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Preparing for the CPLP:

Let Me Count the Ways

Facilitator and Guest Speaker

Facilitator:

- Linda David, CPLP
  Senior Project Manager,
  CPLP Preparation, ATD

Guest Speaker:

- Priyanka Chaturvedi Coats,
  M.Ed., CPLP, AIC
  Training & Development Specialist
  Shelter Insurance Companies

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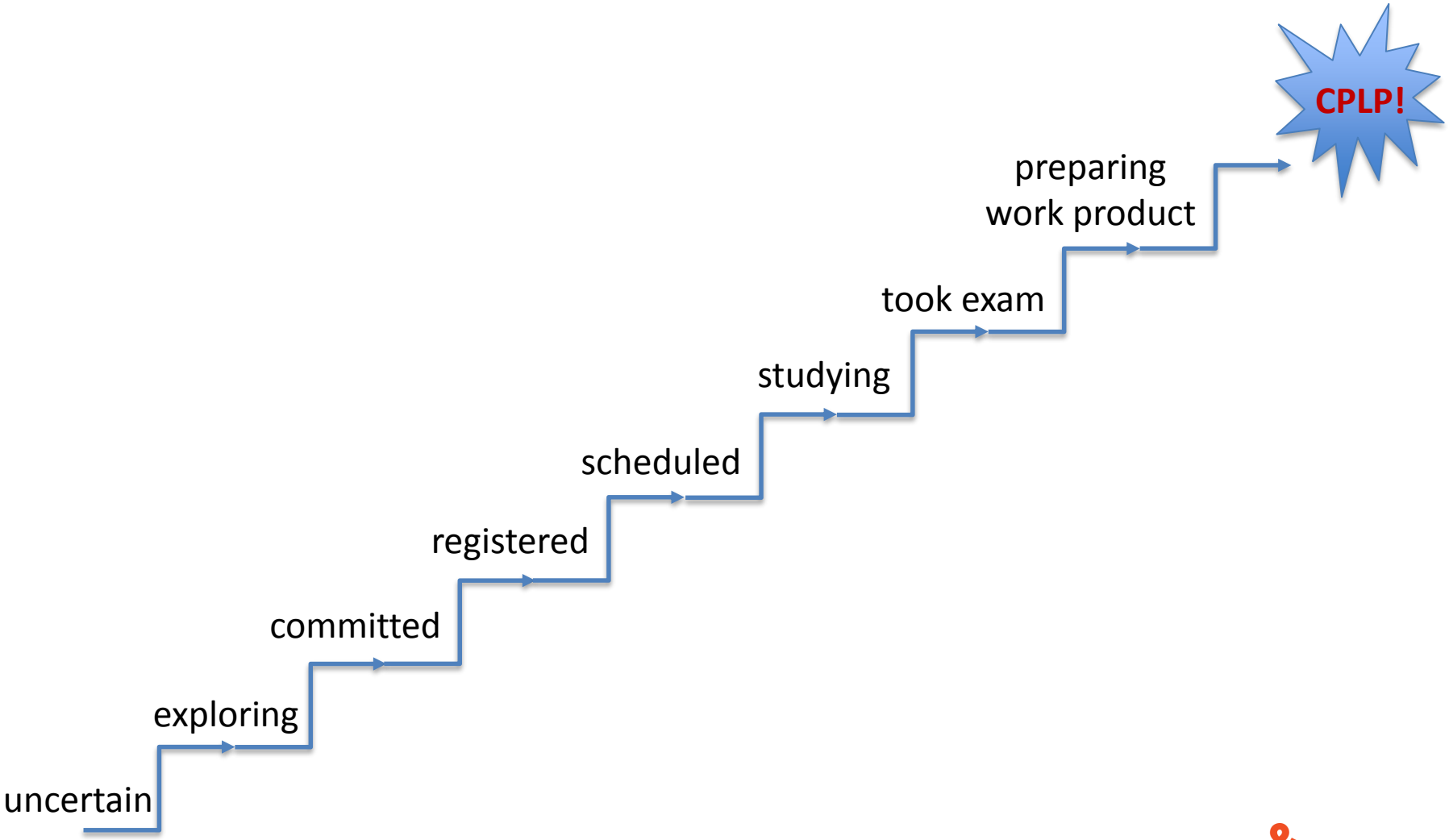
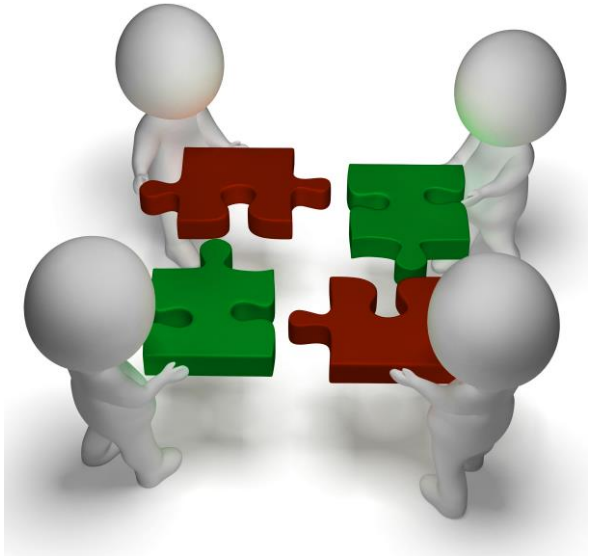
February 19, 2015 Agenda

- Where are you on the CPLP Journey?
- Preparation Options
- Study Tips
- Hear from a CPLP
- Questions

The CPLP Journey





PREPARATION OPTIONS

Interactive Guide

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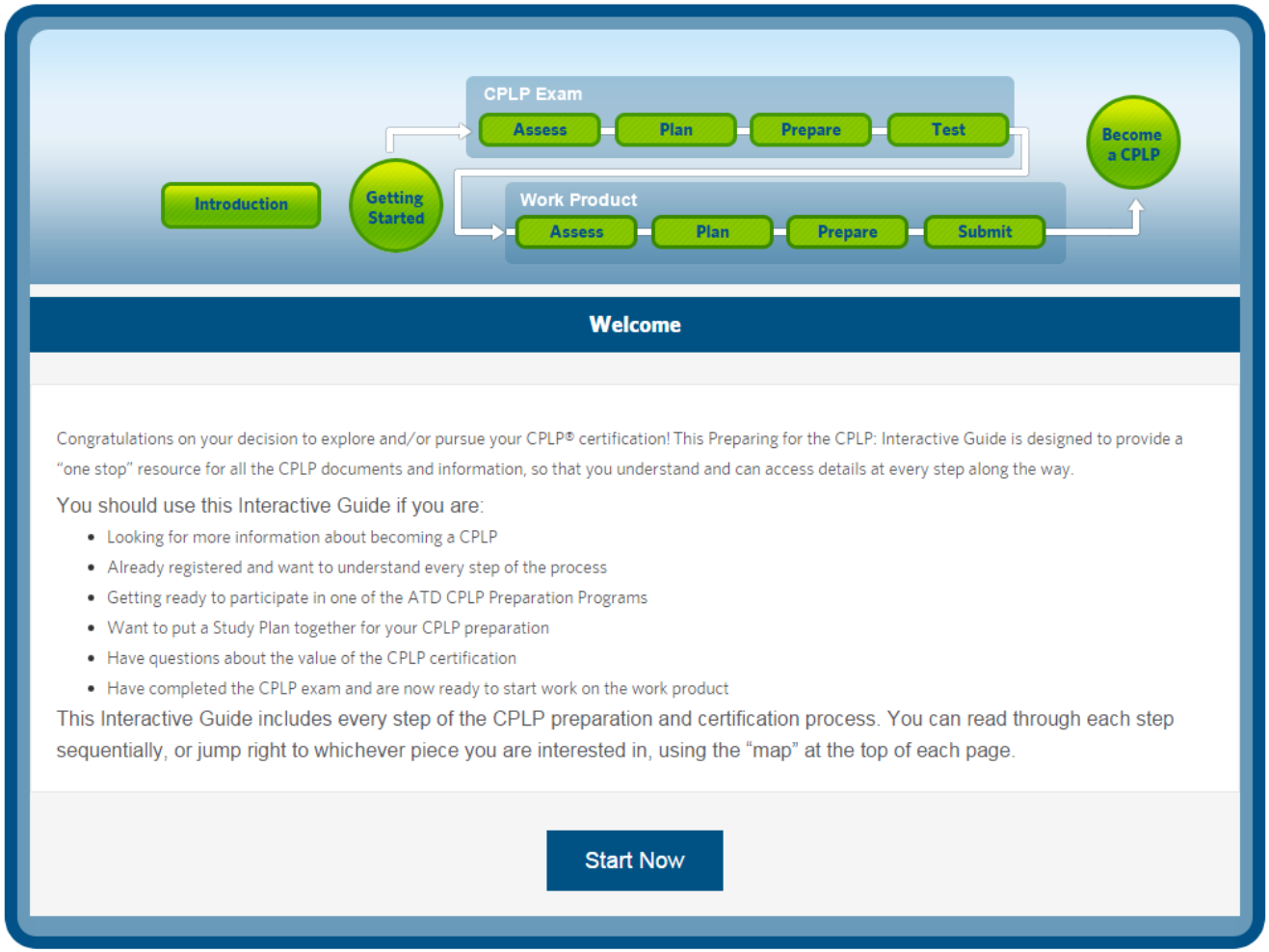
Interactive Guide

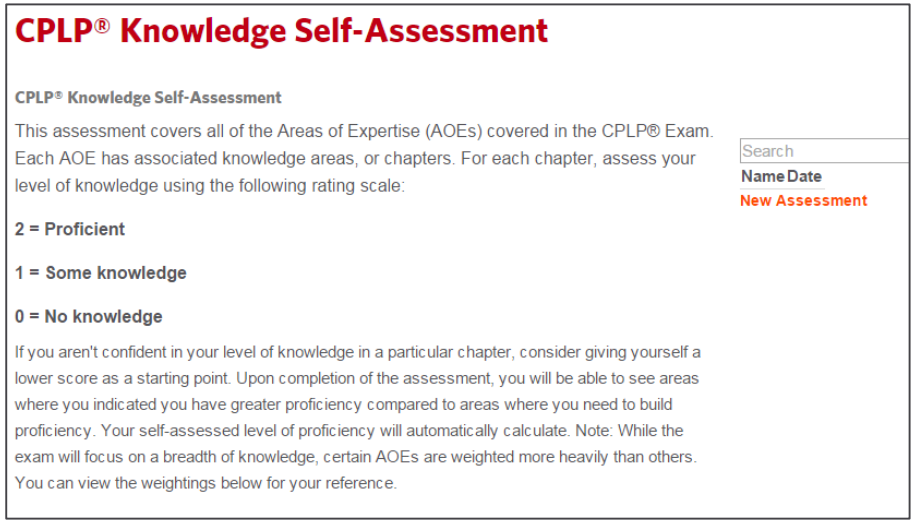
td.org/Certification/Get-Started/CPLP-Orientation

CPLP Interactive Guide



Self-Assessment Tool

- **Log into td.org first**
- **Save your assessment when finished**
- **Return to do new assessments whenever you want**



CPLP® Knowledge Self-Assessment

CPLP® Knowledge Self-Assessment

This assessment covers all of the Areas of Expertise (AOEs) covered in the CPLP® Exam. Each AOE has associated knowledge areas, or chapters. For each chapter, assess your level of knowledge using the following rating scale:

Search

Name Date

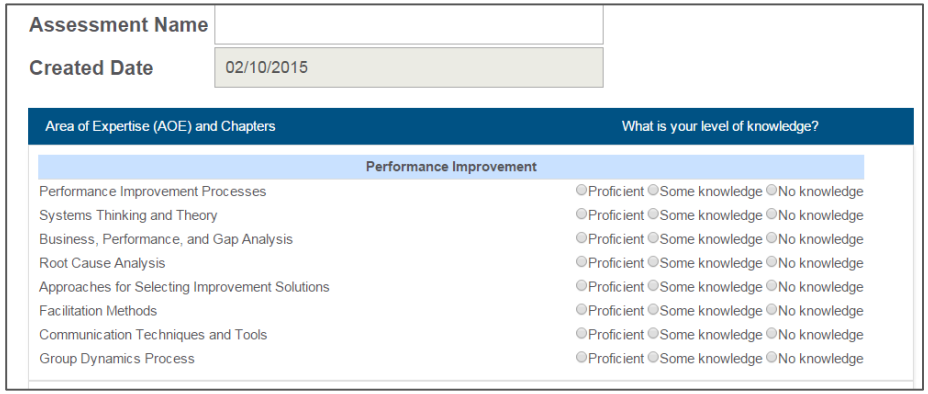
New Assessment

2 = Proficient

1 = Some knowledge

0 = No knowledge

If you aren't confident in your level of knowledge in a particular chapter, consider giving yourself a lower score as a starting point. Upon completion of the assessment, you will be able to see areas where you indicated you have greater proficiency compared to areas where you need to build proficiency. Your self-assessed level of proficiency will automatically calculate. Note: While the exam will focus on a breadth of knowledge, certain AOEs are weighted more heavily than others. You can view the weightings below for your reference.



Assessment Name

Created Date 02/10/2015

Area of Expertise (AOE) and Chapters	What is your level of knowledge?
Performance Improvement	
Performance Improvement Processes	Proficient Some knowledge No knowledge
Systems Thinking and Theory	Proficient Some knowledge No knowledge
Business, Performance, and Gap Analysis	Proficient Some knowledge No knowledge
Root Cause Analysis	Proficient Some knowledge No knowledge
Approaches for Selecting Improvement Solutions	Proficient Some knowledge No knowledge
Facilitation Methods	Proficient Some knowledge No knowledge
Communication Techniques and Tools	Proficient Some knowledge No knowledge
Group Dynamics Process	Proficient Some knowledge No knowledge

Self-Assessment Tool

Results:

Area of Expertise(AOE)	Your Total	Out of a Possible Total	Self-Assessed Proficiency	Exam Weight
Performance Improvement	5	16	Little proficiency	16
Instructional Design	8	10	High proficiency	16
Training Delivery	9	12	High proficiency	16
Measuring Learning Impact	3	10	Little proficiency	12
Managing Learning Programs	11	22	Moderate proficiency	10
Integrated Talent Management	7	14	Moderate proficiency	9
Coaching	4	4	Fully proficient	7
Knowledge Management	4	14	Little proficiency	6
Change Management	11	20	Moderate proficiency	8

Preparing for the Knowledge Exam

td.org/Education/Programs/CPLP-Preparation

Designed to help you develop a study plan focused on the AOEs where you need the most work and navigate the testing process. Includes an overview of the Work Product and the ATD Learning System.

Three formats to choose from:

- Instructor-Led Workshop (two-day in-person)
- Instructor-Led Online Workshop (seven weeks synchronous)
- Self-Paced Online Course (asynchronous)

Preparing for the Work Product

Focused solely on preparing the Work Product submission. Open only to those who have passed the knowledge exam and offered twice a year (June-August and December-February) to correspond to the submission deadlines.

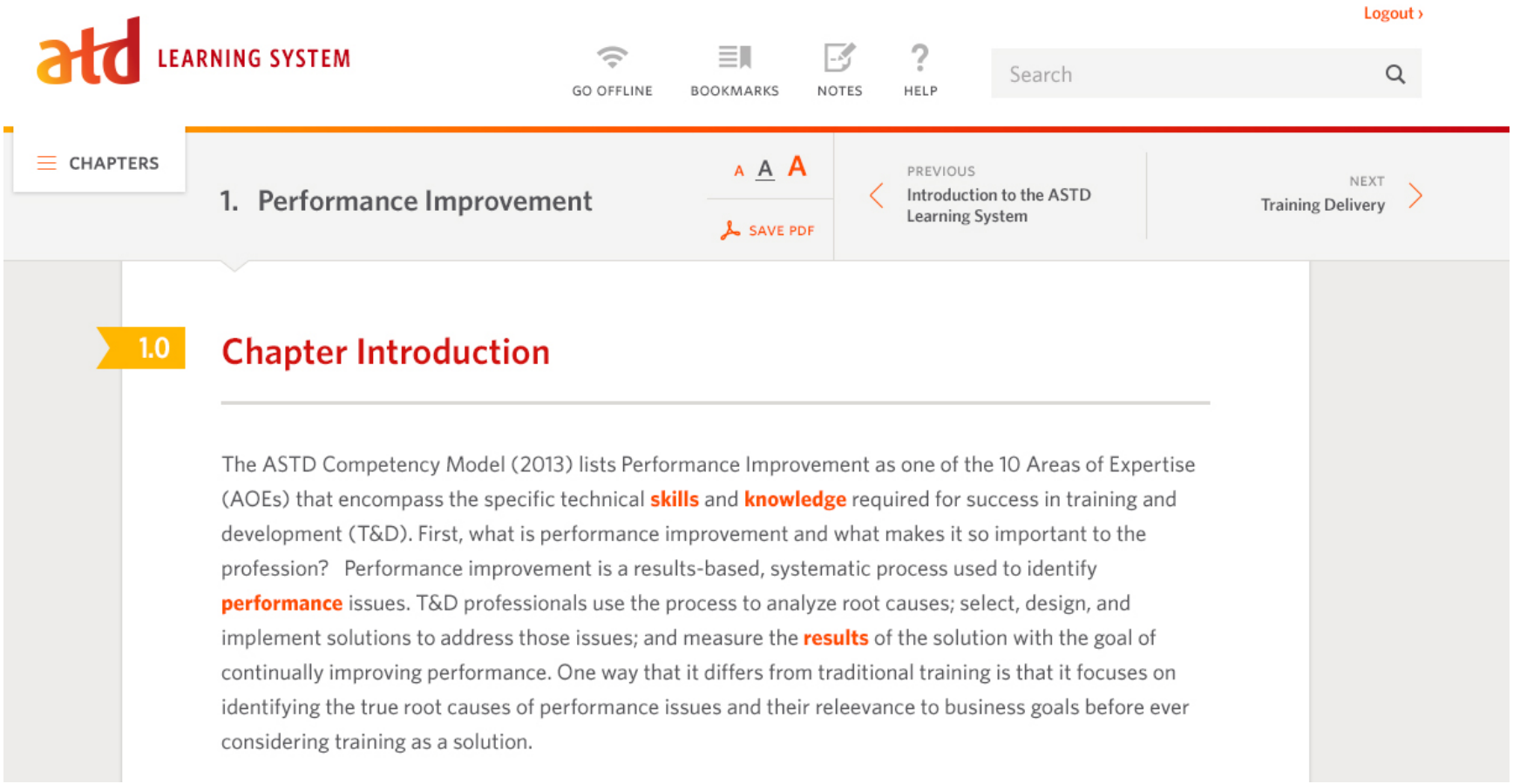
- Developing Your Work Product (live webcasts and online discussion boards; by invitation)

ATD Learning System

td.org/learningsystem

- The official resource for CPLP study
- Included with the Preparing for the CPLP workshops (except *Developing Your Work Product*)
- Digital format is portable, current, and available online and offline; customize with highlights, bookmarks, and notes
- PDF feature provides a printable option
- Includes a Master Glossary and Study Guide for Groups

ATD Learning System



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Study Options

- Study Groups (various ATD Chapters, some offer virtual groups)
- Partner Study (find partners at your Chapter, LinkedIn, or at work)
- Solo Study (some prefer to study solely on their own)

STUDY TIPS

Study Tips

- Most candidates spend 8-12 weeks preparing for the knowledge exam
- As a foundation, do the self-assessment, take the pCPLP, and use the Learning System to study
- Depending on your style, consider a group option such as an ATD preparation workshop and/or a Chapter study group or a study partner
- Focus study time on the areas where you scored lowest on the assessment BUT review all AOEs to refresh and anchor your knowledge
- Use the interactive quizzes in the Learning System
- Retake the pCPLP after studying (as many times as needed)
- Make a set of personal flashcards with key terms, concepts, and models

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Priyanka Coats, CPLP

HEAR FROM A CPLP

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- Why I chose to complete the CPLP
- How I prepared for the knowledge exam
- How I chose my work product
- My advice to you
- The benefits of having the CPLP credential

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Contact CPLPs

td.org/Certification

Top Five Reasons to Become CPLP Certified

- Build and validate your skills.
- Increase your earning potential.
- Differentiate yourself in a competitive job market.
- Broaden your career opportunities.
- Join an elite professional community.

Hear from CPLP Credential Holders: Video Testimonials.

See companies that have previously listed jobs as CPLP Preferred.

Congratulate the most recent CPLP Credential Holders.

Find a CPLP credential holder in the CPLP Registry.

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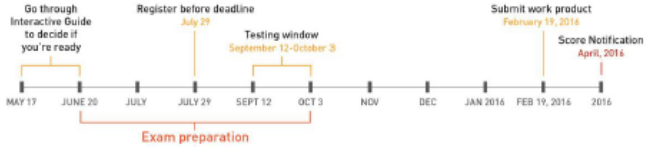
Job Aid

Preparing for the CPLP: *Let Me Count the Ways*

The CPLP Journey

Suggested Timeline: the whole process takes approximately 9-12 months



Step	Resources	Target Date
Determine your eligibility and the amount of time and effort required for you to prepare.	Interactive Guide Self-Assessment pCPLP practice exam Certification Handbook Parts 1 & 2	
If you are eligible (5 years of full-time TD job experience) and ready to commit, complete the application and register before the advertised deadline.	Apply and Register	
Determine when you would like to take the exam.	Test Schedule	
Decide which methods you will use to study and plan a schedule for covering all the content necessary. Find study partners using LinkedIn, ATD Chapters, fellow workshop participants, etc.	ATD Learning System Preparing for the CPLP workshops Find Chapter Study Groups	
Consider projects that you could use for the Work Product to ensure you can provide required evidence and meet deadlines.	Certification Handbook Part 3	
Contact ATD Customer Care if you have questions.	customercare@td.org	

Questions

Contact Information

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