

# CBOT 476 Adobe Acrobat

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## **CBOT 476 ADOBE ACROBAT**

Learn to create, convert, store, and transport documents from various software programs using Adobe Acrobat. The course covers Adobe Reader, security and password protection, consolidation of PDF files into one Adobe PDF file, application of final edits and modifications to enhance those files. Also, learn to create online documents and interactive forms. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

**Units:** 1.5

**Hours/semester:** 24-27 Lecture; 48-54 Homework

**Recommended:** Working knowledge of using a computer and its operating system.

**Transfer Credit:** CSU

