

Preparing for the CPTD Exam

AUGUST 11, 2022

Agenda

- What do we mean by professional certification?
- □ Talent Development Capability Model
- Overview of CPTD certification & eligibility guidelines
- Panelists
- Q&A
- Next Steps

What we are NOT talking about today...

<u>Associate Professional in Talent</u> <u>Development (APTD) Preparation</u>

Why get certified?

Deciding between the APTD and CPTD

Details about how to apply

Upcoming and Recent webinars on these topics: www.td.org/certification-webinars



What is a Professional Certification?



Certification = formal assessment of ability to apply professional knowledge and skills against an established standard



Eligibility = experience, education or both



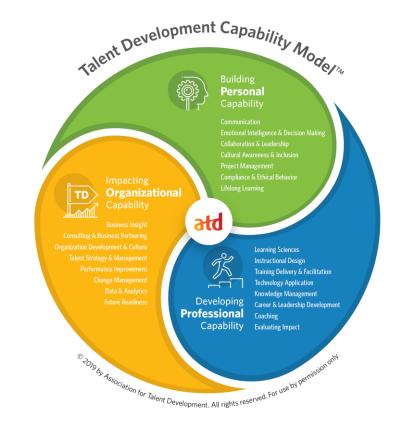
Recertification = proof that knowledge is current

ATD Talent Development Capability Model

Certifications Grounded in Research

- Tied directly to the <u>Talent Development Capability</u> Model
- Personal, Professional and Organizational domains
- 188 Knowledge & Skill Statements
- Subset of statements are tested

www.td.org/capability-model





Certified Professional in Talent Development

DESIGNED FOR

- ☐ Talent development professionals in midlater stages of career working in broad range of functional areas and/or management focus.
- Management level aspirations
- Organization-level

ELIGIBILITY REQUIREMENTS

- At least 5 years of work experience in talent development functions (60 months)
- 60 hours of qualifying professional development in the past 5 years
- APTD credential or ATD Master designation fulfills professional development requirement

Qualifying Work Experience

Must involve working with adults performing talent development activities as described in the Professional Capability and/or Organizational Capability domains

Role need not have a formal TD title

TD activities can be portion of the job





Professional Development Guidelines

- Reputable organizations qualify. Does not have to be an ATD program
- *Workshops, conferences, certificate programs, webinars, college courses can qualify
- Content must align with <u>professional and organizational capability domains</u>
- Completed within 5 years of applying for CPTD
- ❖ At least 30 minutes in length
- Trackable and reportable

Examples of Commercially Available Providers



























CPTD Exam Details



90 Multiple-choice questions

10 Case management questions

3 hours to complete the exam



Exam content includes

20% Personal

45% Professional

35% Organizational



Application oriented

Organizationally focused









Our Panelists

Alan Carrig, CPTD
Rosa Espinal-Perry, CPTD
Alicia Fuller, CPTD
Shane Jacques, CPTD

How did you prepare for the CPTD exam?

Created a study plan & blocked time

Joined a study group

Read TDBoK and References Reviewed practice questions

Made visual aids & took notes

Capability Model self assessment

CPTD prep course

What was the most helpful?

TDBoK & reference list

Practice questions

Case management video

Study planning guide

Writing my own exam questions

Blocking off time to study

Prep course content

Study group

Online forums & resources

What would you do differently?

Take	Take more time to review content independently
Consider	Consider joining a study group (or not)
Be	Be intentional and actively study materials
Create	Create a plan and be strategic
Review	Review TDBoK sections first before self-assessing

What did you get out of the process?

Reaffirmed & reignited ideas

Employer recognition

Professional advancement

Filled knowledge gaps

Marketability, credibility & confidence

New network of peers

Go

• Go for it!

Know

Know your WHY

Share

Share learning with others

Focus

Focus on application

Reflect

Reflect on preferred study method

Give

Give yourself time & space

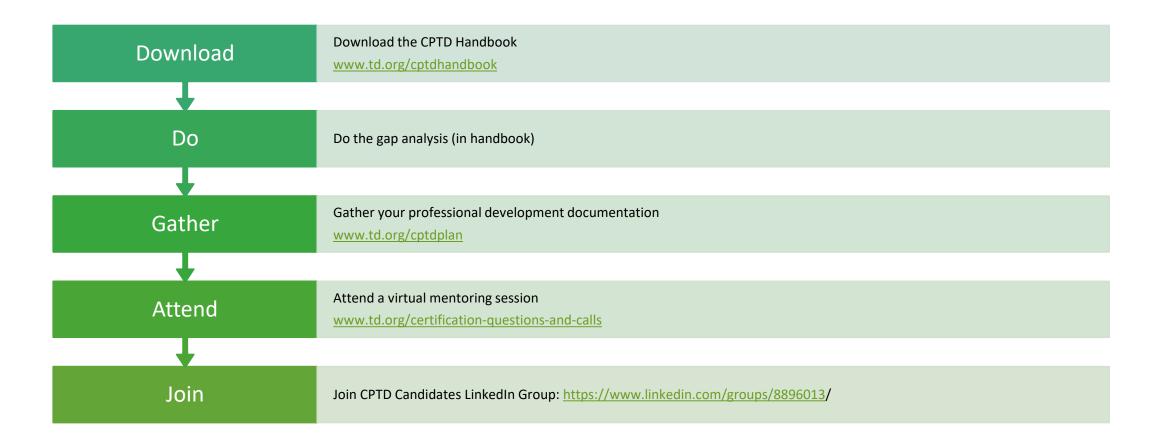
Advice for CPTD Candidates

Q&A



Please chat out your questions for our panelists to "Everyone" in drop down menu

Next Steps



Important Resources

CPTD Study Planning Guide CPTD

Reference Reading List

Practice test

Active Candidates Page (includes handbook, content outline and more useful items for active candidates)

Study group page

Free & inexpensive professional development

Talent Development Body of Knowledge

<u>List of micro-courses (available to ATD Professional Plus Members)</u>