

Statement of Achievement

Antony Ancil

has successfully achieved student level credential for completing the Create Digital Content, Communicate, and Collaborate Online course, provided by Cisco Networking Academy in collaboration with OpenEDG.

The graduate is able to proficiently:

- *Create, edit and manage your own digital document.*
- *Describe digital content types: audio, image, text, video, applications and their formats.*
- *Perform word processing tasks: text editing, formatting, layout tools and inserting elements.*
- *Understand email etiquette including when and how to use CC, BCC, and Reply All.*
- *Use video-conferencing and project management tools.*
- *Use digital tools for effective hybrid working.*



Scan to Verify

Lynn Bloomer

Lynn Bloomer
Director, Cisco Networking Academy