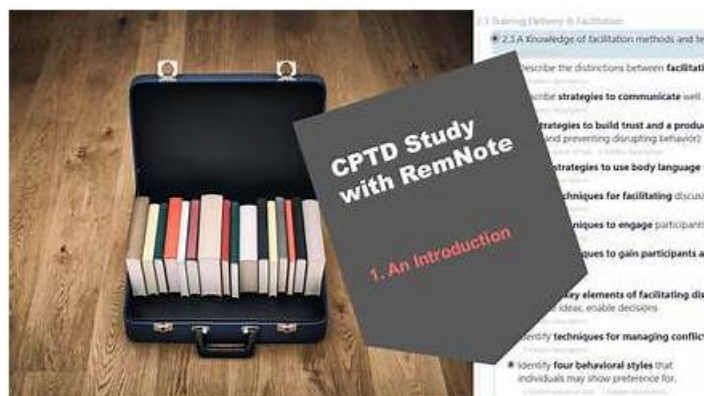


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ATD CPTD Exam Syllabus Topics:

Topic	Details
Topic 1	<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 2	<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 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.

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ATD The Certified Professional in Talent Development Sample Questions

(Q10-Q15):

NEW QUESTION # 10

A talent development (TD) professional has been given the task of implementing a content management system in an organization. How will the TD professional know that this implementation is a success?

- A. All of the organization's employees have been trained on how to use the new system.
- B. All of the organization's content has been successfully uploaded to the new system.
- C. The TD professional completes the implementation on time and under budget.
- **D. The TD professional can capture knowledge, archive it, and retrieve it later.**

Answer: D

NEW QUESTION # 11

In which scenario would situational leadership be most impactful?

- A. An employee is not analyzing data correctly for a presentation with a client
- **B. An employee is unclear which direction to take to solve a time-sensitive problem on a project**
- C. An employee is avoiding a task even though he states that he understands the task
- D. An employee has made no progress toward her professional goals ten months into the performance period

Answer: B

Explanation:

According to Hersey and Blanchard's Situational Leadership Model (Certification Reading List), situational leadership is most impactful when "flexibility in directing or supporting behavior is needed based on the employee's task-specific development level". Confusion over direction on a time-sensitive task needs directive leadership - perfect for situational leadership.

Reference: Management of Organizational Behavior, Hersey & Blanchard.

NEW QUESTION # 12

A talent development (TD) professional facilitates a three-week training course for all of a company's new hires. Company onboarding guidelines state that new hires must pass the course final exam with a score of 80% or higher in order to continue in the job, but the guidelines also provide for some discretion on the part of the hiring manager. Participant A fails the final exam with a score of 78%. Participant A was frequently late to training, did not readily participate, and fell asleep twice during the course.

Participant B fails the final exam with a score of 60%. Participant B arrived early every day during training to request additional help, actively participated in group activities, took copious notes, and got along with everyone in the course.

What should the TD professional do?

- **A. Offer to provide one-on-one coaching to Participant B.**
- B. Document the observable behaviors, and provide these data points to the HR department and the hiring manager.
- C. Research other jobs within the company for which Participant B might be more qualified.
- D. Meet with Participant B, and explain the exam results.
- **E. Advocate to the hiring manager on Participant B's behalf.**
- F. Provide the exam results to the HR department and the hiring manager.

Answer: A,E

NEW QUESTION # 13

Which is a benefit of Six Sigma methodology?

- A. It analyzes key aspects of the corporate culture
- **B. It reduces business cycle times**
- C. It clarifies business strategy
- D. It creates awareness and a sense of urgency

Answer: B

A loan manager in a large bank accessed a direct report's personal bank account in the bank's system out of curiosity. This direct report became aware of the unauthorized account access and consulted the human resources (HR) department. The HR manager initiates an ethics investigation and also asks the talent development (TD) department to determine whether a training solution is needed. The TD professional assigned to this task has never before been involved in any compliance and ethics situation.

The TD professional has confirmed that the company's policy states employees are not authorized to access other employees' financial records without executive approval. The TD professional has been asked by the HR manager to participate in a meeting with the HR, compliance, and legal departments related to this investigation.

- A. Suggest a policy gap analysis project.
- B. Propose a training solution.
- C. Discuss the best ways for the team to collaborate.
- D. Articulate the TD professional's role in this situation.
- E. Explain the TD department's process for creating training.
- F. Offer to assist with disciplinary actions.
- G. Ask for clarification of each department's role.
- H. Confirm the next steps needed from the TD professional.
- I. Recommend rewriting compliance policies.

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