



CMT

CERTIFIED MASTER TRAINER

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New blended learning experience

Powered by





It's time to understand how to shine in your career as a master trainer, to connect easily with your audience and engage with their day-to-day work activities, sharing with them your best practices to inspire them becoming their best in life and career.

If you think this is the next step in your career, then you need to join us.

Yasir Bitar

IAPPD CEO

CERTIFIED MASTER TRAINER

Welcome to the International Association for People and performance Development

The International Association for People & Performance Development was founded in 2010 to represent the single largest body of knowledge in the field of Performance Management, based on two pillars: Academic Desk Research and a vast Database of information on performance management behaviors, derived from an international study of the impact of the practice of performance management.

IAPPD is active in more than 40 countries, through its 140 IPO's (International Partner Organizations) in 5 continents, with more than 4000 certified professionals globally.

Thank you for your trust



CODE OF ETHICS

This Code of Ethics sets the acceptable professional standards of good practice members of IAPPD, The IAPPD exists to help its members succeed in making good judgments routinely. Sometimes doing the right things is not clear to all.

Members of IAPPD are agreed by acceptance and signing up the Code of Ethics to:

Confidentiality: We will keep client information confidential and will not use them for personal purposes or allow others to do so.

Servicing Clients: We will serve our clients with integrity, competence and objectivity.

Conflict of Interest: We will not allow any conflict of interest that would provide a competitive advantage to a client through our use of confidential information from another client who is a direct competitor without that competitor's permission.

Qualifications: We will not engage in any assignment unless we are qualified to perform it based upon our experience and competence.

Contacts: We will make sure that the objectives, scope of work, work plan, the professional fees and payment arrangements have all been agreed upon with the client in writing before commencing the execution of any assignment.

Expectations: Based upon our honesty and objectivity, we will refrain from encouraging unrealistic expectations or guarantee specific results to clients that might arise from our services.

Quality: We will conduct any assignment with professionalism and high quality commensurate with specialization, experience, expertise and gained knowledge.

Documentation: We will document all reports submitted to clients, to maintain continuity of understanding of their problems and the solution that has been designed for them in order to refer to them when needed.

Commitment: We will commit ourselves to the agreed-upon scope of work and condition.

Signature:

Date Signed:

CONFIRMING INTEREST AND COMMITMENT FOR THE **CMT PROGRAM BY IAPPD**

I ; hereby declare that:

a) I have read, understood and hereby accept to participate in the Certified Master Trainer (CMT) program by the International Association for People and performance Development and hereby confirms that I will take the part in all five modules of the CMT program.

b) I have also read, understood and hereby accept Code of Ethics for the International International Association for People and performance Development.

c) I hereby confirm my interest in performing the tasks through the CMT program.

Full Name:

Signature:

Date Signed:

**1**

FOUNDATION COURSE & EXAM

The aim of this phase is to provide you with the best tools and techniques to be a great trainer, you will learn best skills and ideas through both theoretical and practical means to design, deliver and evaluate training.

**2**

MASTER COURSE & ASSESSMENT

The aim of this phase is to develop a training materials that is related to real world situations and topics that you as a professional faced on your field experience, building your credibility and confidence in front of your audience, plus they stay connected to what's happening in the field of business and management.

**3**

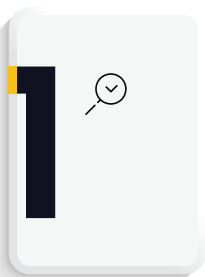
PERSONAL BRANDING

In this phase you will build your own brand and personal identity, build your own expert level, and be THE SME in the market, designing your value, selecting your customer building your regional network and the start the game.

**4**

TIME TO SHINE

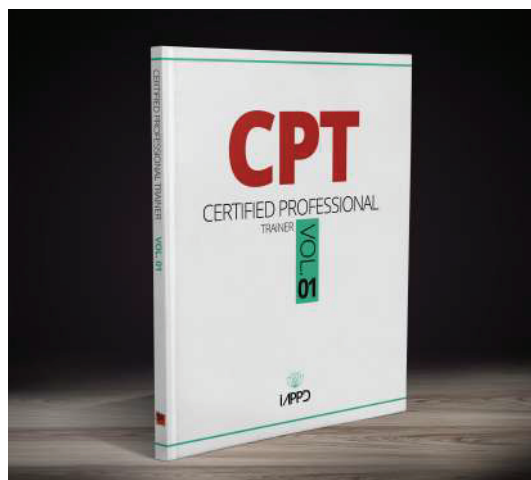
This is your time now to shine in this industry, time to show the whole world your real passion about this profession, time to link effortlessly with your audience and create your own best learning experience.



FOUNDATION COURSE & EXAM

Task	Reference	Assessor	Score	Signature	Date
1- Develop your training style	IAPPD/CPT	CMT	()	<input type="text"/>	<input type="text"/>
2- Design your training show	CPT Template	CMT	()	<input type="text"/>	<input type="text"/>
3- Conduct first training	Methodology	CMT's	()	<input type="text"/>	<input type="text"/>
4- Training Online Exam	CPT Exam	EXAMOC	()	<input type="text"/>	<input type="text"/>

MATERIALS



CERTIFICATE



2

MASTER COURSE & ASSESSMENT

Task	Reference	Assessor	Score	Signature	Date
1- Select your passion in training	One 2 One	CMT	()	<input type="text"/>	<input type="text"/>
2- Read 3 Books	Books summary	CMT	()	<input type="text"/>	<input type="text"/>
3- Summarize the concept	Concept Brief	CMT	()	<input type="text"/>	<input type="text"/>
4- Design materials	Course Outline	CMT	()	<input type="text"/>	<input type="text"/>
5- Build Session (3&2)	25 Slides	CMT	()	<input type="text"/>	<input type="text"/>
6- Conduct training	SME Session	CMT's	()	<input type="text"/>	<input type="text"/>

MATERIALS





3

PERSONAL BRANDING

Task	Reference	Assessor	Score	Signature	Date
1- Build Brand Identity	Brand ID	CMT	()	<input type="text"/>	<input type="text"/>
2- Build SM Audience	FB/Insta	CMT	()	<input type="text"/>	<input type="text"/>
3- Develop SM Content	50 posts	CMT	()	<input type="text"/>	<input type="text"/>
4- Celebrate 1000 followers	Live video	CMT	()	<input type="text"/>	<input type="text"/>

**BECOME A
CERTIFIED PROFESSIONAL TRAINER**

Take the free online CPT exam at your own pace!

We offer CPT materials if needed, all are available in English and formats to appeal to different learning styles: Training Manual, Instructor Guide, Power-Point Slides, Icebreakers, Activities as well as other Quick Reference Sheets.

www.iappd.co.uk

**IAPPD
GLOBAL**
PERFORMANCE ENRICHMENT

IAPPD TRAINING **IAPPD CONFERENCE** **IAPPD SPEAKERS** **IAPPD RESOURCES** **IAPPD EXCELLENCE**



4

TIME TO SHINE

Task	Reference	Assessor	Score	Signature	Date
1- Develop Online Course	IAPPD	CMT	()	<input type="text"/>	<input type="text"/>
2- Conducting first Branded Course	IAPPD	CMT	()	<input type="text"/>	<input type="text"/>
2- Signing your first PO	IAPPD	CMT	()	<input type="text"/>	<input type="text"/>



*International Association for People
and Performance Development*

CERTIFIED MASTER TRAINER
PRESENTED BY THE IAPPD GLOBAL BOG TO

Sam We Kliff

*Has successfully met the requirements for the certification as established by the IAPPD and here and under
our hand in this day awarded the professional designation of*



Sales & Marketing
CERTIFIED MASTER TRAINER

2025020252

22/9/2021

By the power vested in the board of governors of IAPPD do hereby certify the candidate

Scott
Scott Simmerman
America

Shahid
Shahid Imari
Europe

R. David
Raed Z. Daoud
Asia

Mohammad
Mohammad Abdelkader
Africa

Donald
Donald Agumenu
Africa



PERFORMANCE ENRICHMENT



CERTIFIED MASTER TRAINER

Putting theory into practice