COMPUTER APP/BUSINESS TECH

CABT 102   10-KEY Calculator

Teaches the 10-key touch system using electronic calculators to solve typical business problems and applications in a self-paced course format. Recommended Preparation: Eligibility for MATH 154.

Section	Days	Times	Units	Instructor	Room
97617	Arr.	Arr.	1.00	L.Printzian	1400

Meets 6/19-7/28. 8 hr 50 min open lab per week. Required orientation Monday, 6/19, 3:00pm-3:45pm, CTC (Computer Technology Center) Building 1400. If you cannot attend the listed orientation, call (831) 479-6277 or email cabt@cabrillo.edu to schedule an individual orientation. CTC Building 1400 Lab Hours: M-Th: 11:00AM-5:45PM; F-SUN: Closed. Open Entry/Open Exit.

CABT 110A   Computer Keyboarding-Alphabet Keys

Covers alphabetic keyboarding skills using the touch technique in a hands-on, self-paced format. Pass/No Pass grading only.

Section	Days	Times	Units	Instructor	Room
97618	Arr.	Arr.	0.50	L.Printzian	1400

Meets 6/19-7/28. 4 hr 15 min open lab per week. Required orientation Monday, 6/19, 1:30pm-2:30PM, CTC (Computer Technology Center) Building 1400. If you cannot attend the listed orientation, call (831) 479-6277 or email cabt@cabrillo.edu to schedule an individual orientation. CTC Building 1400 Lab Hours: M-Th: 11:00AM-5:45PM; F-SUN: Closed. Open Entry/Open Exit.

CABT 110B   Computer Keyboarding-- Numbers/Symbols

Develops speed using the alphanumeric keyboard, including numbers, symbols, and the numeric keypad in a hands-on, self-paced format. Pass/No Pass grading only. Prerequisite: CABT 110A or equivalent skills.

Section	Days	Times	Units	Instructor	Room
97619	Arr.	Arr.	0.50	L.Printzian	1400

Meets 6/19-7/28. 4 hr 15 min open lab per week. Required orientation Monday, 6/19, 1:30pm-2:30PM, CTC (Computer Technology Center) Building 1400. If you cannot attend the listed orientation, call (831) 479-6277 or email cabt@cabrillo.edu to schedule an individual orientation. CTC Building 1400 Lab Hours: M-Th: 11:00AM-5:45PM; F-SUN: Closed. Open Entry/Open Exit.

CABT 110C   Computer Keyboarding-Speed Development

Develops increasing speed and accuracy using the alphabetic keyboard in a hands-on, self-paced format. Pass/No Pass grading only. Prerequisite: CABT 110B or equivalent skills.

Section	Days	Times	Units	Instructor	Room
97620	Arr.	Arr.	0.50	L.Printzian	1400

Meets 6/19-7/28. 4 hr 15 min open lab per week. Required orientation Monday, 6/19, 1:30pm-2:30PM, CTC (Computer Technology Center) Building 1400. If you cannot attend the listed orientation, call (831) 479-6277 or email cabt@cabrillo.edu to schedule an individual orientation. CTC Building 1400 Lab Hours: M-Th: 11:00AM-5:45PM; F-SUN: Closed. Open Entry/Open Exit.