



759147CE05-736D18426A-7366F4C030

SCAN CODE TO VERIFY



Data Entry Certificate

PROUDLY PRESENTED TO

JANUARY

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

25 February 2025

DATE

A handwritten signature in black ink, appearing to be "D. M. ...", written over a horizontal line.

SIGNATURE

EduCourse Director

8612230570081