



# Certificate of Completion

**M.Rayhan Zulkarnain**

has successfully completed the HP LIFE online course

## **Business Email**

By completing this course, the above-named student has learned new skills including how to define the structural elements of a business email, develop and write an effective business email, and use email in different professional scenarios.

Presented 5/30/2025

A handwritten signature in black ink, appearing to read 'Michele Malejki', is written over a solid black horizontal line.

Michele Malejki

Executive Director, HP Foundation

Certificate serial number: [cb38ed8f-402d-4ce2-afc0-df103d646d9f](#)