

**atd** Association for  
Talent Development



# 2024






## Education Course Catalog



# The ATD Education Brand Promise



No matter what type of course or format you choose, the ATD Education learning experience delivers:

				
<b>Capability-Based Content</b>	<b>Expert Facilitators</b>	<b>Peer-to-Peer Learning</b>	<b>Practical Approach</b>	<b>Personalized Learning</b>
Research-based content to expand your knowledge, skills, and mindset	The wisdom and guidance of an industry-leading facilitator	Learning with and from your talent development peers	A practical, tools-based approach to support application on the job	Development of mastery through a learning journey tailored to your unique role and goals

As the world's leading experts in professional learning, we know how people learn best—and we design learning that works. Get the information, insights, and skills you need to expand your mindset and increase your strategic impact. Together, we'll empower you to develop talent in the workplace and create a world that works better.

## ATD: Your Professional Development Resource

**For 80 years, our mission has been to empower talent development professionals with the knowledge and skills they need to be successful.**

	Partner with <b>120+</b> world-class facilitators		<b>160+</b> courses
	<b>2</b> talent development certifications		<b>160,000+</b> professionals have learned with ATD Education
	<b>900+</b> organizations have trained with us		

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Note: While the information in this catalog is true and correct at the date of printing, prices and dates are subject to change. Check [td.org/education](https://td.org/education) for the most up-to-date information, including new programs, pricing, dates, and locations.

Introducing



LEARNING LIBRARY

## An Innovative Approach to Self-Paced Learning

Led by expert facilitators, these 45-minute courses will cover knowledge and skills from each of the 23 capabilities from ATD's Talent Development Capability Model™. Build new skills quickly and stay on top of the latest talent development trends at your own pace and at a time that fits your schedule with the ATDYou Learning Library.

40 courses are initially available and feature content for a variety of talent development roles.

These courses, such as *Adult Learning: Theory to Practice*, *Design Thinking for Instructional Design*, *Selecting & Implementing Learning Technologies*, and *Introduction to Artificial Intelligence and Extended Reality for Learning Professionals* align with knowledge and skills from the Talent Development Capability Model. As time goes on, additional courses will be added to the library to meet the ever-changing needs of talent development professionals.

REGISTER



The ATDYou Learning Library is extending its special introductory pricing offer through the end of 2024.

## ATDYou Courses

**Ethics in Data Handling** | In this course, you'll uncover the critical data risks that talent development professionals face and learn how to select the right strategies to mitigate them. You'll also identify key internal partners who can help ensure your data remains secure, empowering you to protect your team and your organization.

**Managing Learning Technologies** | This course will enable you to recognize the unique purpose and capabilities of various learning technologies, ensuring you know what tools you already have; and choose the right new tools for your team. You'll discover effective approaches to sourcing these technologies and gain critical insights into creating and managing service agreements that protect your interests.

**Principles of Knowledge Management** | In this course, you'll discover the two types of knowledge that drive organizational success and learn how to leverage powerful knowledge management systems to capture, organize, and distribute crucial information.

**Defining Business Success** | This course will help you'll identify external factors that influence your organization and its environment, so you can design solutions that meet current needs, anticipate future needs, and demonstrate to stakeholders that talent development is a strategic partner for business success.

**Effective Writing Skills** | This dynamic course will equip you with six essential guidelines for crafting clear and compelling messages. Discover pre-writing questions that will save time and improve your written communication.

**Coaching for Performance** | Ignite your organization's potential with the power of coaching! Discover how creating a coaching culture can help get individuals unstuck and boost performance. In this course, you will learn how to initiate formal and informal coaching in your organization, explore the competencies of expert coaches, and examine the ATD coaching model.

**Adult Learning: Theory to Practice** | When you understand how adults learn, you can create learning experiences that achieve real results.

**Cognitive Science in Learning** | To effectively design learning experiences with high learner retention, instructional designers must be knowledgeable about the science of learning.

**Communication in Learning** | By understanding what communication is and the foundational communication models, talent development professionals can create more effective communication within learning experiences.

**The ADDIE Model for Instructional Design** | In this course, you will explore each of these five phases of the ADDIE model, how they interact to support an effective instructional design practice, and how to apply them to support your own practice.

**Instructional Design Models and Processes** | This course equips you to design learning experiences more effectively by providing a solid foundation in learning theories and a thorough understanding of how adults learn best.

**Conducting a Needs Assessment for Instructional Design** | In this course, you'll learn when and how to conduct a needs assessment, including a few tricks for when stakeholders would rather you "just get started."

**Data Collection for Needs Assessments** | In this course, you'll learn about various techniques you can use to gather data to help you make smart, strategic choices about your training design.

**Defining Behavioral Outcomes** | Instructional designers use the results of a needs assessment to identify and define learning and behavior outcome statements.

**Writing Learning Objectives** | When you take the time to determine business goals and the associated learning objectives for a training initiative, you can ensure that all stakeholders are aligned about what you're trying to accomplish, your learners know why they are taking the course, and you have a clear understanding of how to make it all happen.

**Assessing Learning Content** | This course will explore these three approaches, along with how to assess content to make sure it aligns with your organization's objectives.

**Developing Design Documents** | In this course, you'll learn how and why to use design documents to start your projects off right.

**Working With SMEs to Curate and Create Content** | In this course, you will learn how to work collaboratively with SMEs and explore how to make content decisions that align to the learning objectives.

**Selecting Delivery Methods and Media** | Any given method can be supported by a variety of delivery media and technology, so it is important to understand the considerations for choosing the right methods, media, and technology for specific learning environments and modalities.

**Designing and Developing Learning Materials** | This course will cover the foundational principles of designing learning materials for use in workplace training and talent development to ensure more effective learning experiences.

**Prototyping for Instructional Design** | This course will help you decide when and how to use prototypes to test your ideas early and often, gaining valuable feedback to shape your designs along the way.

**Design Thinking for Instructional Design** | Design thinking is a human-centered approach to creating solutions that address the needs of both individual learners and the organization.

**Planning and Coordinating Training Events** | Whether you're coordinating in-person, virtual, or asynchronous training events, this course will help you ensure these, and many more details all support your big-picture goal.

**Preparing to Facilitate** | This course explores effective preparation for facilitation, including understanding how your course relates to organizational goals, learning about the participants, and practicing your delivery mechanics.

**Managing and Facilitating Effective Meetings** | This course covers how to effectively prepare for, facilitate, and make decisions during meetings.

**Facilitation Styles and Techniques** | Facilitation requires rigorous preparation, a pleasant and personable demeanor, and honed skills.

**Engaging and Managing Participants** | Engaging and managing participants is key to effective training delivery and facilitation and helps improve learning transfer.

**Creating a Positive Learning Environment** | An effective learning environment should be welcoming to all.

**Selecting Delivery Strategies to Support the Learning Experience** | In this course, you'll explore factors and considerations that can help you select just the right strategy for these situations and more.

**Applying Learning Science in Training Delivery** | Possessing a clear understanding of cognitive processes allows you to deliver learning that is retained and applied on the job.

**Facilitating Formal Learning** | Today's environment requires skill in delivering training using multiple delivery modalities, whether in person, virtual, or a blend.

**Supporting Informal Learning and Learning on the Job** | When you harness the power of informal learning and learning on the job, you can provide more and richer learning opportunities than you can with formal learning alone.

**Adapting Learning Materials** | In this course, you will learn how to adapt learning materials when training-program factors like timing, logistics, relevance, and learning requirements change.

**Creating Accessible Learning Experiences** | In this course, you'll learn the foundational principles to help you create accessible, inclusive learning programs that support learners with a broad range of abilities.

**Administering a Learning Technology Ecosystem** | A robust, dynamic talent development department needs a robust, dynamic technology ecosystem.

**Data Standard Formats** | In this course, you'll learn about some of the most important data standard formats (such as SCORM and xAPI) that you can rely on to make sure your content works with the various systems in your organization.

**xAPI Foundations** | Using the xAPI data format lets you track valuable, detailed information that can help you track and evaluate the usage and effectiveness of your digital learning experiences.

**Identifying Technology System Requirements** | In this course, you'll learn to clearly identify your technology system requirements before you invest time and money in new tools.

**Evaluating and Selecting E-Learning Software Tools** | To create effective e-learning content, you need to find tools that meet your learning needs, technology needs, and organizational needs.

**Selecting and Implementing Learning Technologies** | In this course, you'll learn to take a purposeful approach to selecting and implementing learning technologies, so you can be sure they do what you need them to do.

**Testing Learning Technologies** | In this course, you'll explore helpful strategies for planning a solid approach that will set you up for a successful rollout.

**Principles of User Interface Design** | An intuitive user interface leads to a positive user experience.

**Leveraging Social Media for Learning** | Whether you use something as simple as an instant messaging tool or an enterprise-level rollout of a large commercial platform, you can leverage social media to accelerate social learning.

**Introduction to Artificial Intelligence and Extended Reality for Learning Professionals** | Artificial intelligence (AI) and extended reality (XR) have the potential to revolutionize training programs and other talent development functions.

**Models and Methods to Evaluate the Impact of Learning** | In this course, you'll learn about different approaches for measuring the true impact of your learning initiatives so you can understand and demonstrate their value.

**Using Quantitative & Qualitative Data for Evaluating Learning** | In this course, you'll learn helpful methods for analyzing and interpreting both quantitative and qualitative data in ways that can help improve your learning initiatives and increase performance.


# The Talent Development Capability Model™

The framework you need to develop your learning plan and advance your career.



Backed by research and vetted by experts, the Talent Development Capability Model defines what TD professionals need for success today and tomorrow.

Whether you're new to the profession, midway through your TD career, or navigating the demands of senior leadership, ATD has the resources you need to upskill yourself or your team.

 Look for this icon on our course pages within this catalog to see which talent development capability areas each course aligns to.

## Assess Your Current Capability



Targeted. Personalized. Future-Focused. The interactive Capability Model self-assessment helps you identify your current skills and create a learning plan to increase your impact as a talent professional.

Measure your skills and knowledge in the three capability areas and create your learning plan!

# Choose the Right Certification



The **Associate Professional in Talent Development (APTD®)** is a certification for TD professionals who are early in their careers or whose professional roles and aspirations focus on foundational areas of the field.

### WHO IS IT FOR?

APTD is best suited for early career TD professionals:

- Who want to formalize and recognize their role with a certification
- With at least three years of experience

Many of our APTD candidates are “accidental trainers” without formal education in training and development.



The **Certified Professional in Talent Development (CPTD®)** is a certification for more experienced TD professionals. It is broad and measures a professional's knowledge and skill application across the breadth of talent development capabilities.

### WHO IS IT FOR?

CPTD is best suited for seasoned TD professionals:

- Who have deep knowledge and experience enhancing employee talent development
- Who are looking to demonstrate expertise and commitment to the profession
- With at least five years of experience in workplace learning and talent development

Need Help Getting Started? Talk to a Professional Development Specialist.

Whether you are looking for advice on which credential is right for you or choosing your next ATD course, our professional development specialists provide complimentary consultations to help you on your learning journey. Visit [td.org/my-career-path](http://td.org/my-career-path).

**Trainer/Facilitator? Instructional Designer? TD Manager?**  
Choose from 10 role-based learning paths or create your own! Get started today at [td.org/model](http://td.org/model).

## APTD Certification Preparation Course

The complete APTD® exam prep program that you can personalize and adapt to meet your study needs.

This comprehensive learning experience gives you everything you need to get ready for the APTD—the certification for talent development professionals in the early parts of their careers or whose roles and aspirations are focused on foundational areas in the field. A flexible and self-paced approach gives you access to the content and resources immediately upon enrolling and for 12 months after to ensure you can prepare right up to your exam date. The course uses an adaptive, assessment-based approach to allow you to customize your learning and dive into the content you need most to learn. With a robust set of microlearning resources tailored for busy professionals and with an expert facilitator and community of candidates, you will be guided through an end-to-end study path. Leave the course feeling confident to take the exam.

Course features include:

- Content review
- Expert-led discussions and feedback
- Exam preparation strategies
- Adaptive self-assessments
- Interactive scenario-based activities
- Learning resources
- Complete practice test
- Live online sessions
- TDBoK™ access


### CREDITS

2.8 CEUs awarded


20.0 Professional Development Hours toward initial certification eligibility for the APTD credential from the ATD Certification Institute. Course must be completed before it can be reported.


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Capability Areas:** Training Delivery and Facilitation, Instructional Design, My Career

 **Level:** Informed

 **Format:** On Demand, 28 hours

 **Roles:** Trainer/Facilitator, Instructional Designer, Learning Technologist

Members Save \$250

REGISTER

## CPTD Certification Preparation Course

The complete CPTD® exam prep program, personalized and adapted to prepare you best.

Prepare with a comprehensive learning experience that will help you focus on the areas you need to prove your ability and earn the CPTD—the certification for professionals with at least five years of experience and who understand and can affect impactful talent development solutions that drive organizational success.

A facilitator-led yet flexible and self-paced approach gives you access to the content and resources immediately upon enrolling and for 12 months after to ensure you can prepare right up to your exam date. The course uses an adaptive, assessment-based approach to allow you to customize your learning. With a robust set of microlearning resources tailored for busy professionals, an expert facilitator, and a community of candidates, you will be guided through an end-to-end study path so you leave the course feeling confident to take the exam.

Course features include:

- Content review
- Expert-led discussions and feedback
- Exam preparation strategies
- Adaptive self-assessments
- Interactive scenario-based activities
- Learning resources
- Complete practice test
- Live online sessions
- TDBoK™ access


### CREDITS

2.8 CEUs awarded


20.0 Professional Development Hours toward initial certification eligibility for the CPTD credential from the ATD Certification Institute. Course must be completed before it can be reported.

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Capability Areas:** Learning Sciences, Business Insight, Coaching, Collaboration and Leadership, Communication, Compliance and Ethical Behavior, Consulting and Business Partnering, Cultural Awareness and Inclusion, Data and Analytics, Emotional Intelligence and Decision-Making, Future Readiness, Knowledge Management, Organization Development and Culture, Project Management, Career and Leadership Development, My Career, Technology Application, Managing the Learning Function, Evaluating Impact, Instructional Design, Global Perspectives, Talent Strategy and Management, Training Delivery and Facilitation, Change Management

 **Level:** Advanced

 **Format:** On Demand, 28 hours

 **Roles:** Instructional Designer, Talent Development Manager, Trainer/Facilitator

Members Save \$250

REGISTER

# Earn Credits and Recertification Points

All ATD programs are eligible for continuing education units (CEUs), recertification points, and certification eligibility professional development hours you can use to pursue your professional development goals.

The following organizations have preapproved select ATD courses. Credit values and approved providers for each course can be found in this catalog's listings. **Note: Not all ATD courses are preapproved by the providers listed here.**



Select courses are eligible for APTD and CPTD recertification points or professional development hours from the ATD Certification Institute. Visit [td.org/recertification](https://td.org/recertification) for more information.



The program has met the HR Certification Institute's criteria for preapproval for recertification credit for Professional in Human Resources (PHR), Senior Professional in Human Resources (SPHR), and Global Professional in Human Resources (GPHR) credentials.

*The use of this seal is not an endorsement by the HR Certification Institute (hrci.org) of the quality of the program.*



The program is recognized by the Society for Human Resource Management (SHRM) to offer Professional Development Credits (PDCs) for SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP) credentials.

# Need Help Getting Started? Speak to a Professional Development Specialist



Take advantage of ATD's free resource to help you navigate learning options based on your goals, role, and industry. Whether you're looking for advice on which credential is right for you or want to delve more deeply into all the education programs and offerings that ATD provides, our professional development specialists are available for complimentary consultations to help you make the most of you or your team's learning opportunities.

Visit [td.org/my-career-path](https://td.org/my-career-path) or call **855.830.2783**.



## ATD Master Instructional Designer® Program

*Prove your ability. Elevate your design. Develop effective learning solutions.*

The role of an instructional designer is evolving, expanding, and more in demand than ever. Once seen as a planner of learning events for typical classroom programs with a short set of defined tasks (such as analyzing needs, writing learning objectives, and evaluating learning programs), instructional designers now need an expanded skill set. These essential skills include business acumen, consultative approaches, design approaches based on learning sciences, and technology expertise. Designers must pivot between designing for multiple modalities such as face-to-face, e-learning, and virtual as well as implement learning solutions via multiple media streams such as e-learning modules, learning management systems, podcasts, mobile apps, videos, infographics, and animated shorts. Armed with a broader skill set, instructional designers have the flexibility to be the jack-of-all-trades and a much-requested strategic resource for organizations.

Aligned to the Talent Development Capability Model™, this advanced-level program covers the entire process for designing learning solutions to ensure that you are a valued partner to stakeholders and align learning solutions to meet business objectives.

### WHY YOU SHOULD ATTEND

- Develop and demonstrate mastery of instructional design through a multipart, real-world project, including individualized feedback and analysis.
- Gain six months of free access to ATD's comprehensive Talent Development Body of Knowledge™, and receive tools, resources, and templates to use on the job.
- Receive personalized feedback from your facilitator and peers.
- Accelerate your pathway toward achieving the APTD® or CPTD® certification.

**To support ongoing professional development, ATD master program registration includes a complimentary course elective. Take the ATD certificate program of your choice following successful completion of your ATD master program. Exclusions apply.**

### DETAILS



**Recognition:**  
ATD Master Designation,  
Digital Badge



**Capability Areas:**  
Instructional Design, Performance Improvement, Learning Sciences, Talent Strategy and Management, Consulting and Business Partnering



**Level:**  
Advanced



**Format:**  
Blended, 28 hours over 8 weeks



**Roles:**  
Instructional Designer, Independent Consultant, Learning Technologist

**Members Save \$300**

**REGISTER**

Pricing outside the United States varies. Please consult the individual program pages for additional details. The ATD Master Instructional Designer® Program is offered by the ATD Certification Institute.

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### PROGRAM COMPONENTS

**Week 1 (Self-Paced and Live Online):**  
Introduction and Instructional Design Models

**Week 2 (Self-Paced):** Needs Assessment Approaches

**Week 3 (Self-Paced and Live Online):**  
Objectives, Outcomes, and Design Decisions

**Week 4 (Self-Paced):** Collaboration and Visual Representations

**Week 5 (Self-Paced and Live Online):**  
Formal and Informal Approaches

**Week 6 (Self-Paced):** Technology Alignment

**Week 7 (Self-Paced and Live Online):**  
Quality Assurance

**Week 8 (Self-Paced):** Impact Measurement and Future Readiness

### CREDITS

2.8 CEUs awarded

28 APTD® Professional Development Hours or Recertification Points

28 CPTD® Professional Development Hours or Recertification Points

Satisfies full professional development eligibility requirement for APTD and CPTD

28 HR General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

28 PDCs toward SHRM-CP and SHRM-SCP recertification





## ATD Master Performance Consultant™ Program

*Analyze performance gaps. Deliver effective solutions.  
Foster exemplary performance.*

Talent development professionals are often asked to design and deliver training to address performance issues in the workplace. But what if training isn't the answer? A performance consultant thinks of training as one of many options to solve performance problems. A performance consultant uses a systematic approach to find the root causes of performance gaps, then recommends and implements solutions to address those gaps. This advanced course gives you everything you need to master a performance consulting approach in your work and make a bigger impact in your organization.

Whether you hold the formal title of performance consultant or not, the skills you learn and focus on in this course will elevate your ability by giving you a systematic and reliable approach you can use on the job to address performance issues. You will have the opportunity to assess your capabilities against key performance consulting competency areas and roles to determine your strengths and development opportunities.

ATD has been a leader in human performance improvement (HPI) for more than 20 years, and ATD's Performance Consulting Model and the ATD Performance Consulting Framework are the foundation of this course.

### WHY YOU SHOULD ATTEND

- Make a bigger impact in your role and elevate your status as a TD professional by learning the techniques and tools of a master performance consultant.
- Access ATD's Performance Consulting Model and Performance Consulting Framework, a step-by-step guide that takes you through the performance consulting process from beginning to end.
- Accelerate your pathway toward achieving the Associate Professional in Talent Development (APTD®) or Certified Professional in Talent Development (CPTD®) certification.

**To support ongoing professional development, ATD master program registration includes a complimentary course elective. Take the ATD certificate program of your choice following successful completion of your ATD master program. Exclusions apply.**

### DETAILS



**Recognition:**  
ATD Master Designation,  
Digital Badge



**Capability Areas:**  
Consulting and Business Partnering,  
Change Management, Performance  
Improvement



**Level:**  
Advanced



**Format:**  
Blended, 28 hours over 8 weeks



**Roles:**  
Talent Development Manager,  
Trainer/Facilitator

**Members Save \$300**

**REGISTER**

Pricing outside the United States varies. Please consult the individual program pages for additional details. The ATD Master Performance Consultant™ Program is offered by the ATD Certification Institute.

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### PROGRAM COMPONENTS

**Week 1 (Self-Paced and Live Online):** The Fundamentals of Performance Consulting

**Week 2 (Self-Paced):** Assessing the Need

**Week 3 (Self-Paced and Live Online):** Understanding the Issue

**Week 4 (Self-Paced):** Analyzing the Data

**Week 5 (Self-Paced and Live Online):** Presenting the Findings and Interpretation

**Week 6 (Self-Paced):** Developing and Implementing a Solution

**Week 7 (Self-Paced and Live Online):** Completing the Project and Evaluating the Results

**Week 8 (Self-Paced):** Putting It All Together

### CREDITS

2.8 CEUs awarded

28 APTD® Professional Development Hours or Recertification Points

28 CPTD® Professional Development Hours or Recertification Points

Satisfies full professional development eligibility requirement for APTD and CPTD

28 HR General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

28 PDCs toward SHRM-CP and SHRM-SCP recertification

**BESTSELLER**



## ATD Master Trainer® Program

*Focused on practice and grounded in theory, prove your ability to deliver the most engaging and effective training solutions—in both the classroom and virtual environments.*

The role of the trainer has evolved to include building consultative partnerships, demonstrating facilitation skills dependent on learner dynamics, and reporting on business metrics to validate the effectiveness of the learning solution. Aligned to the Talent Development Capability Model™, this renowned program covers the entire process of training delivery including purpose and assessment, decision making, planning and preparation, presentation and facilitation, performance and evaluation, and business metrics and reporting.

Engage with your cohort and facilitator to lift the conversation about training delivery to the master level, showcasing your ability to adapt to learner needs and be successful delivering in any modality (classroom, virtual, asynchronous, or a blend). Identify where you excel and where you have opportunities for growth. Benefit from a structured and collaborative learning experience and the opportunity to assess your knowledge and skills through discussion, practice, and skills demonstrations.

### WHY YOU SHOULD ATTEND

- Develop and demonstrate mastery of training and facilitation through multiple practice deliveries, including individualized feedback and analysis.
- Gain six months of free access to ATD’s comprehensive Talent Development Body of Knowledge™, and receive tools, resources, and templates to use on the job.
- Receive personalized feedback from your facilitator and peers.
- Accelerate your pathway toward achieving the APTD® or CPTD® certification.

To support ongoing professional development, ATD master program registration includes a complimentary course elective. Take the ATD certificate program of your choice following successful completion of your ATD master program. Exclusions apply.

### DETAILS



**Recognition:**  
ATD Master Designation, Digital Badge



**Capability Areas:**  
Learning Sciences, Collaboration and Leadership, Communication, Instructional Design, Technology Application, My Career, Training Delivery and Facilitation



**Level:**  
Advanced



**Format:**  
Blended, 28 hours over 8 weeks; Face-to-Face, 3 days



**Roles:**  
Trainer/Facilitator, Talent Development Manager, Independent Consultant, Talent Development Director/Executive

**Members Save \$300**

**REGISTER**

Pricing outside the United States varies. Please consult the individual program pages for additional details. The ATD Master Trainer® Program is offered by the ATD Certification Institute.

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### PROGRAM COMPONENTS

**Weeks 1–3 (Self-Paced)**

**Week 4 (Face-to-Face or Live Online)**

**Weeks 5–6 (Self-Paced)**

**Weeks 7–8 (Self-Paced)**

### CREDITS

2.8 CEUs awarded

28 APTD® Professional Development Hours or Recertification Points

28 CPTD® Professional Development Hours or Recertification Points.

Satisfies full professional development eligibility requirement for APTD and CPTD

28 HR General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

28 PDCs toward SHRM-CP and SHRM-SCP recertification

*“I would absolutely recommend this program to a friend. It’s rare to make so much professional progress in such a short span of time, but the Master Trainer Program significantly impacted my skills.”*

**—JANE MAGNESS, ATD MASTER TRAINER PROGRAM**

# Demonstrate the value of your talent development investments.

For almost 20 years, ATD has been offering the preeminent professional certificates in talent development measurement, evaluation, and analytics—based on the latest research on these topics and aligned to the Talent Development Capability Model.

**FULLY REVISED AND REVAMPED FOR 2024!**



## Evaluating Learning Impact Certificate

Demonstrate the results of your talent development investments.



## Measuring Return on Investment

Use ROI to demonstrate the real value of talent development.

See these and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

Programs can be taken in person, online, or through a dedicated offering for your team.

Offered in partnership with the industry-leading evaluation experts at ROI Institute and aligned to the ROI Institute's ROI Methodology.

**ROI** INSTITUTE®



Jack Phillips, PhD,  
ROI Institute Chairman



Patti Phillips, PhD, CPTD®,  
ROI Institute CEO

**New!** Attend the ATD Evaluating Learning Impact or Measuring Return on Investment Certificate program (or both!) and receive a discount and accelerated pathway toward the ROI Institute's Certified Return on Investment Professional® (CRP) certification.

Learn more at [roiinstitute.net/atd-eli-and-mroi-certificate-programs](https://roiinstitute.net/atd-eli-and-mroi-certificate-programs).

## Adobe Captivate Certificate

Reimagine the way you create interactive e-learning.

Discover all you need to know to create visually rich, artistic, and highly interactive e-learning programs. Earning the Adobe Captivate Certificate enables you to create effective e-learning content, including text captions, images, screen characters, quizzes, buttons, and hotspots. Adobe Captivate training doesn't require program experience to attend. You'll quickly discover its power and accessibility as you apply production best practices and techniques that significantly reduce your content development time.

### WHY YOU SHOULD ATTEND

- Receive expert guidance on building software simulations, demonstrations, and soft-skills e-learning projects to make your e-learning modules as interactive and engaging as possible.
- Learn to interact effectively with other software programs, including Microsoft Word and PowerPoint, to optimize your design.
- Receive a step-by-step workbook, created exclusively for ATD and available only to course attendees.

### CREDITS

1.4 CEUs awarded

14 APTD® Recertification Points

14 CPTD® Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Instructional Design, Technology Application

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 days

**Roles:** Learning Technologist, Instructional Designer

**Members Save \$300**

**REGISTER**

## Adult Learning Certificate

The foundational course for those who teach and develop lifelong learners.

Practices for successful adult learning differ greatly from those used for teaching children. By understanding the science behind how adults learn, as professional educators we can optimize our learning and development initiatives to better meet outcomes and drive behavior change. To put it simply, this course will change the way you work and increase your impact.

This comprehensive certificate program introduces key adult learning and cognitive science theories and demonstrates how instructional designers, facilitators, subject matter experts who train, and other practitioners can put them into practice to maximize learning impact. With this critical knowledge at your fingertips, you'll be able to use adult learning principles to inform all aspects of your education and training initiatives, from needs assessments to developing learning content to engaging and motivating participants in and outside of the classroom. You will explore how the adult brain works, including information processing, cognitive load, and communication theories and how these can be deployed in a learning setting.

### WHY YOU SHOULD ATTEND

- Gain a comprehensive understanding of applying adult learning and cognitive science theory to help you improve your talent development efforts.
- See adult learning principles in action through ATD expert facilitation and course design and activities.
- Apply your learning through case studies, reflections, peer collaboration, and a personalized project.

### CREDITS

1.4 CEUs awarded	14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI
14 APTD® Professional Development Hours or Recertification Points	
14 CPTD® Professional Development Hours or Recertification Points	14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Learning Sciences, Instructional Design, Training Delivery and Facilitation

 **Level:** Capable

 **Format:** Live Online, 14 hours

 **Roles:** Trainer/Facilitator, Professor/Educator, Instructional Designer, Training/Talent Development Coordinator, Talent Development Manager, Independent Consultant

**Members Save \$300**

**REGISTER**

## Articulate Rise Certificate

Develop engaging e-learning that interacts with all audiences and devices.

Talent development professionals rely on e-learning solutions to reach employees with fast-paced schedules on their own time. Articulate Rise 360 is a simple, flexible platform that makes it easy for any TD professional, regardless of technical ability, to create and publish e-learning content. The ATD Articulate Rise Certificate program gets you up to speed quickly on how to use the tool to author your content. Unlike other tutorials, ATD's certificate was developed and is facilitated by industry-leading e-learning experts in the TD field who understand your audience. During the course, you will learn how to use Articulate Rise through hands-on practice developing your own example course, incorporating text, images, video, audio, quizzes, and interactive activities. As you master each skill, you will get valuable tips and feedback from your facilitator and peers and discover best practices for managing your e-learning course, including duplicating content and lessons, managing settings, and publishing review and final versions. You will leave the program equipped to author e-learning program content right away. *Participants will need [access to Rise 360](#) for the program.*

### WHY YOU SHOULD ATTEND

- Develop beautiful, engaging e-learning experiences with text and images, audio and video, and interactions and quizzes.
- Fast-track your e-learning authoring skills by learning this industry-standard tool in less time than you would on your own.
- Leave equipped to build a complete course from start to finish using Articulate Rise's major features.

### CREDITS

0.7 CEU's awarded	7 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI
7 APTD® Recertification points	
7 CPTD® Recertification points	7 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Technology Application

 **Level:** Informed

 **Format:** Live Online, 7 hours; Face-to-Face, 1 day

 **Roles:** Independent Consultant, Instructional Designer, Training/Talent Development Coordinator, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

## Articulate Storyline Certificate

Create interactive, engaging e-learning simply and swiftly.

Discover how to use Articulate Storyline to create innovative, interactive e-learning programs. Whether you are brand new to the program or have experience, this hands-on Storyline 360 training prepares you to hit the ground running. While some software programs can be intimidating, this Storyline training certificate program will build your confidence from the start. Experience how easy, fun, and rewarding Storyline is to use.

### WHY YOU SHOULD ATTEND

- Learn how to integrate content simply and swiftly from other sources to customize e-learning modules and ensure interactive, engaging, and effective outcomes.
- Develop and leave with a complete 15-minute course that uses Storyline’s major features.
- Get the latest steps, tips, and tricks for using the tool.

### CREDITS

1.4 CEUs awarded

14 APTD® Recertification Points


14 CPTD® Recertification Points

14 HR General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).


### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Technology Application

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Learning Technologist, Instructional Designer

**Members Save \$300**

**REGISTER**

## Blended Learning Certificate

Go beyond traditional classroom learning.

Learn to incorporate a mix of delivery methodologies to reach your learners at their moment of need. This blended learning training program models the concepts taught in the workshop. You’ll begin with a pre-work assignment that you’ll continue working on throughout the course. Later, you’ll reconvene with your cohort in an online session following the classroom-based workshop. By adapting your own training program to a blended format as the course unfolds, you’ll enhance your ability to apply blended learning models on the job.

### WHY YOU SHOULD ATTEND

- Learn best practices for selecting and using the appropriate mix of innovative learning technologies to design effective blended solutions.
- Design a complete blended learning program using an ATD-exclusive process and templates.
- Anticipate and navigate the challenges associated with blended learning.

### CREDITS

1.5 CEUs awarded

15 APTD® Professional Development Hours or Recertification Points

15 CPTD® Professional Development Hours or Recertification Points

15 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

15 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Consulting and Business Partnering, Instructional Design

 **Level:** Capable

 **Format:** Live Online, 15 hours; Face-to-Face, 2 days

 **Roles:** Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**



*“I thought I was pretty good with Articulate; however, after taking the class with Diane Elkins, she was able to help me connect the dots. I am a freakin ‘SUPER HERO’ now. I am so happy, this will take my instructional designer skills to a whole other level.”*

**—KATHLEEN GAY, ARTICULATE STORYLINE CERTIFICATE**



## Change Management Certificate

**Become a change leader, facilitator, and communicator.**

Change is a key part of talent development (TD). Every learning initiative requires some level of organizational change regardless of whether it is a formal change project. But change isn't easy, and most change initiatives fail. The question is why? To understand change, you need to understand the people and organization that are affected. As TD professionals, we are accountable for training and nurturing our colleagues so that they can be their best selves at work. This is never more critical than during change.

The ATD Change Management Certificate explores the process of facilitating organizational change and introduces the ATD CHANGE model, a strategic and tactical tool to guide you through the process of leading and influencing change. The program starts with a deep dive into the science of change to understand why change can be hard on both people and organizations. We then move on to the principles and stages of the ATD CHANGE model, grounded in theory and best practices but designed specifically to meet the needs of the TD field. Using a case study and working with an expert facilitator and your peers, you'll have the chance to apply each stage of the model to a real-world, TD scenario. Armed with a step-by-step approach and plenty of supporting tools and resources, you will leave the program ready to become a change leader who is prepared to navigate the personal and organizational dynamics of change in today's work environment.

### WHY YOU SHOULD ATTEND

- Become a trusted resource ready to facilitate all stages of a change initiative in your organization.
- Drive meaningful organizational change using the latest change management and project management resources and tools to increase speed, efficiency, and overall success.
- Plan and prepare change projects by assessing change needs and organizational readiness, building a change team, and forming a change plan.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Change Management

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** HR/OD Professional, Instructional Designer, Talent Development Manager, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

### BESTSELLER

## Coaching Certificate

**Help others develop, take action, and reach their goals.**

Evidence shows that coaching for individuals, teams, and organizations is a powerful development tool that leads to positive change and results. Earning the ATD Coaching Certificate improves your ability to help the people you coach develop rapidly, produce better results, improve their ability to achieve goals, and take action.

During this program, you will come to better understand yourself in the role of coach, uncovering your biases, strengths, and areas of development, so that you may refine your coaching approach for increased impact. The focus of this course is on practice, allowing you to quickly incorporate theories, models, and processes into your coaching conversations while receiving real-time feedback from your peers and an expert facilitator. You will leave this program better equipped to help individuals succeed by leveraging their natural strengths.

### WHY YOU SHOULD ATTEND

- Practice core coaching competencies, skills, and strategies and hone your ability to apply them to coaching conversations.
- Refine your coaching approach by recognizing and evaluating factors that impact client engagements.
- Use the ATD Coaching Model to develop and maintain effective coaching plans with those whom you coach.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

17 Core Competency Units and 3 Resource Development Units toward International Coach Federation certification and recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:**

Coaching, Communication, Career and Leadership Development, Management Development, Talent Strategy and Management

 **Level:** Capable

 **Format:** Live Online, 21 hours; Face-to-Face, 3 days

 **Roles:** Coach, HR/OD Professional, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Consulting Skills Certificate

**Build your credibility as a trusted consultant.**

ATD's Consulting Skills Certificate provides you with a five-phase consulting model—rooted in a performance-based approach that prioritizes results over activities—that you can use to diagnose needs, establish goals, and achieve desired performance outcomes for your learning projects. The five phases of the process lay out a practical, step-by-step method for addressing a consulting project, beginning from initial contact through the final step of process improvement.

Together with an expert facilitator and a class of your peers, you will explore how to be successful as a consultant. Collaborating in small groups, you will follow a case study from start to finish, apply skills from each phase of the consulting model to practice consulting scenarios, solve problems, role-play meetings, try out checklists, and practice making decisions consultants make every day. You will leave the program prepared to establish strong client partnerships, overcome obstacles and resistance, and build your consulting credibility to influence decision making.

### WHY YOU SHOULD ATTEND

- Move from order taker to true business partner by applying an ATD-exclusive model, techniques, and tools to successfully consult with organizations to implement talent development projects.
- Maximize success strategies with internal and external clients, including working across organizational boundaries, providing feedback to senior leaders, and gaining buy-in.
- Evaluate your baseline consulting skills, and identify your developmental needs as a consultant.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Consulting and Business Partnering, Collaboration and Leadership, Future Readiness, My Career

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Independent Consultant, Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

## Creating Leadership Development Programs Certificate

**Develop your future superstars.**

Design and implement transformational leadership development programs that nurture high performers and prepare them to take on new roles within your organization. Take your leadership initiatives beyond individual training events and build the foundation for a holistic leadership development process that begins by laying the groundwork and partnering with senior executives.

The ATD LEADS model, an exclusive model based on industry-leading research and best practices, serves as the foundation for the course. Using the model as a guide, we will explore all the components necessary to build a successful program, from establishing organizational readiness and analyzing various assessment models to evaluating leadership competencies and behaviors and their relationship to your organization's workforce needs. Six case studies allow you to learn from other organizations that have implemented leadership development programs. This course addresses identifying candidates and designing developmental opportunities, including creating learning events. You will also learn how to sustain programs by demonstrating their impact on the bottom line.

### WHY YOU SHOULD ATTEND

- Discover the components of planning, designing, and sustaining best-in-class leadership development programs.
- Directly align leadership development programs to your organization's culture, goals, vision, and mission.
- Review the latest research and trends on leadership development and compare best practices against your organization's current approach.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Consulting and Business Partnering, Talent Strategy and Management, Career and Leadership Development, Management Development

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Chief Talent Development Officer (CTDO) or Chief Learning Officer (CLO), Talent Development Director/Executive, HR/OD Professional, Instructional Designer, Talent Development Manager

**Members Save \$300**

**REGISTER**

## DEI in Talent Development Certificate

**Foster and develop a diverse, equitable, and inclusive workforce.**

Fostering a diverse, equitable, and inclusive workforce and workplace involves awareness of and appreciation for different perspectives, backgrounds, customs, abilities, and behavior norms. Talent development professionals are in a unique position to ensure that every employee in their organization is respected and engaged and that their organization realizes the significant benefits of an inclusive approach.

Throughout this course, you will explore key themes and concepts encompassing many facets of diversity, equity, and inclusion (DEI) and discover the tools necessary to support DEI through your role as a talent development practitioner. In alignment with the Talent Development Capability Model™, you will examine your organizational impact from three unique perspectives—personal, professional, and organizational—and identify strategies to expand your mindset, practices, and influence.

### WHY YOU SHOULD ATTEND

- Feel empowered to develop and lead others in a diverse, inclusive, and equitable manner.
- Gain the knowledge, resources, and tools you or your team needs to integrate DEI into your talent development efforts.
- Optimize your talent, drive meaningful change, and strengthen your workforce and your workplace.

### CREDITS

2.1 CEUs awarded

21 APTD® Recertification Points

21 CPTD® Recertification Points


21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Cultural Awareness and Inclusion

 **Level:** Capable

 **Format:** Live Online, 21 hours; Face-to-Face, 3 days

 **Roles:** Talent Development Manager, Instructional Designer, Trainer/Facilitator, Independent Consultant, Talent Development Director/Executive

**Members Save \$300**

**REGISTER**

*“The curriculum is phenomenal, but the “truly transformational” comes from our facilitator. She cracked open my thinking around DEI in personal, professional, and organizational measurable change. I’m ready to be a change agent and grateful for this invaluable training.”*

**—BECKY NUSBAUM, DEI IN TALENT DEVELOPMENT CERTIFICATE**

## Designing Training Videos Certificate

**Design training videos that promote engagement, learning, and knowledge transfer.**

Talent development professionals are increasingly called on to create training video content that extends learning in the classroom and beyond. Yet, a lot of training videos are little more than recorded presentations that are both hard to follow and easy to forget. This unique program combines instructional design and media skills to equip you to design engaging, memorable training videos that promote learning. The focus of this program is on the content side of production. Drawing on both video psychology and learning theory, the course takes you through a step-by-step planning process for structuring learner-centered videos. As part of the experience, you will design and prepare a video for production and a rough cut for viewing. You will explore how video works as a modality—applying techniques to keep viewers’ attention, ensuring your message is quick and easy to understand, and finding ways to structure content so it’s easy to remember. You will learn visual storytelling skills and how to write video scripts. This program focuses on the design considerations for creating training videos. If you are interested in the actual creation and production of video, consider enrolling in the [Filming & Editing Training Videos Certificate](#). These two programs are complementary and, in combination, cover the complete video creation process.

### WHY YOU SHOULD ATTEND

- Add video design skills to your instructional design and facilitation toolkit.
- Design training videos that promote effective learning and maximize knowledge transfer.
- Apply techniques from film and television best practices to engage the viewer.
- Leverage video skills to reach dispersed audiences, scale communication, and show instead of tell important concepts in learning experiences.

### CREDITS

1.4 CEUs awarded

14 APTD® Recertification points

14 CPTD® Recertification points


14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Learning Sciences, Instructional Design

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Learning Technologist, Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**



**BESTSELLER**

## E-Learning Instructional Design Certificate

**Great e-learning starts with great instructional design.**

Self-paced e-learning can be deployed in a variety of ways—from full courses to performance support opportunities to blended learning experiences. Regardless of how you use e-learning, intentional and thoughtful instructional design is an essential element. Well-designed e-learning courses and modules engage learners and enable them to acquire and apply new knowledge and skills.

This course covers the entire instructional design process from start to finish and shows you how to apply that process to e-learning projects. Under the guidance of an experienced facilitator, you'll have the chance to focus on and practice critical e-learning course creation tasks.

### WHY YOU SHOULD ATTEND

- Explore ways to present, structure, and sequence e-learning content that is learner-centric, engaging, and impactful.
- Use design thinking and rapid prototyping to minimize rework and accelerate your e-learning project.
- Gain access to a collection of more than 20 templates and tools you can use immediately on the job.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



### DETAILS

**Recognition:** ATD Certificate of Completion, Digital Badge

**Capability Areas:** Instructional Design, Technology Application

**Level:** Capable

**Format:** Live Online, 21 hours; Face-to-Face, 3 days

**Roles:** Learning Technologist, Instructional Designer

**Members Save \$300**

**REGISTER**

## Evaluating Learning Impact Certificate

**Demonstrate the results of your talent development investments.**

Measure the success of any talent development program using a proven evaluation methodology that includes a five-level evaluation framework. This comprehensive and scalable methodology will provide you with a simple, practical process, guiding principles for standardization, and a sustainable implementation strategy.

Learn the basics of evaluation design, including how to select appropriate strategies and measurement tools, how to collect and analyze data to show the value of investments, and how to establish and communicate evidence to demonstrate the effectiveness of your learning, development, or human resource initiatives. This evidence may include measures of how participants reacted to, learned from, and applied what they learned and how such evidence impacts targeted organization business goals.

### WHY YOU SHOULD ATTEND

- Develop a solid foundation to measure the success of any talent development program or solution.
- Help your organization shift from activity-based to results-based talent development programs.
- Build a credible business case to stakeholders and leaders for learning investment, and, ideally, increased evaluation in your organization.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

**Recognition:** ATD Certificate of Completion, Digital Badge

**Capability Areas:** Data and Analytics, Evaluating Impact, Instructional Design

**Level:** Capable

**Format:** Live Online, 21 hours; Face-to-Face, 3 days

**Roles:** Instructional Designer, Talent Development Manager, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

CERTIFICATE COURSES

## Filming & Editing Training Videos Certificate

**Gain the confidence to shoot and edit your own training videos.**

This interactive program puts you in the role of videographer, empowering you to create quality media for your learning programs—on your own, quickly, and cost-effectively. The focus of this program is on video production, both filming and editing, using only a smartphone and freely available editing software. You will actively engage in creating professional quality film footage throughout this hands-on program—mastering how to balance quality and speed. Learn to frame and capture crisp footage, make it flow, and edit content into a polished training video that maximizes learner engagement. By using professional best practices and trusted techniques, your training videos will be clearer, smoother, and more refined. This program focuses on the process of creating and producing training videos. If you are interested in the design of training videos, consider enrolling in the [Designing Training Videos Certificate](#). These two programs are complementary and, in combination, cover the complete video creation process.

### WHY YOU SHOULD ATTEND

- Create professional-quality video assets to support your training and workplace learning initiatives.
- Gain practical video production skills that can be immediately applied to your own projects.
- Use proven techniques and an efficient process to film, review, and edit video footage.
- Save budget and time by eliminating the need to outsource video production.

### CREDITS

1.4 CEU's awarded

14 APTD® Recertification points

14 CPTD® Recertification points


14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](http://td.org/explore-courses).**

### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Learning Sciences, Technology Application

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Learning Technologist, Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

## Human Performance Improvement Certificate

**Enhance performance with a systematic and results-based approach, driven by business needs.**

Human performance improvement (HPI) is at the heart of talent development. As a results-based systematic process, HPI is used to identify, analyze, and address performance problems in the workplace and gives the TD professional a proven methodology to tackle performance gaps. This course provides you with an understanding of HPI and the powerful role it plays in the development of our workforces.

With this foundation in HPI, you can begin to take your TD work beyond learning and development projects to operate as a strategic partner with your organization to identify solutions that improve business outcomes (like reducing costs, saving time, and increasing customer satisfaction). Knowledge and skills gaps account for only a small portion of performance-related issues in the workplace. This program will help you identify other potential performance enablers, such as motivation, managerial support, technology, resources, organizational structure, and processes. Leaving these factors out of your solutions could mean you are minimizing your potential impact by creating programs that don't truly address the root of the problem.

### WHY YOU SHOULD ATTEND

- Take the first step to becoming a performance consultant by building a foundation in HPI principles.
- Discover a step-by-step, systematic process to determine performance gaps, and create solutions to address those gaps.
- Learn to better analyze organizational needs so that you can propose solutions that go beyond training as a one-size-fits-all approach.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](http://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Change Management, Talent Strategy and Management, Performance Improvement

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Independent Consultant, HR/OD Professional, Instructional Designer, Talent Development Manager, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

**BESTSELLER**

## Instructional Design Certificate

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

As an instructional designer, you have the power to change organizational results by designing learning experiences that give participants the knowledge and skills needed to perform their jobs well. To be an effective instructional designer, you need a structured, step-by-step design process that you can rely on to create outcome-based training.

In the Instructional Design Certificate course, you'll gain access to all the approaches, design models, and tools you need to create meaningful learning events. The program consists of 10 modules that address all aspects of the instructional design process in detail: assessing organizational needs, designing the learning experience, developing materials, and evaluating effectiveness—giving you a complete playbook for how to create training programs. As you go through the course, you'll practice each step of the design process—getting guidance and feedback along the way.

### WHY YOU SHOULD ATTEND

- Explore the breadth of the instructional design process from start to finish.
- Address common challenges such as engagement, motivation, and retention through good design.
- Gain access to a collection of more than 20 templates and tools you can use in your practice.

### CREDITS

2.1 CEUs awarded	21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI
21 APTD® Professional Development Hours or Recertification Points	21 PDCs toward SHRM-CP and SHRM-SCP recertification
21 CPTD® Professional Development Hours or Recertification Points	


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Instructional Design, Learning Sciences, Performance Improvement

 **Level:** Capable

 **Format:** Live Online, 21 hours; Face-to-Face, 3 days

 **Roles:** Instructional Designer

**Members Save \$300**

**REGISTER**

## Integrated Talent Management Certificate

Match your talent strategy to your organizational objectives.

Managing talent with a coherent strategy is an important responsibility for the talent development professional. In this hands-on talent management program, you will uncover the practices essential to achieving an integrated talent management approach—no matter your organization's size.

Learn practical methods for taking an integrated approach to developing a talent management strategy. Key areas of consideration include the employee life-cycle phases of workforce planning, talent acquisition, engagement and retention, succession planning, rewards and compensation, learning and development, and performance management.

Discover the blueprint you'll need to align your human capital processes with organizational strategy to ensure you have the right talent with the right skills ready to achieve your business goals.

### WHY YOU SHOULD ATTEND

- Build a road map for an integrated talent strategy that will prepare your organization for success today and in the future.
- Learn from the approaches of best-in-class organizations, your expert facilitator, and your colleagues in the course.
- Be empowered with the tools you need to facilitate the strategic development of talent to support organizational needs.

### CREDITS

1.4 CEUs awarded	14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI
14 APTD® Professional Development Hours or Recertification Points	14 PDCs toward SHRM-CP and SHRM-SCP recertification
14 CPTD® Professional Development Hours or Recertification Points	

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



*“This was a phenomenal program and I would recommend it from the perspective of any practitioner venturing into the industry of talent management.”*


—JESSICA THOMPSON,  
INTEGRATED TALENT MANAGEMENT CERTIFICATE

### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Organizational Development and Culture, Talent Strategy and Management

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Talent Development Director/Executive, HR/OD Professional, Instructional Designer, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Knowledge Management Certificate

**Leverage organizational know-how for maximum impact.**

Effective knowledge sharing throughout an organization enhances employee performance and promotes innovation. This knowledge management course is designed for learning professionals who have a major role in enabling access to critical knowledge and expertise in real time—wherever and whenever work gets done.

Knowledge management training introduces approaches that both include and transcend formal learning solutions. Emerging practices extend beyond curating repositories of content. They've grown to include fostering collaboration and access to experts. Learn more about facilitating the exchange of your organization's most important commodity—the knowledge of the people who make the difference between organizational success and failure.

### WHY YOU SHOULD ATTEND

- Learn to identify knowledge management opportunities and align them with your organization's business strategies.
- Build a more robust training and development toolkit to help you generate effective learning and performance solutions.
- Discover tips to select the right people and tools for implementing knowledge management in your organization.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**




### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Business Insight, Knowledge Management, Organization Development and Culture, Instructional Design, Managing the Learning Function, Talent Strategy and Management

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Talent Development Director/Executive, HR/OD Professional, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Learning Technologies Certificate

**Maximize your talent development initiatives with the right technology and tools.**

From learning management systems to virtual classroom platforms to e-learning tools, learning technologies big and small are essential for modern training initiatives. A learning technology ecosystem includes these platforms, tools, and more. We define the ecosystem as the various learning technologies and infrastructure used to execute an organization's talent and development strategy.

This course will give you the knowledge and tools to source and evaluate learning technologies as well as the knowledge and skills you need to conceptualize a holistic learning technology ecosystem. We'll explore e-learning and learning delivery software, data standards, user experience design, extended reality, artificial intelligence, and accessibility considerations. This program will provide you with access to ATD-exclusive templates and tools you can apply immediately to develop your own learning technology ecosystem architecture.

### WHY YOU SHOULD ATTEND

- Discover common practices and approaches for identifying, selecting, implementing, and maintaining learning technologies that will enhance your learning and talent strategies.
- Get techniques for assessing, defining, and articulating technology requirements.
- Learn how to configure and support a learning technology ecosystem that meets your organization's needs along with its talent development goals.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Technology Application

 **Level:** Capable

 **Format:** Live Online, 14 hours

 **Roles:** Learning Technologist, Instructional Designer, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Managing Learning Programs Certificate

**Boost your acumen as a manager of the learning function.**

This three-day learning management program provides critical tools for developing the learning function (its people and programs). Discover how to have a meaningful impact on the overall strategy of your organization. Access self-assessments, small group case study discussions, best-practice reviews, and feedback on specific challenges. You'll also have access to rich content on the core disciplines of managing the talent development function.

This comprehensive certificate course will prepare you to provide leadership in developing your organization's people to execute organizational strategy. It is aligned with the managing learning programs area of expertise in the Talent Development Capability Model™, which serves as the foundation for the ATD Certification Institute's APTD® and CPTD® certifications.

### WHY YOU SHOULD ATTEND

- Get empowered to partner with business leaders and advocate for learning as a catalyst for performance improvement.
- Develop a long-range road map for learning initiatives to implement the vision, understand what drives business, and show how talent development can best add value.
- Run talent development like a business. Convert strategies into real-world action plans, develop budgets, and understand staffing and resource deployment.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**



### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Communication, Consulting and Business Partnering, Emotional Intelligence and Decision-Making, Organization Development and Culture, Managing the Learning Function, Talent Strategy and Management

**Level:** Capable

**Format:** Live Online, 21 hours; Face-to-Face, 3 days

**Roles:** HR/OD Professional, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Measuring Return on Investment Certificate

**Connect your learning investment to the business bottom line.**

Show the value of talent development initiatives using the measures that matter to your leaders and executives. To remain relevant, you must know how to answer two questions before they are asked. First, how do you know the impact you are claiming is due to your initiative and not something else? Second, how do you know the initiative was a good investment of resources? This course will show you how to answer both questions using the language and measures leaders expect and respect. Beyond addressing just training programs, you'll learn to answer these questions for talent development, organization development, human resources, technology, change, or quality solutions.

During this certificate program, you will learn to demonstrate and communicate with credibility the impact and ROI of your initiatives using the globally recognized ROI Methodology, developed by the ROI Institute, Inc. The ROI Methodology offers a comprehensive, systematic approach to demonstrating value for money invested in all programs, projects, and initiatives. Learn and practice techniques to isolate the direct effects of your programs to improve business measures, convert impact measures to money, identify important intangibles, and calculate ROI. Uncover how to use this data to communicate the need for and make better decisions about talent development investments to improve organization performance. As a participant of this course, you will get a free e-book, *ROI Basics, 2nd Edition*.

### WHY YOU SHOULD ATTEND

- Be able to apply the ROI Methodology end-to-end back on the job to measure the impact of your talent and organization development solutions.
- Link your talent development program objectives to business results to gain visibility, credibility, and future investment from senior leadership.
- Work through a complete evaluation plan in the course for one of your own programs, with guidance from expert facilitators who are true evaluation practitioners.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### DETAILS

**Recognition:** ATD Certificate of Completion, Digital Badge

**Capability Areas:** Data and Analytics, Organization Development and Culture, Instructional Design, Evaluating Impact

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 Days

**Roles:** HR/OD Professional, Talent Development Manager

**Members Save \$300**

**REGISTER**

## Microlearning Certificate

Use bite-sized learning for employee development.

In today's VUCA (volatile, uncertain, complex, and ambiguous) world, your workforce needs to develop new knowledge and skills at a rapid pace. In this highly practical course, you'll get access to ATD's MILE model for microlearning and leave ready to design and develop a practical and effective microlearning program.

The MILE model gives you a road map to create a program structure, gather resources using the three Cs (curate, create, and crowdsource), and implement, promote, and evaluate your programs. You'll review case studies with an eye toward identifying design ideas that you can incorporate into your own programs. Additionally, you'll learn what to do once you have implemented microlearning—including how to measure for effectiveness and keep your program content current.

### WHY YOU SHOULD ATTEND

- Quickly and efficiently create learning content that expedites a learner's mastery of specific skills and enables you to meet both stakeholder and client needs.
- Use the MILE model to develop bite-sized learning programs that your employees will not only want to use, but also share with others.
- Determine the best way to assess learning and measure the organizational impact of your program so you can continuously improve.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Knowledge Management, Instructional Design, Technology Application

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 days

**Roles:** Instructional Designer, Trainer/Facilitator, Learning Technologist

Members Save \$300

REGISTER

## Needs Assessment Certificate

Identify individual and organizational performance needs before developing effective solutions.

Racing to create course materials and roll out initiatives without upfront analysis of what drives the need or knowing how to ensure results is shortsighted. In this highly practical course, you will learn a systematic approach for conducting your own training needs assessment of individual and organizational performance that prompts requests for learning and development solutions.

Learn to use an ATD-exclusive needs assessment process to identify individual or organizational needs prior to developing learning strategies. As a result, the effectiveness of the programs you develop will increase.

### WHY YOU SHOULD ATTEND

- Learn to stop operating in order-taker mode and relying solely on your stakeholder's learning solution inputs.
- Align learning solutions with business outcomes to maximize impact, increase your professional competence, and ensure you are a valued partner to your organization.
- Gain access to data collection tools and methods you can use immediately on the job to assess business and performance needs.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



*“Personally, I came here with a set of goals. But I’m leaving with a mission...a purpose. I am deeply appreciative to have had the opportunity to participate in this program.”*

—GEORGIA INNIS, NEEDS ASSESSMENT CERTIFICATE

### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Consulting and Business Partnering, Organization Development and Culture, Instructional Design, Evaluating Impact

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 days

**Roles:** HR/OD Professional, Instructional Designer

Members Save \$300

REGISTER

## New Employee Onboarding Certificate

Develop for high performance from the start with successful new employee onboarding.

In this program, you'll learn everything you need to create effective onboarding programs that build engagement with your new hires even before their first day. Using ATD's 5R model of employee onboarding, you'll learn to successfully navigate the review, recruitment, role clarity, relationship building, and results phases of onboarding.

### WHY YOU SHOULD ATTEND

- Learn how to develop an onboarding program, from business case to implementation, at your organization.
- Refresh the content of an existing onboarding program.
- Improve employee engagement by providing tools for successful new hire integration.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points


14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).





### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Training Delivery and Facilitation, Collaboration and Leadership

 **Level:** Capable

 **Format:** Face-to-Face, 2 days

 **Roles:** HR/OD Professional, Instructional Designer

**Members Save \$300**

**REGISTER**

## Project Management Certificate

Run your learning projects efficiently and with greater impact.

If you work in talent development, you are more than likely running projects all day every day. These projects may include creating or updating training programs, partnering with your IT department to implement a new technology platform or tool, such as a virtual learning platform or a learning management system (LMS), or overseeing an organization-wide learning initiative, such as a leadership development program. As talent development continues to grow and change to meet learner needs, having a systematic project management approach enables you to successfully oversee projects with increasing complexity and greater impact.

Regardless of the type, every learning project needs a strong project manager who is skilled in developing and managing timelines and budgets, setting priorities, minimizing risks, and gathering stakeholder input. The benefit of this certificate program is that it introduces you to core project management skills and shows you how to apply those skills specifically to a TD environment through examples and hands-on activities. As a result, you'll be able to manage learning projects more efficiently through systematic, repeatable, and adaptable processes tailored to our field. Whether you work within a talent development department or organization or as an independent consultant, becoming a skilled and capable project manager makes you a valuable asset to the team you support.

### WHY YOU SHOULD ATTEND

- Learn established project management approaches and how you can apply them to a TD context.
- Become a skilled project manager who can take on and manage any learning project with ease.
- Practice project management tasks throughout the program and get proven techniques to stay ahead of and quickly resolve issues when managing projects.

### CREDITS

1.4 CEUs awarded

14 APTD® Recertification Points

14 CPTD® Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification


See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Project Management

 **Level:** Capable

 **Format:** Live Online, 14 hours; Face-to-Face, 2 days

 **Roles:** Talent Development Manager, Trainer/Facilitator, Instructional Designer, Independent Consultant

**Members Save \$300**

**REGISTER**

## Test Design and Delivery Certificate

Develop reliable tests for training, certification, and management decision making.

Learning professionals use tests for a variety of reasons, yet the guidelines and best practices for developing reliable and valid tests are not widely known. This program, offered in partnership with ACT Inc., provides a comprehensive approach to ensuring your tests measure what they claim to measure, both consistently and reliably.

Through examples and application exercises, learn the entire test development and delivery process, including planning the test, creating test items, creating the test form, delivering the test, and evaluating the test. Ample time will be dedicated to item-writing so you can gain experience generating well-crafted test items. Learn from facilitators who are real-world consultants whose professional focus is to help organizations improve their testing practices.

### WHY YOU SHOULD ATTEND

- Gain a systematic approach for developing and administering tests that will meet your organization's needs and follow professional standards.
- Develop tests that do not put your organization in legal jeopardy.
- Become knowledgeable in testing best practices to increase your credibility within your organization.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Performance Improvement, Instructional Design, Evaluating Impact, Training Delivery and Facilitation

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 days

**Roles:** Instructional Designer, Talent Development Manager, Trainer/Facilitator

Members Save \$300

REGISTER

### BESTSELLER

## Training and Facilitation Certificate

Experience the premier train-the-trainer course.

This training certificate course covers the entire end-to-end training cycle, including planning and preparing a training event, managing the learning environment and engaging participants in the classroom, and following up post-event to continue to support learning. We'll cover the science behind learning, and why and how learner needs and preferences, training techniques, classroom environment, and well-structured materials all affect learning outcomes. At the end of the course, you will have the opportunity to demonstrate your techniques in a skills training practice where you will receive feedback and guidance from peers and an ATD expert facilitator.

### WHY YOU SHOULD ATTEND

- Get an overview of all phases of the training cycle from the planning phase through the evaluation phase.
- Leave with the knowledge and skills to become a participant-focused facilitator in any environment, from large-scale training events to meetings and presentations.
- Learn from an expert trainer and facilitator, who will demonstrate best practices in the classroom and receive personalized, actionable feedback.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).



*“I would like to one day manage my own training program. This course gave me all of the pertinent info to design the course and maximize my impact in the classroom to start on that career path.”*

—JARED NOLAN, TRAINING & FACILITATION CERTIFICATE

### DETAILS

**Recognition:** ATD Certificate of Completion, Digital Badge

**Capability Areas:** Training Delivery and Facilitation, Performance Improvement

**Level:** Capable

**Format:** Live Online, 21 hours; Face-to-Face, 3 days

**Roles:** Trainer/Facilitator

Members Save \$300

REGISTER



## Training Design and Delivery Certificate

**Design accurately. Deliver flawlessly. Transform mindsets.**

Are you ready to advance your career as a talent development professional? Get started with this fast-paced training design boot camp that will build your foundational skills in both instructional design and training and facilitation, all in one program.

The course kicks off with an overview of the ADDIE model for instructional design and then walks you through each phase of the design process. During the first half of the course, you will learn how to apply the model's tools and principles using a human performance improvement approach.

The second half of the program introduces the training cycle. You will learn best practices and the latest techniques for each step of the cycle and have an opportunity to practice your facilitation skills and receive feedback.

### WHY YOU SHOULD ATTEND

- Learn adult learning theory basics and instructional design methodology and build a foundation for conducting a needs assessment, developing learning objectives, and evaluating the impact of your training initiatives.
- Learn and apply effective training techniques for managing participants, engaging a variety of learning styles, creating an effective positive learning environment, and managing classroom challenges.
- Develop engaging, learner-centered training solutions and create participant guides, facilitator guides, and supporting materials using templates provided in the workshop.

### CREDITS

3.5 CEUs awarded

35 APTD® Professional Development Hours or Recertification Points


35 CPTD® Professional Development Hours or Recertification Points


35 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

35 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion

 **Capability Areas:** Learning Sciences, Training Delivery and Facilitation, Instructional Design, Evaluating Impact

 **Level:** Capable

 **Format:** Live Online, 35 hours; Face-to-Face, 5 days

 **Roles:** Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

## Virtual Instructional Design Certificate

**Design engaging training for the virtual classroom.**

Intentional and thoughtful instructional design is necessary for successful virtual learning events. Well-designed virtual experiences (specifically, instructor-led synchronous experiences), supported by well-designed materials, keep learners motivated and engaged throughout the learning experience.

An effective instructional design process follows a system of assessing needs, designing a process, developing materials, and evaluating effectiveness. Creating programs for a virtual platform is no different. Core instructional design fundamentals require analysis and selection of the most appropriate strategies, methodologies, and technologies to maximize the learning experience and knowledge transfer—whether you are converting a face-to-face classroom course or designing for a virtual delivery from the beginning.

### WHY YOU SHOULD ATTEND

- Cover actionable best practices for virtual instructional design and gain access to a collection of more than 20 tools and templates you can use in your own practice.
- Apply your new knowledge and skills on an authentic learning project for virtual instruction, and receive feedback from an ATD expert facilitator.
- Create a personal action plan to hold yourself accountable for applying what you have learned.

### CREDITS

2.1 CEUs awarded

21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification


**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**


### DETAILS

 **Recognition:** ATD Certificate of Completion, Digital Badge

 **Capability Areas:** Instructional Design

 **Level:** Capable

 **Format:** Live Online, 21 hours

 **Roles:** Instructional Designer, Trainer/Facilitator, Professor/Educator

**Members Save \$300**

**REGISTER**

**BESTSELLER**

## Virtual Training and Facilitation Certificate

**Deliver meaningful training in the virtual classroom.**

Training and facilitating in the virtual classroom requires planning and preparation if facilitators are to motivate and engage learners. A successful learner-focused event goes beyond an informational webinar and requires a facilitator to understand the learners' needs and create a welcoming and inclusive virtual space.

Learn how to select learning methods and facilitate activities in a virtual environment that will keep learners engaged throughout the event and prepare them to apply what they have learned on the job. Explore techniques for building rapport and connecting with learners in the virtual environment.

### WHY YOU SHOULD ATTEND

- Explore learning methods and engagement strategies for use in the virtual classroom and gain access to ATD-exclusive tools and templates to use in your own practice.
- Demonstrate your new skills, and receive feedback from an ATD expert facilitator.
- Create a personal action plan to hold yourself accountable for applying what you have learned.

### CREDITS

2.1 CEUs awarded

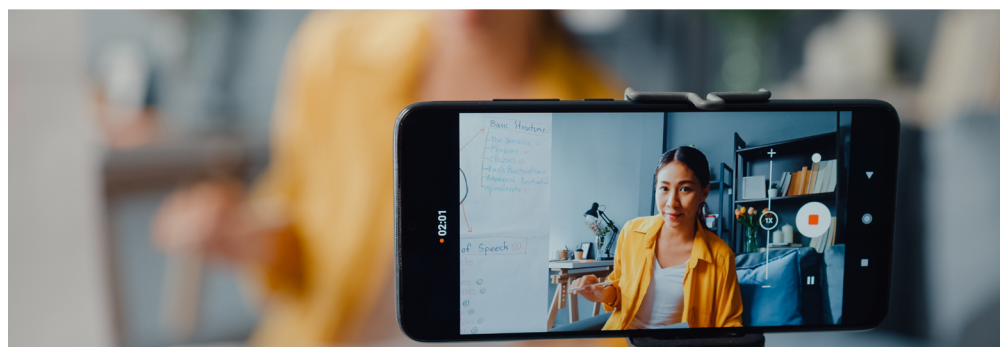
21 APTD® Professional Development Hours or Recertification Points

21 CPTD® Professional Development Hours or Recertification Points

21 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

21 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**



### DETAILS

**Recognition:** ATD Certificate of Completion, Digital Badge

**Capability Areas:** Training Delivery and Facilitation

**Level:** Capable

**Format:** Live Online, 21 hours

**Roles:** Instructional Designer, Trainer/Facilitator, Professor/Educator

**Members Save \$300**

**REGISTER**

## Writing for Instructional Design and Training Certificate

**Improve the quality of your learning programs through clear, engaging writing.**

Like most instructional designers and developers, you probably spend about 80 percent of your working hours writing, so it's important that your writing is persuasive to gain buy-in from stakeholders, crystal clear to ensure understanding, and engaging to aid learning transfer. This writing style is an art, and having these skills can give you a competitive advantage as your career grows.

Discover how to use rhetorical writing techniques to articulate desired training outcomes when you earn this instructional design writing certificate. Learn through hands-on practice how to write to clarify, simplify, illuminate, and explain. Find out how to use tone, point of view, and personality to keep your audience actively engaged.

### WHY YOU SHOULD ATTEND

- Develop effective writing techniques so you produce content faster and improve your learning programs.
- Learn to tailor your writing to the appropriate modality, format, and audience.
- Master editing to clarify your message and reduce cognitive load.

### CREDITS

1.4 CEUs awarded

14 APTD® Professional Development Hours or Recertification Points

14 CPTD® Professional Development Hours or Recertification Points

14 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI

14 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### DETAILS

**Recognition:** ATD Certificate of Completion

**Capability Areas:** Communication, Instructional Design

**Level:** Capable

**Format:** Live Online, 14 hours; Face-to-Face, 2 days

**Roles:** Instructional Designer, Trainer/Facilitator

**Members Save \$300**

**REGISTER**

CERTIFICATE COURSES

## AI for Instructional Design Workshop

**Harness the power of generative AI to efficiently design and develop impactful learning experiences.**

Unlock the power of artificial intelligence (AI) to revolutionize your instructional design and content development process in this hands-on experience. In this interactive workshop, you'll explore the fundamentals of AI and discover its game-changing potential for instructional design. You'll dive into real-world use cases, practice the art of communicating with AI, and leverage AI tools to streamline content creation. You'll also learn how to harness AI for designing inclusive and equitable learning experiences while navigating the ethical considerations of responsible AI usage. The workshop culminates in a live showcase where you'll share your AI-powered work products with your peers, showcasing your new skills and innovative approaches.

**ATD Education Workshops are social learning events rooted in discovery and playful practice. Don't miss this opportunity to future-proof your instructional design career and stay ahead of the curve in the rapidly evolving world of AI-driven talent development.**

### CREDITS:





0.7 CEUs awarded  
7 APTD® Recertification points  
7 CPTD® Recertification points

7 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI  
7 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**



### DETAILS

-  **Capability Areas:**  
Instructional Design, Technology
-  **Level:** Informed
-  **Format:** Live Online
-  **Roles:**  
Instructional Designer, Trainer/Facilitator

**Members Save \$250**

**REGISTER**

## AI for Talent Development Workshop

**Discover the power of AI through playful practice.**

Discover the transformative potential of artificial intelligence (AI) in talent development with our immersive AI in Talent Development Workshop. This innovative workshop is designed to equip HR professionals, talent managers, and talent development leaders with the knowledge and skills to leverage AI for driving employee growth and organizational success. Through a blend of expert instruction and playful practice you'll explore real-world use cases, from AI-powered talent acquisition to data-driven coaching and decision-making. You'll master the art of prompt engineering, learn to effectively manage AI vendors, and gain insights into measuring the impact of AI systems on talent development outcomes. The course also delves into the critical ethical and legal considerations surrounding AI implementation, ensuring you can navigate the complexities of responsible AI usage. The program culminates in an exciting showcase where you'll present your ideas for AI-driven talent development projects, demonstrating your ability to plan transformational employee experiences that drive business results.

**ATD Education Workshops are social learning events rooted in discovery and playful practice. Join us and take your talent development strategies to the next level.**





### CREDITS:

0.7 CEU's awarded  
7 APTD® Recertification points  
7 CPTD® Recertification points

7 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI  
7 PDCs toward SHRM-CP and SHRM-SCP recertification

**See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).**

### DETAILS

-  **Capability Areas:**  
Technology Application
-  **Level:** Informed
-  **Format:** Live Online
-  **Roles:**  
Talent Development Manager, Training/Talent Development Coordinator

**Members Save \$250**

**REGISTER**

## Teacher to Instructional Designer Workshop

Gain the confidence to transition from the K-12 classroom to talent development.

Leverage your knowledge and experience from the K-12 classroom to transition seamlessly into an instructional designer, or similar job, in the talent development field. This workshop is an introduction to the instructional design role and provides career planning with practical steps to make the career shift. During the workshop, you will gain a clear understanding of what an instructional designer does by reviewing key design frameworks, models, and techniques for developing content specifically aimed at adult learners and discover how this role connects with others in the field. You will learn how your current skills map to this new position and what skills you need to be successful. At the end of the workshop, you will create a strong resume, build your personal brand and social media presence, and receive valuable networking tips so you can begin applying for jobs.

**ATD Education Workshops are social learning events rooted in discovery and playful practice. Transition from teacher to instructional designer and learn to create impactful learning experiences in new settings.**


### CREDITS:

0.7 CEUs awarded  
7 APTD® Recertification points  
7 CPTD® Recertification points

7 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI  
7 PDCs toward SHRM-CP and SHRM-SCP recertification

See this and all ATD courses at [td.org/explore-courses](https://td.org/explore-courses).

### DETAILS

 **Capability**  
Areas: Lifelong Learning

 **Level:** Informed

 **Format:** Live Online

 **Roles:**  
Professor/  
Educator

Members Save \$250

REGISTER

## Writing for Inclusivity and Accessibility Workshop

Transform your writing to engage, include, and empower.

Whether you're crafting learning materials, job descriptions, or internal communications, your writing needs to resonate with diverse audiences. Discover practical strategies to spot and eliminate unconscious bias in your content, leverage inclusive language, and harness online tools to ensure your writing and materials are accessible to all. In this hands-on workshop, you will practice inclusive writing techniques and receive feedback from your facilitator and peers. Leave this workshop with a personalized inclusive writing action plan you can carry forward into your day-to-day work, ready-to-use guidelines, and technical resources to maximize your impact and reach.

**ATD Education Workshops are social learning events rooted in discovery and playful practice. Join us to explore how to create inclusive and accessible learning experiences for all learners.**

### CREDITS:


0.7 CEUs awarded  
7 APTD® Recertification points  
7 CPTD® Recertification points

7 General recertification credit hours toward PHR, SPHR, and GPHR recertification through HRCI  
7 PDCs toward SHRM-CP and SHRM-SCP recertification

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### DETAILS

 **Capability**  
Areas: Lifelong Learning

 **Level:** Informed

 **Format:** Live Online

 **Roles:**  
Talent Development Director/Executive, Instructional Designer

Members Save \$250

REGISTER

## Our Facilitators

ATD Education works with more than 100 of the world's best facilitators to deliver our talent development programs. They are practitioners with at least 10 years of experience in their content areas, and draw on their professional accomplishments to deliver personalized, valuable learning experiences. You'll find that many of our facilitators are published authors or speakers in their fields of expertise, and they come from a wide range of industries and sectors. They frequently serve as instructional designers, managers, coaches, human performance improvement professionals, and consultants.

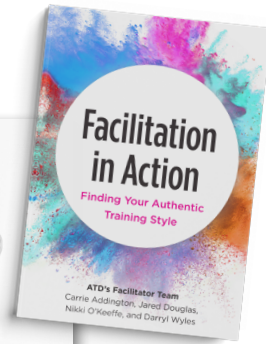
## Co-Authors of ATD's Facilitation in Action



Carrie Addington



Jared Douglas



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Darryl Wyles

## Meet Some of Our Facilitators



Tonya Wilson



Bahaa Hussein, CPTD®



Kiran Mohan



Elaine Biech



Koko Nakahara, CPTD®



Patti Phillips, PhD, CPTD®



Jonathan Halls

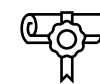


Rita Bailey

## Advance Skills and Grow as a Team



ATD has set standards and best practices for the training field for 80 years. We know what good looks like, and we can help ensure that your L&D team has access to the resources and experiences that will grow their knowledge and skills and increase the impact of their work in your organization.



**Best-in-class training programs**



**Enterprise Skills Gap Assessment**



**Team certification**



**Team conferences**



**Enterprise membership**



**Senior leader peer networking**

Contact [enterprise@td.org](mailto:enterprise@td.org) or visit [td.org/team-training](https://td.org/team-training).



# Take a Course in Person Near You!

**Content. Community.  
Collaboration.**



Learning happens everywhere, all the time. Yet something special happens when we come together and learn face-to-face. Led by our world-renowned facilitators, in-person learning is offered across the country and around the globe. In-person courses include:

- Training and Facilitation Certificate
- Instructional Design Certificate
- ATD Master Trainer® Program
- Coaching Certificate
- Change Management Certificate
- Consulting Skills Certificate
- And more!

Join us in the new ATD learning center at our headquarters, just outside Washington, DC, and in these select cities for our most popular certificate programs:

Alexandria, Virginia

Atlanta, Georgia

Chicago, Illinois

Dallas, Texas

New Orleans, Louisiana

New York, New York

Phoenix, Arizona

San Francisco, California

Visit [td.org/in-person-learning](https://td.org/in-person-learning) to explore our upcoming schedule of face-to-face courses.