

# Statement of Achievement

**RAJANAND ILANGOVAN**

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.

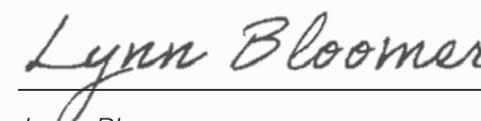
*The graduate is able to proficiently:*

- 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

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Lynn Bloomer  
Director, Cisco Networking Academy