

This is to certify that

## **Abhishek Kulkarni**

has successfully completed

## **Email Etiquette**

online course offered by TCS iON

Shufh'8 UhY: "18 May 2020 "p" 9 bX 8 UhY. 18 May 2020

## Topics:

■ Introduction to Email Etiquette ■ Format of an Email ■ Do's and Don'ts of Email Writing

■ Case Study ■ Exercise ■ Points to Remember



Head - Learning, iON Digital Learning Hub