their top sellers indicates that in the majority of instances clients were inclined to buy more items, versus a single item, when they could see how everything came together as a cohesive outfit.

Answer: A

NEW QUESTION # 87

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. Compile, confirm, and circulate documents
- C. **Determine the organization's needs**
- D. Locate information sources

Answer: C

Explanation:

In Knowledge Management Strategy best practices from the ATD 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 # 88

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