



Digital Download

OCTOBER 2026

Next Digital Skills Class:

October 21-22, 2026 8:30am to 12:30pm

Workforce Connection WEST, Room 101

3170 W. Shaw Ave., Fresno, CA

Thriving in a Digital World

Strong digital skills are essential for today's job search. Most job applications are handled online, and nearly all jobs require some level of computer knowledge.

From resume creation through the application and hiring process, individuals need strong digital skills to create documents, organize and manage files, and use AI wisely and effectively. These tasks and others must be executed in a manner that protects your personal information from fraud.

The list may sound overwhelming, but you don't have to figure it out on your own. You can learn these skills (or sharpen them!) in our **Digital Skills Class** and improve your chances for success! **Contact your Case Manager about enrolling in Digital Skills training:**

DAY 1: Introduction to Computers & Components

Desktop Navigation

Productivity Tools (MS Office & Google Suite)

Collaboration Tools

Email Communications & Etiquette

DAY 2: Browsers & Search Engines

Job Board Programs, Optimizing Searches & Applications

Critical Thinking, ID'ing Information vs Misinformation

Social Media Platforms, Algorithms

Online Safety

Introduction to AI 

OCTOBER IS CYBERSECURITY AWARENESS MONTH

Cyber threats are evolving rapidly because AI is creating new ways for hackers to exploit vulnerabilities in software and security. Explore security tips and resources on the CISA website.

<https://cisa.gov/cybersecurity-awareness-month>



HUMANS HAVE THE EDGE

Even as technology advances, the uniquely human dimensions of consciousness, empathy, morality, adaptability, creativity, and meaning remain central:

- **Consciousness, Subjective Experience**
- **Emotional Intelligence, Empathy**
- **Moral Reasoning, Ethical Judgment**
- **General Intelligence, Adaptability**
- **Creativity and Original Insight**
- **Meaning, Purpose, Existential Understanding**

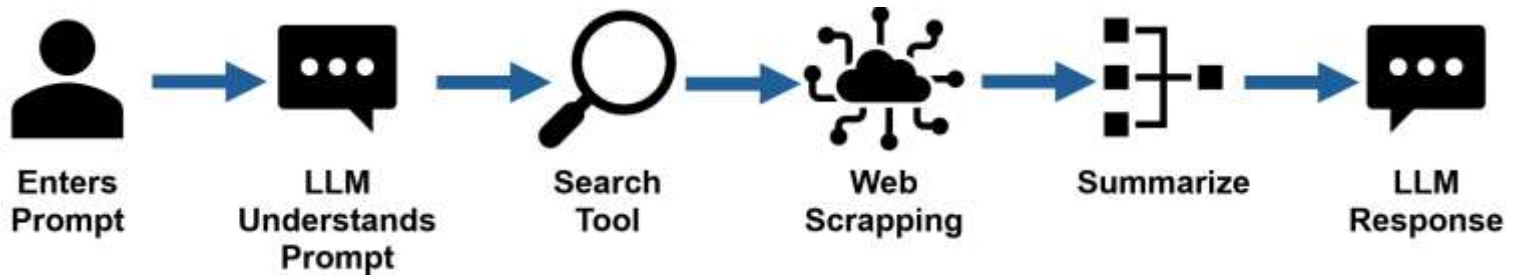
See article and full list of human attributes on "Science News Today."

<https://www.sciencenewstoday.org/ai-vs-human-intelligence-6-areas-where-we-still-hold-the-edge> 

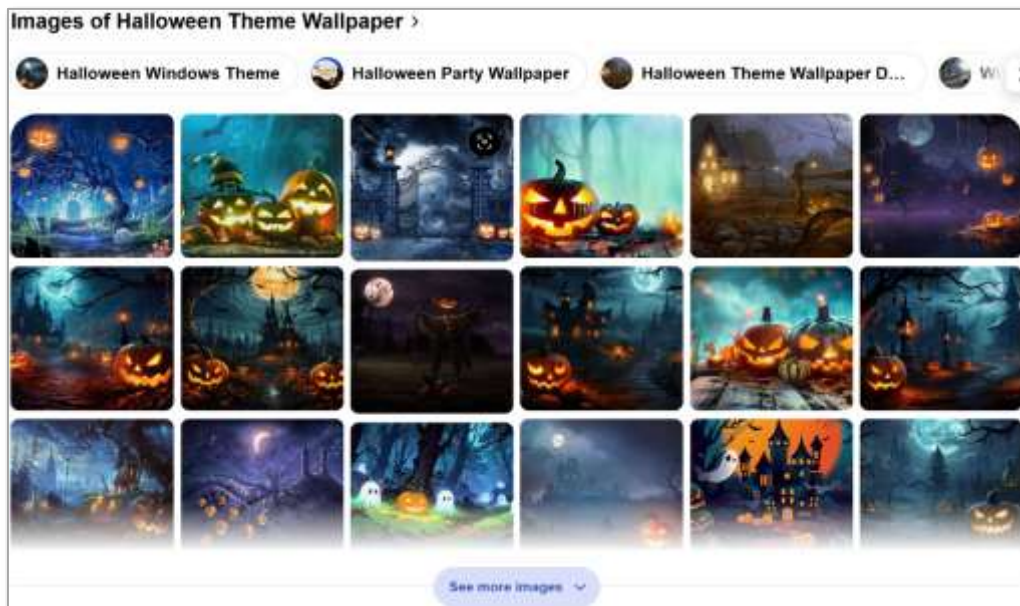
AI Basics: LLM and AI Search

Artificial Intelligence (AI) is technology that allows computers to perform tasks that normally require human intelligence, such as understanding language, recognizing patterns, solving problems, and making recommendations. Many popular AI assistants, including Copilot and ChatGPT, use a type of AI called a **Large Language Model (LLM)**. An LLM is trained on vast amounts of text and can understand questions, recognize patterns in language, and generate human-like responses.

Some AI assistants can also use a **Search Tool** to find information from the internet, databases, or other sources. In these cases, the search tool finds relevant information, and the LLM then interprets that information and creates a response for the user, or “**prompt author**.” 🧠



Don't Get Tricked: Safe Ways to Download Halloween GIFs



It's fun to use seasonal images in holiday decorations, invitations, and computer “wallpaper.” Just use a little caution when downloading image files to protect your computer and personal data.

- 👻 Download only from trusted sources.
- 👻 Verify the file extension (.gif or .jpeg, not “.gif.exe”).
- 👻 Scan downloads with anti-viral software.

Additional cautions include avoiding sites that have multiple redirects, that display excessive pop-up advertisements, or that require you to install special software just to download an image. Following these practices can help you enjoy seasonal graphics and wallpapers while keeping your device, data, and privacy protected.

Make sure you have the right to use your download. The safest choices are GIFs you created yourself, GIFs in the public domain, or GIFs with a Creative Commons license that permits reuse.

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VR Technical Services

Marilynn Yeghiazarian, Technical Instructor, ymarilynn@vrtechservices.net
Vartan Yeghiazarian, CEO-Technical Advisor, yvartan@vrtechservices.net