



73677DEE84-73611CC769-73559BD787

SCAN CODE TO VERIFY



Data Entry Certificate

PROUDLY PRESENTED TO

ASMA RAILOUN

Course Modules

Introduction • Computer Types •
Computer Components • Data Management
• Microsoft Excel Introduction • Workbooks in
Excel • Working with Cells • Find & Replace in
Excel • Formulas and Functions • Most Used
Functions • Excel Database • Excel Worksheet
Integrity • Filing Systems • General Office
Procedures • POPI Legislation

19 September 2024

DATE

A handwritten signature in black ink, appearing to read "D. Al-Raioun", positioned above a horizontal line.

SIGNATURE

EduCourse Director