



Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Palompon, Leyte

OFFICE OF EXTENSION SERVICES

CERTIFICATE OF TRAINING

is awarded to

MARICAR M. LAUSE


for having completed the competency-based skills training in

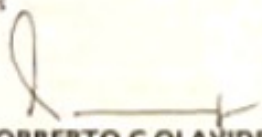
"BASIC COMPUTER OPERATION"

conducted on February 15, 2021 to February 28, 2021 under
the Skills Training Program of the Institute's Extension Services.

Given this 26th day of February 2021 at the Extension Services
Office, Palompon Institute of Technology, Palompon, Leyte.


ALLEN T. FARRON
Director, Extension Services


ANTONIA D. MENDOZA
VP-REEA


NORBERTO C. OLAVIDES
President

LIST OF COMPETENCIES

- I. **Demonstrate understanding in Basic Computer Concepts.**
- II. **Identify the parts of Operating System.**
- III. **Operate Word Processing, Spreadsheet Solution and Slide-Show Presentation.**