



77DFE5EB34-77DF5C6F1C-75BB890DA6

SCAN CODE TO VERIFY



Microsoft Word - Basics

PROUDLY PRESENTED TO

LYDIA KA

Course Modules

Course Basics • Formatting Text • Editing Text
and Tables • Paragraphs and Text Options
• Spelling and Grammer Mistakes •
Customising the Ribbon • Saving and Using
Templates • AutoCorrect Features

15 October 2025

DATE

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

SIGNATURE

EduCourse Director