



# Certificate

No. 19/01/WS/UNIV/UTAMA-J/VIII/2021

Dengan ini menyatakan bahwa :

*This is to certify that :*

Nama Lengkap / *Full Name* : **FADILA AZKIA SAFITRI**

No. Pokok / *Reg. Number* : 19570016

Program Studi / *Majoring* : S1 - SISTEM INFORMASI

LULUS / *Succeed*

Telah Mengikuti Program Workshop 'MICROSOFT OFFICE PRO' yang Telah Dilaksanakan pada Tanggal 23-25 Agustus 2021  
*Has Completed The 'MICROSOFT OFFICE PRO' Workshop Program which Had Been Held on 23-25 August 2021*

Dengan Hasil / *Result* : **SANGAT MEMUASKAN / Excellent (A)**

**Materi / *Matery*:**

- Office Documents Standard Format
- Word – Table Format and Data, Mail Merge
- Excel – Object and Color, Data Processing and Graphics
- PowerPoint – Presentation Design

Jakarta, 26 Agustus 2021



**Prof. Dr. H.M. NOOR SEMBIRING, SE, MM**

Rektor