

Instructions for Submitting Your Exercise Using Loom and Sharing the Video Link in Daily Journal:

1. Sign up for a free Loom account:
 - a. Go to <https://www.loom.com/> and click on "Sign Up for Free."
 - b. Fill in your details or sign up using your Google, Slack, or Apple account.
2. Install the Loom Desktop App or Browser Extension:
 - a. Download and install the Loom Desktop App for Windows or Mac from <https://www.loom.com/desktop>
 - b. Alternatively, install the Loom for Chrome extension from the Chrome Web Store: <https://chrome.google.com/webstore/detail/loom-for-chrome/liecbddmkiihnedobmlmillhodjkdm>
3. Record a video demonstrating the completed exercise:
 - a. Open the Loom Desktop App or click the Loom icon in your browser toolbar.
 - b. Select your recording preferences (screen, camera, and audio).
 - c. Click "Start Recording" and choose the area you want to capture (entire screen or application window).
 - d. Walk through the exercise, explaining the steps you took to complete it and any challenges you encountered.
 - e. When you finish demonstrating the exercise, click "Stop Recording" or the Loom icon in your browser toolbar.
4. Edit and save your video:
 - a. Trim the beginning or end of your video, if necessary, using Loom's editing tools.
 - b. Click "Save" to save your video to your Loom account.
5. Share the video link in your daily journal:
 - a. Go to your Loom dashboard (<https://www.loom.com/my-videos>) and find the video you just recorded.
 - b. Click the "Share" button or the three-dot menu and select "Copy Link" to copy the video link to your clipboard.
 - c. Open your daily journal in Notion.
 - d. Create a new entry for the day and include the exercise details (name, objective, and a brief summary).
 - e. Paste the Loom video link in the appropriate section of your daily journal entry.
 - f. Save or submit your daily journal entry as required by your training program.