

MENTARCISE



# CLDP DIPLOMA



Certified Learning  
& Development Professional

PEOPLE  
EMPOWERING  
PEOPLE

# Aim of the Diploma

This Certification program aims to equip attendees with comprehensive knowledge, skills & expertise needed for L&D (Learning and Development) Professionals. It provides you with a broader perspective about talent development, corporate training and learning strategies. It's ideal for potential calibers who have roles in the L&D field, corporate trainers, and L&D freelancers.



## Objectives of the L&D Diploma (CLDP™):

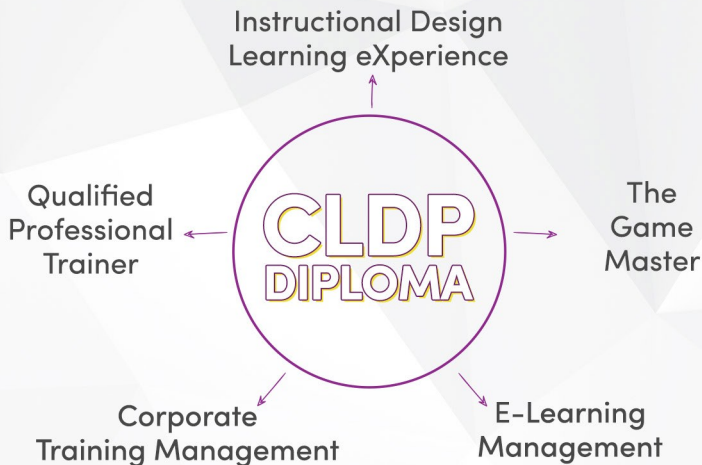
- Learn how to create an individual training plan and developmental calendar.
- Gain an in-depth understanding of training & development.
- Deliver impactful presentations with learning objectives.
- Understand how to measure the impact of training on individuals & organizations.
- Design an engaging learning and development solutions.
- Acquire hands-on industry project experience.
- Create engaging digital learning content and systems for delivering learning.

# About the L&D Diploma (CLDP™)

- ✓ This Certification consists of 5 programs (160 Credit hours).
- ✓ Attendees can choose to take courses individually or take all 5 courses to achieve the L&D Diploma.
- ✓ If you have already completed one or more courses (or it's equivalent) before with the same standards, It will be transferred to your CLDP™ certificate. Please consult your program advisor for 'transferable credit' standards.
- ✓ Each course has a specific set of degree requirements to receive course completion certificate.
- ✓ Each course produces a degree report, in which is reflected to your collective CLDP™ transcript.
- ✓ Earning your CLDP™ certificate is only achievable through obtaining the passing marks.



# Learning Journey



# F1.QPT (Qualified Professional Trainer)



## Overview:

Ever wondered why training is becoming exquisitely sought after? According to the Association for Talent Development (ATD), companies that offer comprehensive training programs have 218% higher income per employee than companies without formalized training, and also enjoy a 24% higher profit margin than those who spend less on training.

Unlike Public Speaking, the training profession involves more interaction with learners, customizing delivery according to the different learning styles, and creating a Positive Learning Environment.

Through the QPT (Qualified Professional Trainer) Program, a modified custom-made version of the regular TOT (Training of Trainers) Program, you will gain a practical overview of the training profession, with its subsidiary skills for instruction, facilitation, public

## Objectives:

Upon successfully finishing this professional training program, participants will be able to:

- Differentiate between the different roles: trainer, facilitator, coach & instructor
- Utilize training skills and techniques to positively influence audience and transfer knowledge skillfully
- Create a Positive Learning Experience through training
- Deploy technology in training delivery and learning follow-up (e.g. Gamification, Game-based Learning, E-classrooms, etc.)

## F2.IDLX (Instructional Design Learning eXperience)



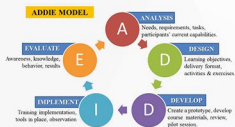
### Terminal Objective

Using training manual as a guide; IDLX Participant should be able to implement instructional design methodologies to develop a training material by himself

### Enabling Objectives

By the end of this course participants should be able to:

- Describe different phases of ADDIE model



- Select and use data collection techniques as part of the training needs assessment process
- Demonstrate how to structure instructional events that address psychological learning processes
- Apply the ROPES phases of instruction to construct effective learning events
- Write complete learning objectives based on observable actions or behaviors
- Select learning methods and media to support the attainment of learning objectives
- Create participant guides, facilitator guides, and supporting materials
- Differentiate between different levels of measuring training efficiency



### Outlines

During the course period we will discuss the following topics:

- Conducting Training Needs analysis to assess learning gaps
- Using data collection tools like interviews, focus groups and surveys to collect data
- Writing precise learning objectives
- Selecting the right learning method and media to match learning objectives and participants' preferences
- Developing Course and Lesson outlines
- Developing The Design
- Document/Design Map
- Developing Lesson Plans
- Developing Participant Guide
- Developing Facilitator Guides
- Developing Practice Exercises
- Developing Valid Tests and quizzes
- Developing Professional powerPoint presentations
- Conducting Formative and summative evaluations
- Evaluating the efficiency of the training program
- Isolating training impact to calculate training return on investment (ROI)



## F3.The Game Master



### Terminal Objective:

By the end of this learning experience, participants will master the art of crafting captivating and effective game-based learning, from pre-design to strategic deployment, ensuring optimal engagement and an impactful learning experience.

### Enabling Objectives:

- 1- Articulate the essential components of the pre-design phase in the development of game-based learning.
- 2- Design a well-structured game-based learning experience by integrating interactive elements that enhance learner engagement.
- 3- Create a game prototype and employ iterative pilot testing methodologies to assess and refine the gaming experience.
- 4- Develop a comprehensive game kit that includes instructional materials, resources, and guidelines for seamless integration into the learning environment.
- 5- Execute a strategic deployment plan for the game, ensuring optimal engagement and learning outcomes are achieved.

# E1. Corporate Training Management



## Overview:

This program qualifies you to manage your training department at ease with the most professional methods.

## Outlines:

- L&D Manager roles and responsibilities.
- How to deal with SMEs.
- Communicate efficiently with different stakeholders.
- Select and manage training providers.
- Understand your corporate L&D unit's current situation.
- Benefits of different learning methods.
- Readiness for the E-Learning era.
- Select your LMS.
- Training budget.
- Set a training plan.



# E2.E-Learning Management



## Overview:

In this training program, you will learn how to use the eLDM to manage training programs with optimal productivity and minimal hassle effectively.

## Outlines:

- Data collection.
- Communicate with stakeholders.
- Validate your needs.
- The proposal.
- The project plan.
- Expectations & Impact.
- Kick-off meeting with stakeholders.
- The content resourcing.

## Outlines:

- The content writing.
- The design strategy.
- The storyboards.
- Tool selection.
- The assets.
- Quality Assurance (QA).
- User Acceptance Test (UAT).
- Implementation Phase.



## Why Consider CLDP™ ?

- This comprehensive certification means that you acquire the highest standards of the L&D industry.
- All programs are delivered by world-class industry experts with no-less than 10 years of experience in their fields.
- Upon completion of this diploma, recommendations will be put to top-performers.
- Work and training opportunities will be open with local companies and regional training providers.

## Meet the Trainers



Ahmed Gheita



Lina Eissa



Mourad Abbas



Moataz Moamen

# Certificate Sample

MENTARCISE



## Diploma Certificate

THIS CERTIFICATE IS PROUDLY PRESENTED TO

*Name Here*

Has completed 160 CPD accredited training hours and met all  
the requirements of

Certified Learning and Development Professional<sup>®</sup>

JAN 2028 - FEB 2029

Eslem Sayed  
Managing Director



M.Moamen El Magedy  
President

CLDP0123

**CPD**  
**CERTIFIED**  
The CPD Certification  
Service

# Transcript Sample



## Learning & Development Diploma CLDP® Official Transcript



**Student Name:** Name Here

Program Name	Credit	Grade
IDLX	25	-
QPT	65	-
CTM	15	-
The Game Master	40	-
ELM	15	-

**Overall Grade:** -

**Conferred on:** Feb 2029

Ahmed Gheita  
Chief Learning Officer

M. Moamen El Magedy  
President



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