

Digital Download

JULY 2026

Next Digital Skills Class:

August 12-13, 2026 8:30am to 12:30pm

Workforce Connection WEST, Room 101

3170 W. Shaw Ave., Fresno, CA

Gain the Skills You Need to Thrive in a Digital World

Having strong digital skills is more important than ever. Most job applications are handled online, and nearly all jobs require some level of computer knowledge.

Finding the right opportunities requires effective search techniques and communication by email. You may need to create or update a résumé, organize and manage files, and work with different file types. All of this must be done while protecting your personal information from fraud. These essential skills help you navigate the job search process and improve your chances of success.

The list may sound overwhelming, but you don't have to figure it out on your own. **You can learn these skills and more in our Digital Skills Class! Sign up today and take the next step toward your career goals.**



DEVICE FINGERPRINTING

(DF) identifies a device (phone, laptop, tablet) using a combination of characteristics like browser type, operating system, screen resolution, IP address, screen resolutions, time zone, and language.

DF raises privacy concerns because it can track users without their consent. Data brokers use it to collect and sell user data, while banks and e-commerce sites use it to improve online security. While difficult to prevent, users can limit data collection through browser settings or using privacy-focused browsers.

How to Enroll in the Digital Skills Class:

See your Case Manager about enrolling in Digital Skills training. Once enrolled, assess your knowledge by taking the Pre-Test. Here are the steps:

1. Navigate to IT-FRS.net and click on the “Digital Skills” link in the menu.
2. Click on “Student Test Form” and follow prompts for the Pre-Test.
3. Meet with your Case Manager to get your score. Your Case Manager will help you decide whether you should complete Digital Skills Training.

Digital Skills Class Topics

Computer Skills

Day 1:

- Introduction to Computers and Computer Components
- Desktop Navigation
- Productivity Tools (MS Office and Google Suite)
- Collaboration Tools
- Email Communications and Etiquette

Internet Skills

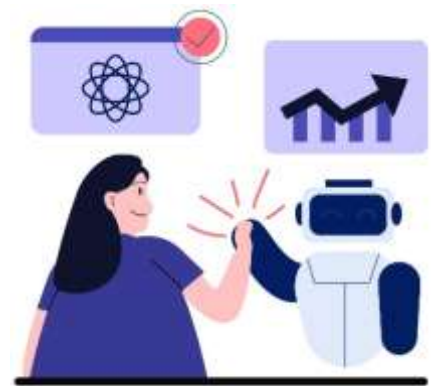
Day 2:

- Browsers, Search Engines
- Job Board Programs, Optimizing Searches
- Online Research, Evaluating Credibility, Fact Checking
- Social Media Platforms, Algorithms
- Common Online Threats, Online Safety
- Artificial Intelligence

AI Isn't Coming for Your Job*

**But It Might Steal the Boring Parts!*

Job seekers may feel uncertain about their careers as AI continues to enter the workplace. The truth is, AI is not replacing most jobs—it's changing them. It can take over repetitive tasks and allow people to focus on more meaningful work. Here are three examples:



1. **Nurses:** Nursing still requires care, empathy, and hands-on work. AI can help by handling paperwork and monitoring patient data. The career outlook for nursing is job growth.
2. **Administrative Assistants:** These jobs involve organization and decision-making. AI can handle routine tasks and offer support with decisions. The prediction is fewer entry-level roles, but more advanced responsibilities for experienced AA's.

3. **HVAC Technicians:** This job requires hands-on skills and problem-solving. AI can predict equipment issues and allow remote monitoring/repair. Demand will grow for HVAC technicians with tech skills.

Job seekers should stay positive and build both technical skills and human judgment. The future isn't something to fear—it's something to prepare for!



VR Technical Services

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