

SELECTED TIDBITS FROM OUR COURSES

• CIBERSECURITY

Tip for creating a strong password: Never use personal information such as your name, birthday, user name, or email address. This type of information is often publicly available, which makes it easier for someone to guess your password.

• LEADERSHIP

A good habit when prioritizing is to plan weekly and adapt daily.

• YOUR FINANCIAL SNAPSHOT

Have you adopted the "pay-yourself-first" strategy to start saving?

• SPANISH USEFUL PHRASES

Creo que es una buena idea. \rightarrow "I think it's a good idea."



AUTOMATION CORNER

A **CSV** (Comma-delimited) file is a text file in which information (fields or columns) are separated by commas. This type of file is used to move data between programs that are not originally designed to exchange information between them.

Leadership





