

This is to certify that

M.K RAFIUL AKTER RAFI

has successfully completed the online course titled '**MICROSOFT WORD**' and learned the skill in depth, i.e.

Microsoft Word

Core Topics Taught in This Course:

- Basic to Advanced Formulas and Functions
- Document Formatting Tools: Tables, SmartArt, Graphs, and Charts
- Templates and Mock Text
- Document Security and Organization: Headers, Footers, and Page Numbering
- Professional Documents Creation: CVs, Academic Reports & Book Drafts



Ayman Sadiq
CEO, 10 Minute School



Sadman Sadik
Course Instructor



Scan to know the
Course Details

