



APTD® Certification Preparation Bootcamp

The most comprehensive APTD exam prep program, which you can personalize, adapt, and engage in with your peers to meet your study needs.



Certificate of Completion



Face-to-Face or Live Online Training + Self-Paced Study



34 Synchronous Learning Hours over a 7-Week Blended Experience*



25 Hours Toward Initial ATPD Eligibility



Aligned to Talent Development Capability Model™



Enterprise Team Training Available

Accelerate your readiness for the Associate Professional in Talent Development (APTD®) certification exam and earn the credential that proves your talent development capability.

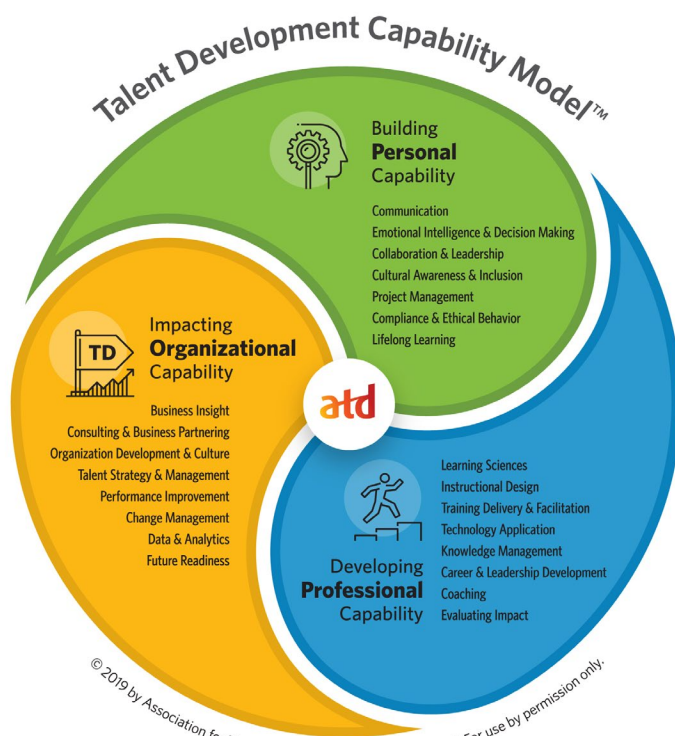
This program is designed to give ATD Certification Institute (ATD CI) APTD candidates a comprehensive, facilitator-led learning experience featuring a mix of guided instruction, content review, exam-taking strategies, practice testing, and a wealth of learning resources to support self-study.

During this robust and in-depth review of the areas covered in the APTD certification exam, you will be set up for success to pass. Interact, engage, and learn through a mix of lectures, scenarios, case studies, and targeted use of the APTD practice test. Gain access to everything needed to fully prepare for the APTD exam and be guided through virtual and in-person classroom experiences by an ATD expert facilitator who has been credentialed by ATD CI.

Administered by the ATD Certification Institute (ATD CI), the APTD is a professional certification for talent development professionals with at least three years of experience. An APTD credential holder has a strong foundational knowledge in talent development and understands that well-designed learning and performance solutions contribute to organizational success.

Why You Should Earn the APTD Certification:

- Validate your talent development knowledge.
- Build confidence in your skills and abilities as a talent development professional.
- Differentiate yourself in a competitive job market.
- Broaden your career opportunities.
- Join an elite professional community.



*Total synchronous learning hours exclude breaks and lunch. Additional self-study hours are required and vary by participant.



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Proven strategies prepare you to establish yourself in the talent development field with the APTD certification.

Prepare with a comprehensive seven-week learning experience that provides the learning content, preparation resources, and facilitator support you need to achieve your study journey, from start to exam date.

The robust program uses a blended learning approach with downloadable preparation resources, self-study modules, live online sessions, and a five-day facilitator-led training (available to take in-person or live online).

The course goes beyond presenting content from the Talent Development Capability Model to preparing you to prove your mastery of the knowledge and skills on the exam. You'll create an individualized study plan that identifies what you need to focus on to achieve your certification goal. With a mix of lectures and engaging activities led by an expert facilitator, as well as access to a full-length practice test, this program gives you an end-to-end preparation experience so that you'll leave the course feeling confident to take the exam.

Course features include:

- Pre-course overview session with your ATD facilitator and ATD Certification Institute on credentialing.
- A virtual kickoff session to introduce your facilitator and start your learning journey.
- Training that can be taken in-person or live online covering the key elements of the Talent Development Capability Model.
- Facilitator-led review and confidence check sessions with your peers.
- On-demand content review modules on the 22 TD capabilities assessed on the exam.
- Exam preparation strategies and study plan templates.
- Opportunity to take a full-length practice exam three times and debrief with your facilitator.
- Twelve-month access to the online *TDBoK Guide™: Talent Development Body of Knowledge*, second edition.

Related Learning Opportunities:

ATD Master Trainer® Program

Unique assessment-based program has expert facilitators working closely with you to help you master all aspects of training delivery.

ATD Master Instructional Designer® Program

Prove your ability. Elevate your design. Develop impactful learning solutions.

Instructional Design Certificate

Leverage exclusive ATD tools and templates to develop the most powerful, bottom-line focused learning.

Measuring Return on Investment Certificate

Connect your learning investment to the business bottom line.



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In this program, you will:

- Master the Talent Development Capability Model concepts covered in the certification exam.
- Build personal, professional, and organizational capacity through in-depth content review and application exercises.
- Identify individual knowledge gaps within the Talent Development Capability Model to focus and prioritize your study process.
- Receive a fully prepared study framework to minimize the guesswork in preparing for the exam.
- Apply strategies to reduce test-taking anxiety.
- Practice answering APTD exam questions with an exam that mirrors the actual test.

Program Components

The program is 34 synchronous learning hours over a 7-week blended experience. Total synchronous learning hours exclude breaks and lunch. Additional self-study hours are required and vary by participant.

Week 1	<ul style="list-style-type: none"> • Pre-Course Overview (45 minutes) • Program Kickoff (2 hours) • Self-Paced Study 	Live Online (2.75 hours) / Self-Paced (approx. 3 hours)
Week 2	<ul style="list-style-type: none"> • Five-day facilitator-led training sessions (Five 5.5 hour sessions each day for five days) 	Live Online or Face-to-Face (27.5 hours)
Week 3	<ul style="list-style-type: none"> • Practice Test (2 hours) • Self-Paced Study 	Self-Paced (approx. 3 hours)
Week 4	<ul style="list-style-type: none"> • Practice Test Debrief • Self-Paced Study 	Live Online (2 hours) / Self-Paced (approx. 7 hours)
Week 5	<ul style="list-style-type: none"> • Building Personal Capability Check-In • Self-Paced Study 	Live Online (2 hours) / Self-Paced (approx. 14 hours)
Week 6	<ul style="list-style-type: none"> • Developing Professional Capability Check-In (2 hours) • Briefing With ATD Certification Institute (45 minutes) • Self-Paced Study 	Live Online (2.75 hours) / Self-Paced (approx. 10 hours)
Week 7	<ul style="list-style-type: none"> • Impacting Organization Capability Check-In (2 hours) • Self-Paced Study 	Live Online (2 hours) / Self-Paced (approx. 4 hours)



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COURSE OVERVIEW

Week 1: Pre-Course Overview and Program Kickoff

- Meet Your Facilitator
- Meet Your Peers
- Candidate Handbook
- Introducing the *TDBoK Guide*
- Your Study Plan for Success

Activities include:

- About ATD Credentials
- Value of Certification
- What Domain Challenges You the Most?
- Skills Self-Assessment
- Confidence Meter
- Validate Access to APTD Practice Test
- Exam Preparation and Study Strategies

Week 2: Five-Day Facilitator-Led Training Sessions

- **Day 1:** Impacting Organizational Capability Domain
- **Day 2:** Developing Professional Capability Domain, Part 1
- **Day 3:** Developing Professional Capability Domain, Part 2
- **Day 4:** Developing Professional Capability Domain, Part 3
- **Day 5:** Building Personal Capability Domain and Next Steps in Preparation

Activities include:

- Content Overview
- Scenario-Based Activities
- Activity and Practice Question Review
- Online *TDBoK Guide* Excerpts
- Facilitated Discussion

Week 3: Practice Test and Self-Study

- Complete APTD Practice Test Independently
- Self-Study Using the APTD On-Demand Resources and *TDBoK Guide*

Activities include:

- Content Overview
- Pre-assessments
- Videos
- Scenario-Based Activities
- APTD Practice Test
- Online *TDBoK Guide* Excerpts
- Facilitated Discussion

Week 4: Practice Test Debrief

- Review Practice Test-Taking Experience and Strategies for Test Taking and Reducing Anxiety
- Self-Study Using the APTD On-Demand Resources and *TDBoK Guide*

Activities include:

- Exam Prep Frequently Asked Questions (FAQs)
- Ask an Exam-Related Question
- Study Strategies to Prepare for the Exam
- Recommendations to Create the Optimum Exam Day Experience
- Test-Taking Strategies and Question Decoding
- What to Expect on Exam Day
- Sample Exam Screens



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Week 5: Building Personal Capability

- Building Personal Capability Review and Confidence Check
- Self-Study Using the APTD On-Demand Resources and *TDBoK Guide*

Activities include:

- Scenario Review
- Facilitated Discussion
- Opportunity for Open Questions

Week 6: Developing Professional Capability and Briefing with ATD Certification Institute

- Developing Professional Capability Review and Confidence Check
- ATD Certification Institute Briefing
- Continued Independent Study Using the APTD On-Demand Program and *TDBoK Guide*

Activities include:

- Scenario Review
- Facilitated Discussion
- Opportunity for Open Questions

Week 7: Impacting Organization Capability

- Live Online: Impacting Organization Capability Review and Confidence Check
- Self-Study Using the APTD On-Demand Program and *TDBoK Guide*

Activities include:

- Scenario Review
- Facilitated Discussion
- Opportunity for Open Questions

What Participants Are Saying

“The APTD [preparation course] was the key driver in helping to prepare me for the APTD exam. Not only could I access it conveniently whenever and wherever I was, the workshop analyzed which areas I needed to focus on more. Without the workshop, I wouldn't have been as prepared for the exam and the way the questions were worded.”

— Jennifer Mohr, APTD
Learning and Development Project Manager



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RESOURCE SAMPLE

Study Strategies—Getting Started

This is the first in a series of three study aids to help you study for the exam. Review the tips provided and determine which options will help you.



Study Environment

Pick a setting that is free of distractions. Also, consider whether technology is a helper or distractor. For example, while you may have tools on your mobile device that support study, there are likely other apps that may divert your attention.

Remember to take breaks. After studying for 30 minutes or so, take a short break. Take a walk, have a snack, and then get back to it!

Trust your instincts. There are many, sometimes contradictory, tips for how to improve your study environment. If you try a particular study environment, and it is not working well, try another environment.



Study Plan

Plan your time. Evaluate how much content you need to cover and how much time you have to prepare. Decide how much time you must spend per day or week to be successful.

Choose your study strategies. Consider which study strategies you will use and build in time for them. Be sure to incorporate your strategies into your personal study plan.

Include study time in your daily schedule. It is easy to put off studying. Schedule a time each day or week that is set aside for studying. Add the time to your physical or electronic calendar.

Be flexible. While it is great to have dedicated time, also take advantage of downtime. Can you squeeze in some study time during a midday or lunch break? If you carpool or use public transportation, is there an opportunity for study during your commute?

Be sure to include free time in your schedule. Ensuring that you have planned time for family or personal activities up front will help prevent conflicting priorities.



Why Choose ATD as Your Professional Development Resource?

During the last 80 years, our mission has been to empower talent development professionals with the knowledge and skills they need to be successful and remain competitive. We accomplish this by providing learning that sticks and leads to measurable results in your on-the-job performance.

What You Can Expect From an ATD Course

- ✓ Research- and capability-based learning with applied adult learning principles
- ✓ Hands-on practical activities
- ✓ An engaging environment that builds confidence and makes learning personally relevant
- ✓ Actionable take-home materials to ensure real application back at work

200+

Courses



1,000+

Organizations
Have Trained
With Us



120+

Countries
With
an ATD
Presence



160,000+

Professionals
Have Learned
With ATD
Education



Ready to Get Started?



Register a Team/ On-Site Training

Interested in bringing a course to your company as an on-site learning event?

Call: **888.816.7813**

Email: enterprise@td.org

We Are Here to Help You and Your Team Learn, Grow, and Improve!