**DAILY ASSESSMENT**

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| **Date:** | **13/07/2020** | **Name:** | **Gaganashree P** |
| **Course:** | **Coursera** | **USN:** | **4AL15EC 024** |
| **Topic:** | **Academic English writing** | **Semester & Section:** | **8th - A** |
| **GitHub Repository:** | **Gaganashree-P** |  |  |

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| **FORENOON SESSION DETAILS** |
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**REPORT –**

Many people struggle with writing in English and it can seem like a real challenge to improve. Don’t worry, though. Here are some simple steps that you can take to improve your written English and impress people with your writing skills.

## ****1. Expand your vocabulary****

To express yourself clearly, you need a good active vocabulary. That’s not just being able to recognise lots of words – it means actually being able to use them correctly. Do this by learning new words with example sentences, not just word lists.

## ****2. Master English spelling****

You must know how to spell those words correctly. Incorrect spelling changes the meaning of your sentence. For example: ‘bare’ and ‘bear’ sound the same but ‘bare’ means naked and ‘bear’ is a large animal. Additionally, incorrect spelling makes it difficult for the reader to understand what you’ve written.

## ****3. Read regularly****

People often say that we learn to write best by reading. Reading in English is useful in many ways. It is a great way to get an idea of the different styles of writing and see how to use words appropriately.

[](https://englishlive.ef.com/blog/wp-content/uploads/sites/2/2015/06/girl_reading.jpg)

## ****4. Improve your grammar****

Grammar is very important because it improves the quality of your writing. Always use the appropriate tense and remember to use punctuation. Punctuation is a great way to make your writing clear and fluent.

## ****5. Just do it!****

Writing can be daunting. However, the best way to improve is get a pen and paper or sit in front of your computer and actually write. Be prepared to write several versions of each text because even for professional writers, the first draft is never perfect. Remember, practice makes perfect

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| **Date:** | **13/07/2020** | **Name:** | **Gaganashree P** |
| **Course:** | **Salesforce** | **USN:** | **4AL15EC024** |
| **Topic:** | **Trailhead playground** | **Semester & Section:** | **8TH SEM &A Section** |
| **Github Repository:** | **Gaganashree-P** |  |  |

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| **AFTERNOON SESSION DETAILS**   Install Apps and Packages in Your Trailhead PlaygroundLearning Objectives  * Install an app or package in your Trailhead Playground.  What’s an App? You’re probably comfortable with the idea of app stores. Whether you’re downloading apps on your phone, tablet, computer, or other device, you have to download and install apps to make the most of your technology. Salesforce is the same way.  Salesforce has a community of partners that use the flexibility of the Salesforce platform to build amazing apps that anyone can use. These apps are available for installation on [AppExchange](https://appexchange.salesforce.com/) (some for free, some at a cost). What’s a Package? A package is a set of pre-created configurations and developments. At various points in your Trailhead learning journey, you may need to install a package in order to complete a challenge or work through the steps in a badge.  Packages allow us to load sample data, custom objects and fields, or just about anything else into your Trailhead Playground. Install an App or Package in Your Trailhead Playground To install an app or package in your Trailhead Playground, you just need the package ID provided in the Trailhead content. This is a long string that starts with 04t—you’ll know it when you see it.  First things first: Launch your Trailhead Playground by going to any hands-on challenge, scrolling to the bottom of the page, and clicking **Launch**. If you see a tab in your org labeled Install a Package, fantastic! Follow the steps in the Your Playground Has the Playground Starter App section below.  If not, click App Launcher to launch the App Launcher, then click **Playground Starter** and keep reading. If you don’t see the Playground Starter app, go ahead and skip to the Your Playground Doesn’t Have the Playground Starter App section. Your Playground Has the Playground Starter App If your playground has the Playground Starter app, follow these steps to install an app or package.   1. Find the package ID starting with 04t and copy it to your clipboard. 2. Click the **Install a Package** tab. 3. Paste the package ID into the field. 4. Click **Install**.   The Install a Package tap in the Trailhead Tips app   1. Select **Install for Admins Only**, then click **Install**.   The package installation screen, with Install for Admins Only selected and the Install button called out   1. If you see a pop-up asking you to approve third-party access, select **Yes, grant access to these third-party websites** and click **Continue**.   When your package or app is finished installing, you see a confirmation page and get an email to the address associated with your playground. Your Playground Doesn’t Have the Playground Starter App If your playground doesn’t have the Playground Starter app, never fear. Follow these steps to install a package. To do this, you’ll need your username and password for your Trailhead Playground, as well as the package installation link. If you don’t have your username and password on hand, go to the previous unit and get them.  Next, take a look at that installation link. Does it begin with appexchange.salesforce.com? If so, you’re installing an app, not a package, and you can skip to the next section, Install an AppExchange App. Otherwise, you’re installing a package, and you can keep reading.   1. Open a new private browsing window. In Chrome, click **File | New Incognito Window**. In Safari, click **File | New Private Window**. This ensures that you install the package in your playground, and not any other org you have open. We wouldn’t want you to accidentally install a package or app in your production org. 2. Copy the package installation link and paste it into your private browsing window. 3. You’ll be prompted to log in. Enter the username and password of your Trailhead Playground and click **Log In**. 4. Select **Install for Admins Only**, then click **Install**. 5. If you see a pop-up asking you to approve third-party access, select **Yes, grant access to these third-party websites** and click **Continue**.   When your package or app is finished installing, you’ll see a confirmation page and get an email to the address associated with your playground.  **Install an AppExchange App**   1. Open a new private browsing window. In Chrome, click **File | New Incognito Window**. In Safari, click **File | New Private Window**. 2. Copy the AppExchange link and paste it into your private browsing window. 3. Click **Get It Now**.   An app in the AppExchange, with the Get It Now button called out   1. Click **Log In**.   The Log In to AppExchange modal, with Log In called out.   1. Click **Salesforce**.   The Howdy, Trailblazer login prompt with Salesforce called out.   1. You’ll be prompted to log in. Enter the username and password of your Trailhead Playground and click **Log In**. 2. Click **Install in Production**.Your Trailhead Playground is a production instance for your personal use. You can make customizations in your playground without impacting anything else (in this case, your production org). 3. Select **I have read and agree to the terms and conditions**. 4. Click **Confirm**and**Install**. 5. If you’re prompted to log in again, enter your Trailhead Playground username and password and click **Log In**. 6. Select **Install for Admins Only**, then click **Install**. 7. If you see a pop-up asking you to approve third-party access, select **Yes, grant access to these third-party websites** and click **Continue**. 8. Once the installation is complete, click **Done**.  See What Was Installed Want to see what was included in the app or package you installed?   1. In your Trailhead Playground, click Setup and select **Setup**. 2. From Setup, enter Installed Packages in the Quick Find box and select **Installed Packages**. 3. Click the app or package from the list. 4. Click **View Components**.   On this page, you'll find all of the components you installed. |