CERTIFICATE

0040/DSA/MS/042024

This is to certify that

Ilham Jaya Saputra

has completed the courses with the score

Excel	PowerPoint	Word
A	A	A

on **April 15th, 2024 - May 15th, 2024**
provided by Digitalskillsarea.

Keterangan Grade:

A	85 - 100	Memuaskan
B	75 - 84	Baik
C	61 - 74	Cukup
D	45 - 60	Kurang

PT. Darmawangsa Sangga Amerta

Chief Executive Officer
Digitalskillsarea



Muhammad Naufal

Skill Report | Excel for Beginners

Visualize Data
Mathematic Operations
Basic Statistic
Function Text
Logic Function
Vlookup
Hlookup
Concatenate String
Pivot Table

Skill Report | Excel for Intermediate

Visualize Data
Mathematic Operations
Basic Statistic
Function Text
Logic Function
Vlookup
Hlookup
Concatenate String
Pivot Table
Index and Match
Database Excel

Skill Report | Excel for Advance

Visualize Data
Mathematic Operations
Basic Statistic
Function Text
Logic Function
Vlookup
Hlookup
Concatenate String
Pivot Table
Index and Match
Database Excel

Date Function
Range and Named Range
Format as Table
Form

Skill Report | PowerPoint

Pengenalan PowerPoint
Pengaturan Slide
Penomoran
Section
Tab Insert
WordArt dan Font
Tab Format
Bullet & Numbering
Membuat Table
Membuat Chart
Insert Video dan Audio
Tab Format Video
Custom Slide Show
Tombol dan Menu
Presenter View
Settings Efek Transisi
Animation Path
Advance Animation
Animation Pane
Inspirasi Desain
Layout Whitespace
Membuat Kuis

Skill Report | Word from Zero to Hero

Pengenalan Word
Menyusun Paragraf di Word
Kunci Dokumen di Word
Header and Footer
Membuat Sertifikat dengan Word
Format Text
Text and Symbol
Bullet and Numbering
Fitur Editing
Find and Replace
Membuat Tabel
Review
Referensi