

## HMDCB Study Guide

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The HMDCB Study Guide is an expansion of HMDCB's [Content Blueprint](#), which is the form used to develop all exam questions. The guide provides a detailed outline of the blueprint's five content domains, additional preparatory resources, and three sample questions for each domain. The guide can be purchased for \$149 on the My HMDCB Certification Center. The guide is only available digitally, but can be downloaded/printed.

**This user guide outlines the following:** how to purchase the study guide; how to access the study guide for the first time; and how to access the “completed” study guide. The study guide is intended to be used only for individual, personal review and study by the original purchaser. *You may **not** transmit, distribute, upload, or store the document on any other website or other form of electronic distribution or retrieval system.*

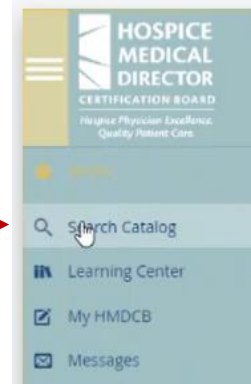
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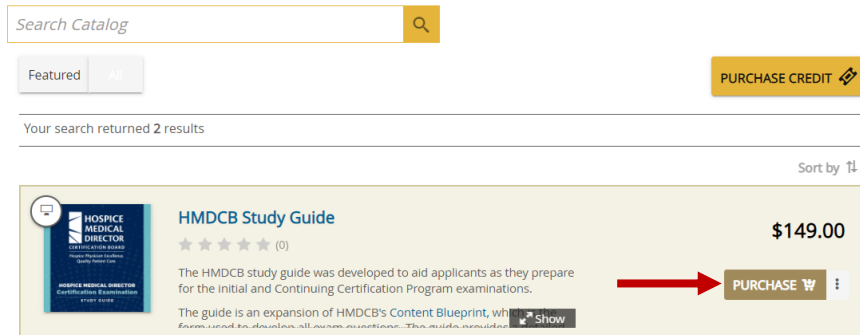
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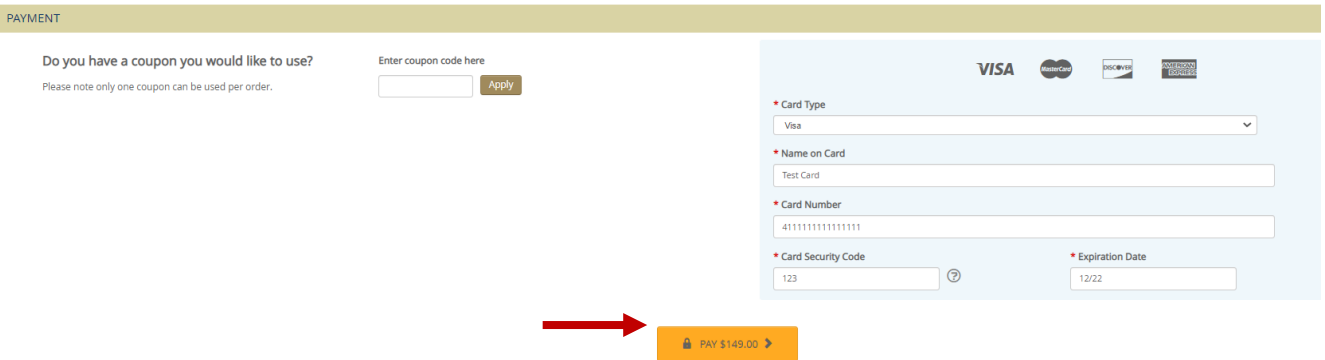
1. Log onto the [My HMDCB Certification Center](#)
  - a. **Forgot your Password** - hit the *Forgot Password* link and a temporary one will be emailed to you.
  - b. **Forgot your Username** - contact HMDCB staff at [info@hmdcb.org](mailto:info@hmdcb.org).
2. Once logged in, hover over the **Home** icon on the left-hand side of the screen. Select **Search Catalog**.



3. A list of items available for purchase will appear. Click the **Purchase** button for the **HMDCB Study Guide**.



4. After you click **Purchase**, you will be brought to the check-out page. Enter the **required information**, including your **credit card** info. Click the **Pay** button to complete your purchase.

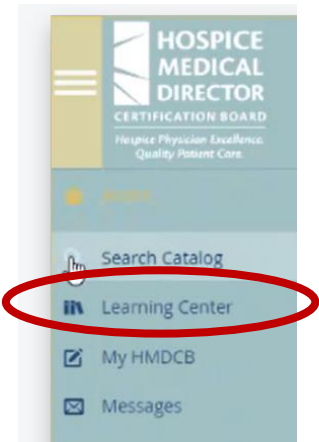


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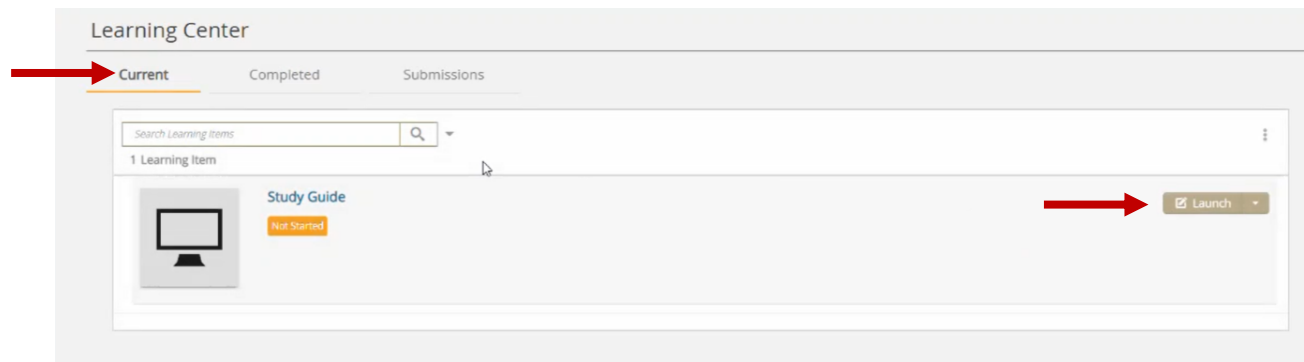
### First Time Accessing the Guide

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  - b. **Forgot your Username** - contact HMDCB staff at [info@hmdcb.org](mailto:info@hmdcb.org).
2. Once logged in, hover over the **Home** icon on the left-hand side of the screen. Select **Learning Center**.



3. Once on the **Learning Center** page, the study guide will appear under the **Current** tab. To access the guide, hit the **Launch** button.



4. A new screen will appear, hit the **Next** button in the bottom right-hand corner.



## HMDCB Study Guide

5. A link to access the guide will appear. Select the **HMDCB Study Guide** hyperlink and the guide will automatically open.

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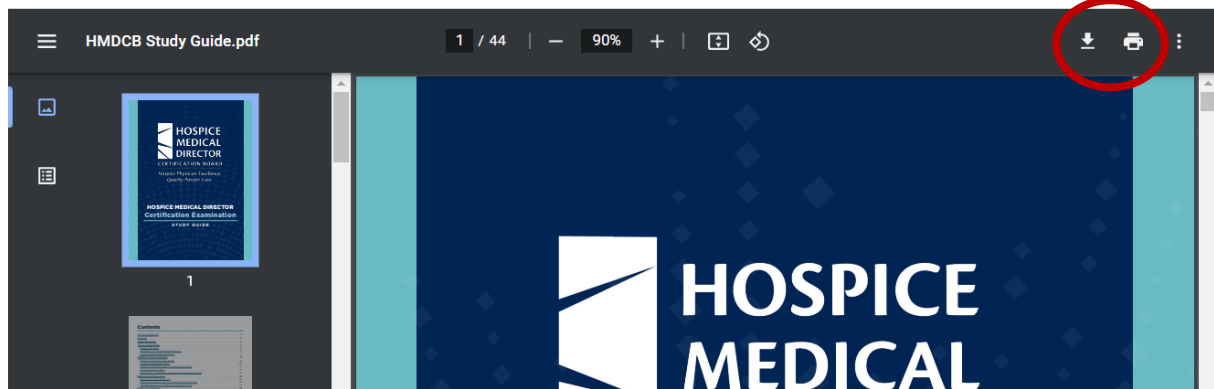
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6. There are several ways to view the study guide:
  - a. View the guide directly in the **My HMDCB Certification Center**.
  - b. Click the **HMDCB Study Guide** hyperlink in the top left-hand corner to open it in a new window.
  - c. Print or download the guide by clicking the **Print** or **Download** icons in the top right-hand corner.

Open the guide in a new tab by clicking the **HMDCB Study Guide** hyperlink.

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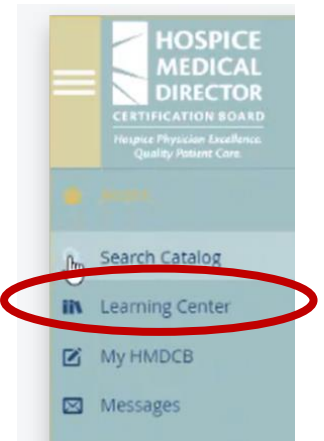


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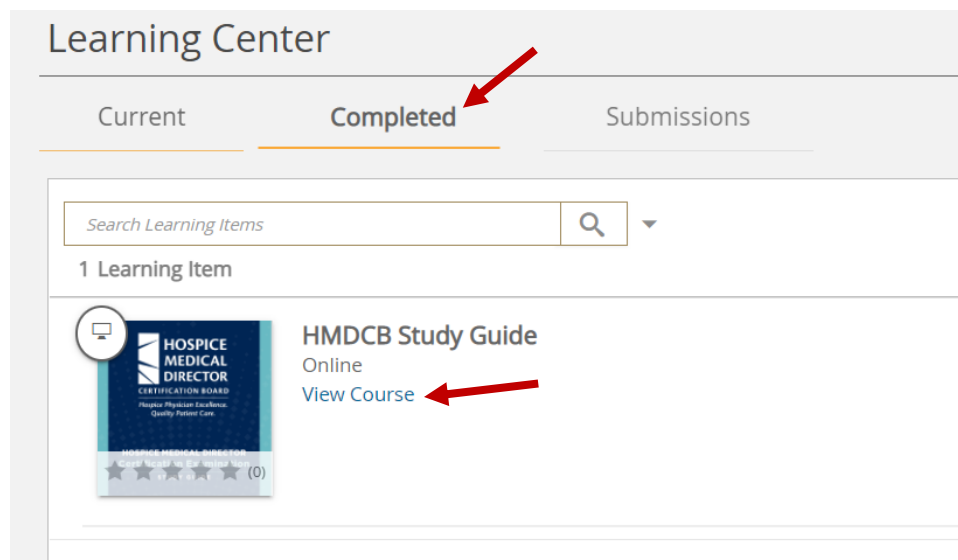
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If you have already accessed the guide and would like to view it again, follow the below steps.

1. Log onto the [My HMDCB Certification Center](#)
  - a. **Forgot your Password** - hit the *Forgot Password* link and a temporary one will be emailed to you.
  - b. **Forgot your Username** - contact HMDCB staff at [info@hmdcb.org](mailto:info@hmdcb.org).
2. Once logged in, hover over the **Home** icon on the left-hand side of the screen. Select **Learning Center**.



3. Once on the **Learning Center** page, the study guide will appear under the **Completed** tab. To access the guide, hit the **View Course** hyperlink.



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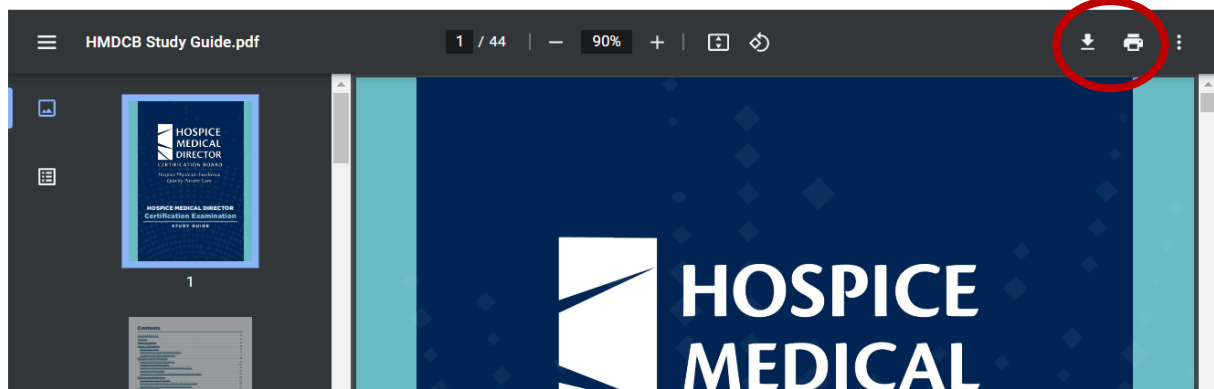
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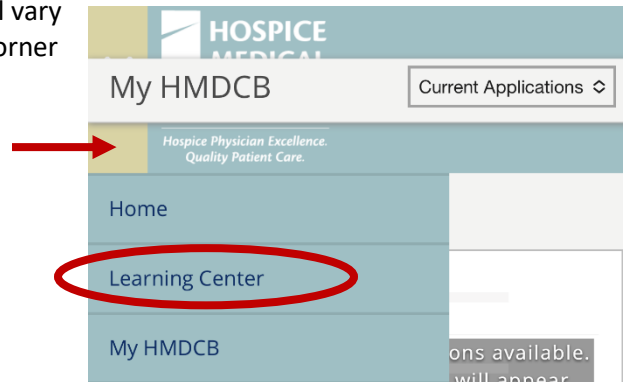
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### Accessing the Completed Guide via Phone

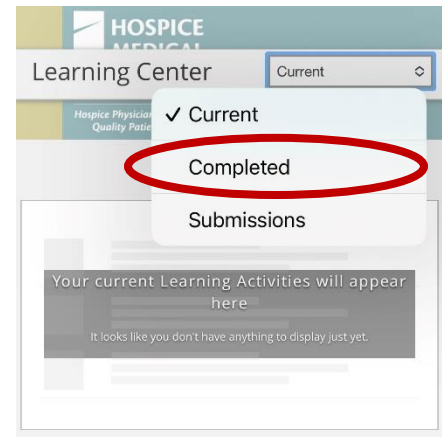
If you have already accessed the guide and would like to view it again on your phone, follow the below steps.

1. Log onto the [My HMDCB Certification Center](#)
  - a. **Forgot your Password** - hit the *Forgot Password* link and a temporary one will be emailed to you.
  - b. **Forgot your Username** - contact HMDCB staff at [info@hmdcb.org](mailto:info@hmdcb.org).

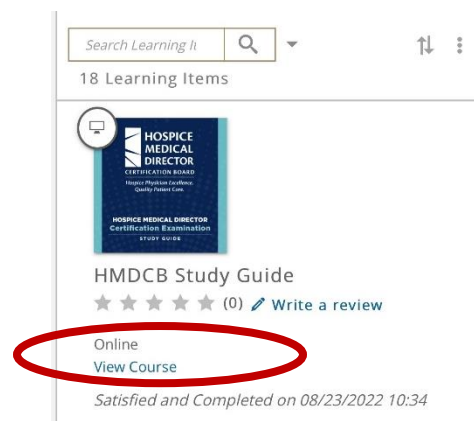
2. Once logged in, hit the **yellow or teal box** (color will vary depending on your device) in the upper left-hand corner of the screen. Select **Learning Center**.



3. The bar across the screen will now state **Learning Center**. Select **Completed** from the drop down menu.

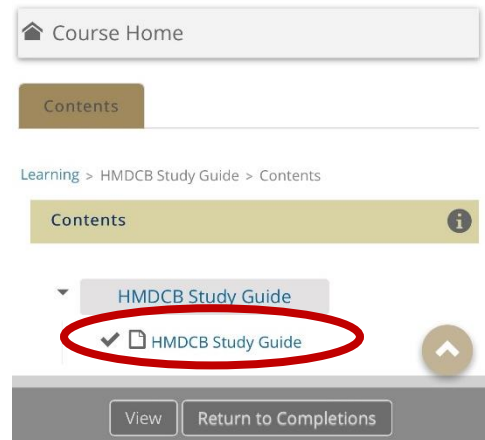


4. The **Study Guide** will now appear. Select **View Course**.



## HMDCB Study Guide

5. You will be brought to a new screen. Scroll down and select the **HMDCB Study Guide** hyperlink.



6. The guide will open in the online version. Select the **HMDCB Study Guide pdf** hyperlink to view the full guide on your device.

