



Preparing for the APTID Exam

JULY 14, 2022

Agenda

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

What we are
NOT talking
about today...

Certified Professional in Talent Development
(CPTD) Preparation

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



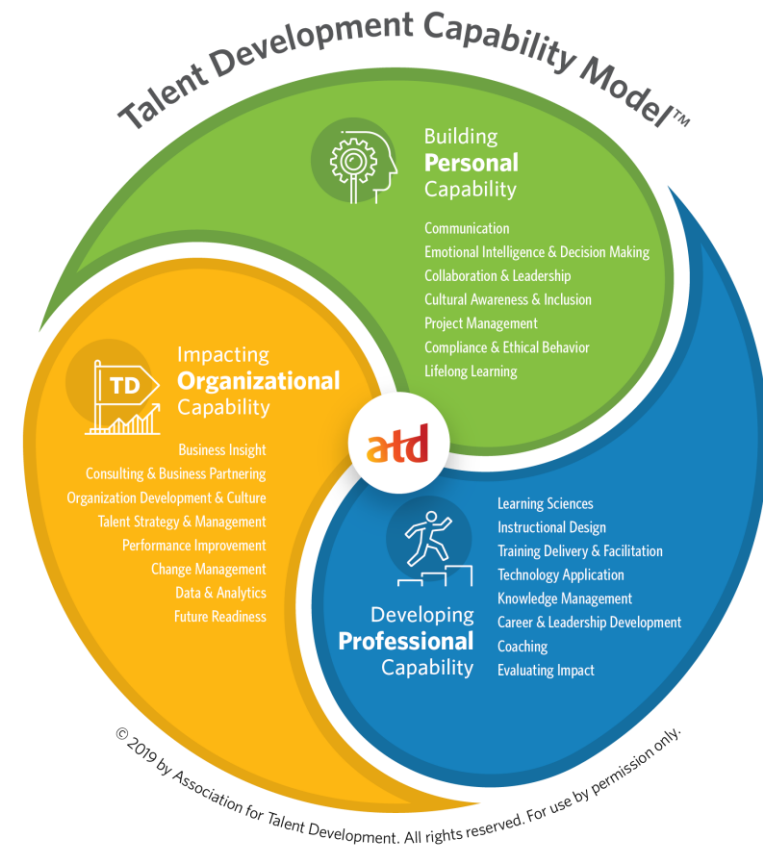
Recertification = proof that knowledge is current

ATD Talent Development Capability Model

Certifications Grounded in Research

- Tied directly to the [Talent Development Capability Model](#)
- Personal, Professional and Organizational domains
- 188 Knowledge & Skill Statements
- Subset of statements are tested

www.td.org/capability-model





Associate Professional in Talent Development

DESIGNED FOR

- Talent development professionals in early stages of career or narrower focus on specific functional areas.
- Individual contributor
- Focused or technical expert

ELIGIBILITY REQUIREMENTS

- At least 3 years of work experience involved in talent development functions
- 28 hours of qualifying professional development in the past 3 years
- ATD Master's 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 [professional and organizational capability domains](#)
- ❖ Completed within 3 years of applying for APTD
- ❖ At least 30 minutes in length
- ❖ Trackable and reportable

Examples of Commercially Available Providers



APTD Exam Details



115 Multiple Choice questions and
2 hours to complete the exam



Exam content
includes

20% Personal

50% Professional

30% Organizational



Foundational knowledge at the
application level – must know how
to apply it at work



Our Panelists

Delores Elias, APTD

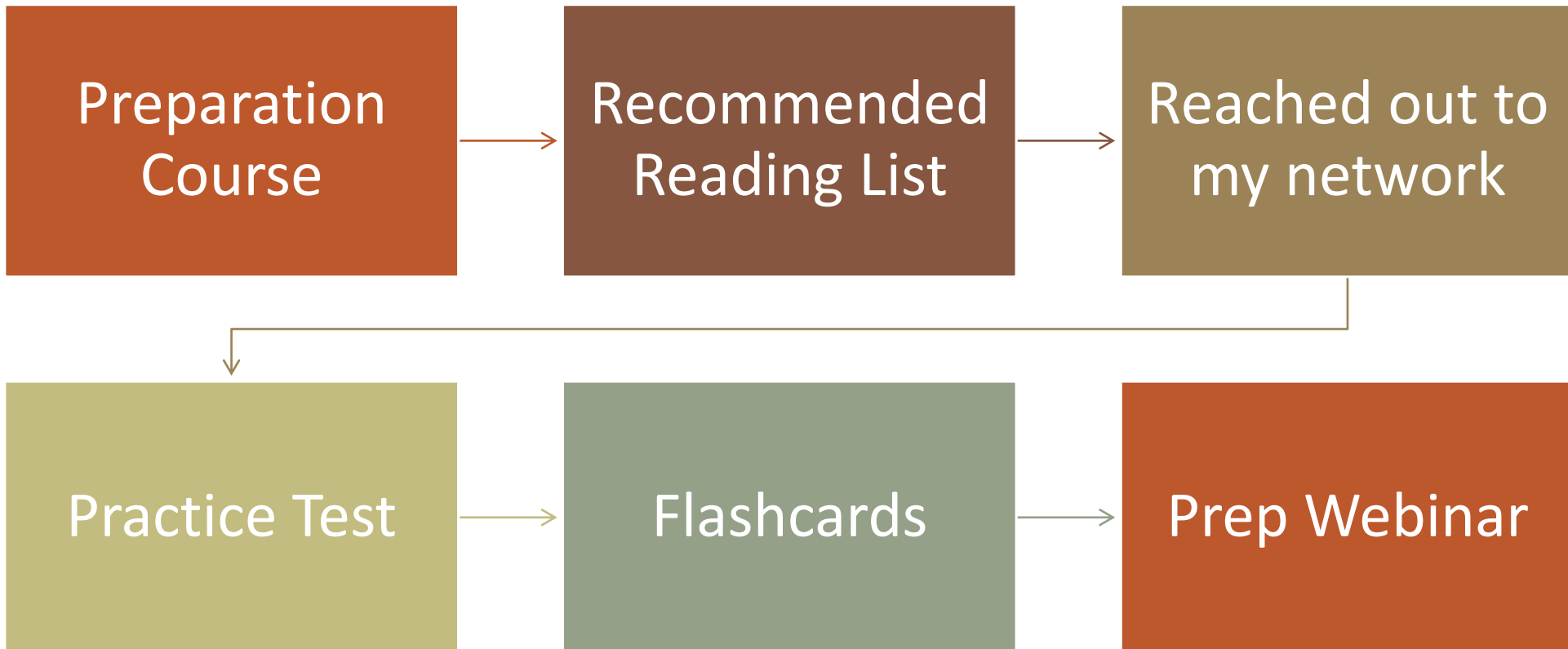
Maddie Hooker, APTD

Belkys Stallings, APTD

Samantha Stone, APTD



How did you prepare for the APTD exam?



What was the most helpful?

Informal study group

Quizlet → flashcards

On-demand system

Practice test

YouTube & Google

Gap analysis

Strategic use of reading list

Summarize content

What would
you do
differently?

Consider	Consider joining or forming a study group
Focus	Focus less on memorization and more on application
Be	Be intentional about reflecting, quizzing myself
Start	Start studying sooner

What did you
get out of the
process?



Gagne's Nine Events of instruction



Helped me to approach leadership about ideas



Filled knowledge gaps



Expanded my view and interest in the field

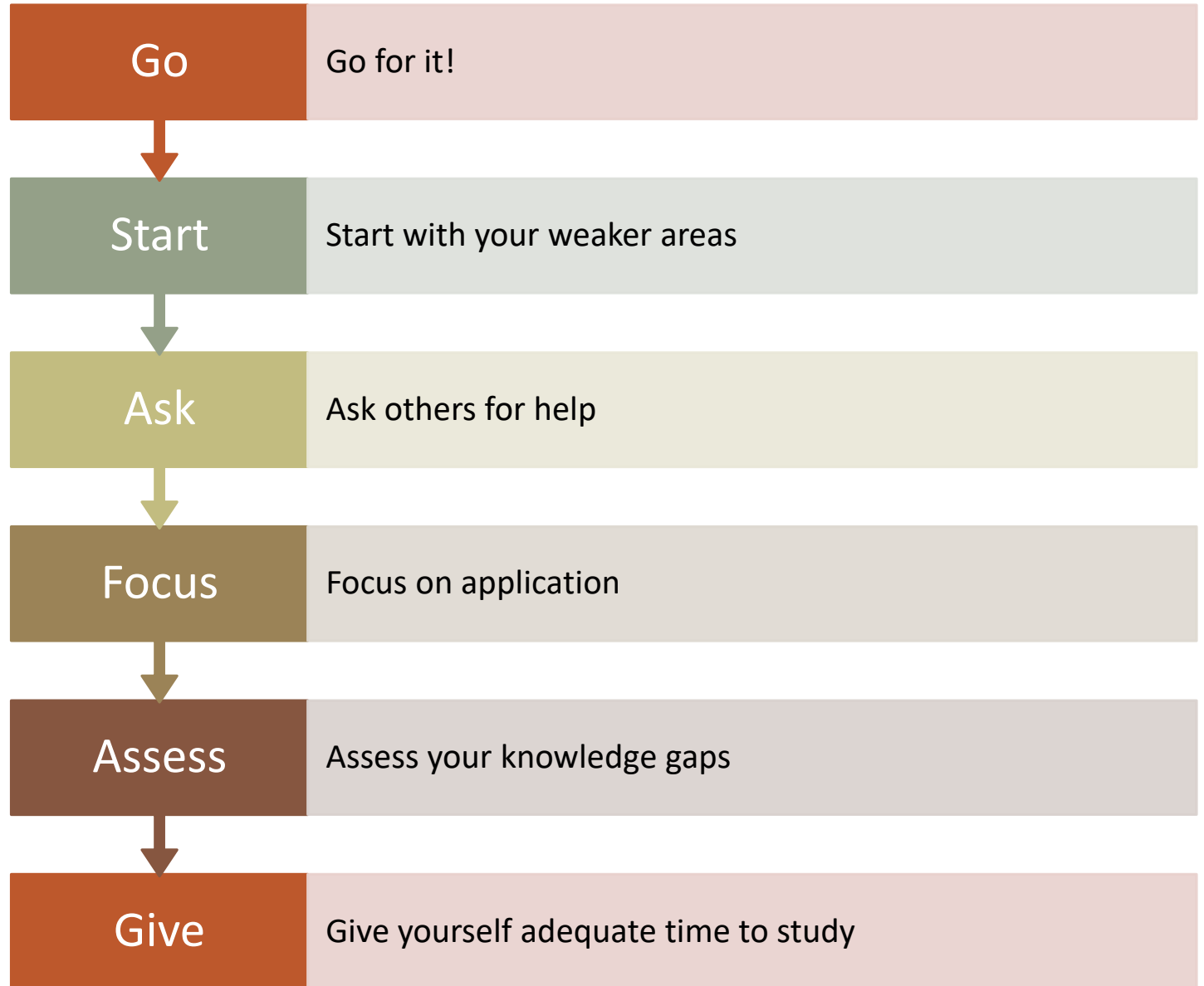


Self confidence & validation



Network of peers

Advice for APTD Candidates

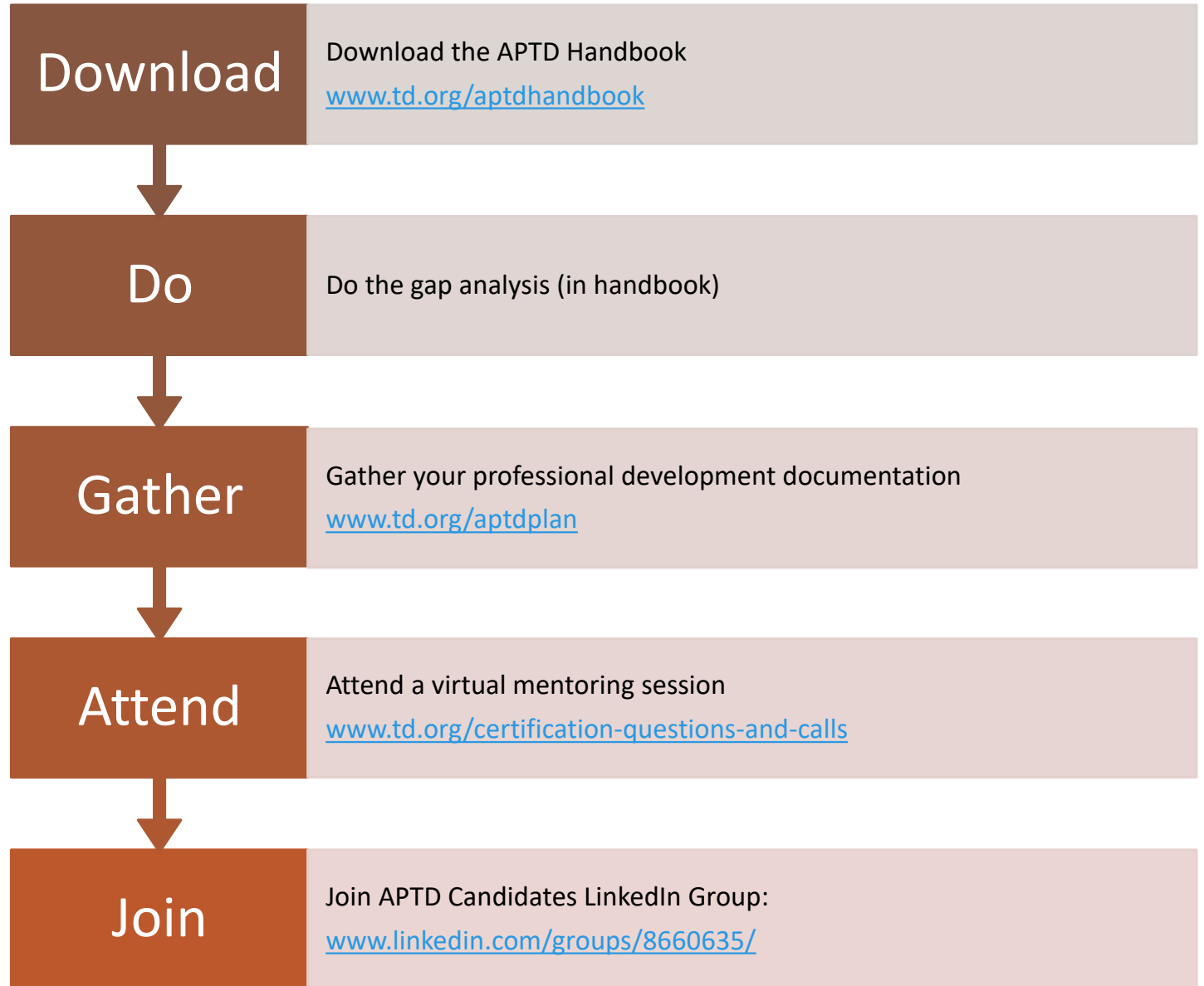


Q & A

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



Next Steps



Important Resources

Study Planning Guide [APTD](#)

[Reference Reading List](#)

[Practice test](#)

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

[Study group page](#) (more will be coming this fall)

[Free & inexpensive professional development](#)

[Talent Development Body of Knowledge](#)

[List of micro-courses \(available to ATD Professional Plus Members\)](#)