



Certificate

No. 1/01/WS/UNIV/UTAMA-J/III/2023

Dengan ini menyatakan bahwa :

This is to certify that :

Nama Lengkap / *Full Name* : **KAIFA ANINDYA FEBRIYANI**

No. Pokok / *Reg. Number* : 18400016

Program Studi / *Majoring* : S1 - ILMU HUKUM

LULUS / Succeed

Telah Mengikuti Program Workshop 'MICROSOFT OFFICE PRO' yang Telah Dilaksanakan pada Tanggal 06-08 Maret 2023
Has Completed The 'MICROSOFT OFFICE PRO' Workshop Program which Had Been Held on 06-08 March 2023

Dengan Hasil / *Result* : **BAIK / Fair (C)**

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, 20 Maret 2023



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

Rektor