



Certificate

No. 7/01/WS/UNIV/UTAMA-J/VIII/2021

Dengan ini menyatakan bahwa :

This is to certify that :

Nama Lengkap / *Full Name* : **KEVIN MANAO**

No. Pokok / *Reg. Number* : 17530010

Program Studi / *Majoring* : S1 - TEKNIK MESIN

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* : **MEMUASKAN / Good (B)**

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