



**Daffodil**  
*International*  
**University**

**Internship Report on English Language teaching  
at  
Zigatola High School**

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**Declaration**

I, Rahul Vasker Roy, student of BA, English Literature and language hereby declare that the project work entitled "The Scenario of English Language Teaching at Zigatola High School" is an original work done by me under the supervision of 'Assistant Professor' Nahid Kaiser, Department of English. The report summarizes what I have done and experienced during my internship period as an English teacher. It is a pleasure to submit my internship report to the department of English for the fulfillment of the requirements of the degree of B.A (Honours) in English from Daffodil International University.



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## **Certificate of Approval**

It is my pleasure to certify that the internship report is submitted to the department of English, Daffodil International University, by Rahul Vasker Roy, for the completion of the course titled “Internship an Project paper” (course code: Eng-334) in the program of B.A (hons) in English, is an original piece of work done under my supervision. He has completed his work under my supervision during Spring 2023 semester. I strongly admire and recommend his work for academic level and viva-voce and wish him all the success in near future.



Nahid Kaiser  
Assistant Professor and Supervisor  
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## **Acknowledgment**

Starting with the gratefulness to the almighty for blessing me to complete my project report on "The Scenario of English Language Teaching". I am thankful to my honourable supervisor Ms Nahid Kaiser, Assistant Professor, Department of English, Daffodil International University, who was always there for mentoring and instructing me to complete the my project successfully. I would also like to thank the honourable headmaster, Md Riazuddin Forazi who granted me the the permission to fulfill my project without any hesitation and assistant teachers namely Md Laisur Rahman Shuvo and Mrs Kaniz Fatema, who provided me the opportunity to observe their classes and made me feel comfortable in teaching.

## **Abstract**

During the internship period of 3 months, me as an intern completed my internship from Zigatola High School by observing three different English classes of two different teachers and also conducting 6 classes. To make my report genuine and informative, at first it was in my mind to identify a high school that is situated in Dhaka, the capital city of Bangladesh. Then I decided to choose Zigatola High School, situated in Zigatola, Dhanmondi Road 2, which is nearby my residence. So, I made up my mind and went to the school to meet the headmaster of the institute. I made him clear about the reason of my visiting in his office. He praised the approach of my university for assigning the course 'Project paper writing and Internship'. After asking a couple of questions related to my studies and future plans, he suggested me bring up a letter from the university for a few formalities. So the next day I came up with a recommendation letter provided by the Department of English, Daffodil International University, with the signature of my supervisor and our honourable Head of the Department. After checking the letter the Headmaster took me to the teachers room and introduced me with two assistant English teachers namely Md Laisur Rahman Shuvo and Mrs Kaniz Fatema. The teachers were very much supportive during my observation part. I have got to learn a lot about teaching in a different way from them. During my class conduction part, I tried my best to teach the lessons in a proper way to each and every student of the class and make the learning interesting with different group works.

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# **Chapter- 1**

## **1.1 Introduction**

I am Rahul Vasker Roy, a student of Daffodil International University. I did my internship for a period of 3 months in Zigatola High School. This report is proper evidence of my experiences and observations. My aim in life is to be a teacher from my early childhood. My university has given me the opportunity to go through a step forward to my dream job through a course in the final semester titled "Project Paper Writing and Internship". As a student of English Literature and Language, I am always willing to teach. I always wanted to be a teacher and serve the nation through teaching. As English have been my favourite subject from the early childhood, I am doing my graduation from the department of English and now it's my goal to go ahead with it and be a teacher.



## **Chapter- 2**

### **Background & Objectives**

#### **2.1 Background**

The students doing BA Honours in English from Daffodil International University are given an option to undergo an Internship programme of three months to have a practical experience. This is clearly an essential academic requirement, which is followed by an authentic and qualitative report writing. The experiences of the internship period introduces the students with the real world.

## **2.2 Objectives**

1. To have knowledge about the present scenario of English Language Teaching
2. To provide the opportunity of self improvement
3. To observe and determine students interests and goals.
4. To learn the techniques of effective teaching.
5. To analyse the swot as the intern.

## **Chapter- 3**

### **3.1 Methodology**

1. With the instructions provided by my supervisor, I have chosen Zigatola High School to complete my internship project.
2. Firstly, I met the Headmaster of the school and discussed about my objectives to come and later on talked about the suitable time schedule for my observation and class conduction.
3. Secondly, I met two of the English teachers of the school and discussed about the the routine.
4. After that, I observed three different classes conducted by the teachers.
5. During my class observation period, I carried class observation checklists with myself to note down the findings.
6. With the fulfilment of my class observation period, I have conducted six classes as an assistant English teacher in class 8, 9 and 10.
8. After completing the class conductions, I started to write my internship report based on my experiences,learnings and findings that I gained and later completed the report paper writing comprehensively.

## **Chapter 4: Institutional Details**

### **4.1 Basic Information**

The institute from where I have completed my internship is named Zigatola High School, which is a non governmental school and located in Dhanmondi Road 2, Zigatola staff quarters colony, Dhaka. It's a co educational secondary high school. There are total twenty rooms in the building. Twelve are used for classrooms, one is for the headmaster, one is for the teachers, one is for college library, one is for computer lab, one is for science laboratory, one is used for female common room, one is for storeroom, one is for prayer hall, one is for indoor games. Around four hundred students study here and twenty five teachers are appointed here to teach and guide them. The teachers are well qualified. There is no canteen facility in the college. There is a large playground at the center of the institute which is covered with grass. There's a hall room which is used to arrange seminars and different cultural programmes.

## **4.2 History**

Zigatola High School is established in 1969. The passing rate of this institute is amazingly good with the rate of 97.57%. Every year from every batch, around 20 to 25 students secure GPA 5 in secondary school certificate (SSC) exam. The numbers of junior school certificate (JSC) exam is also good. Every year around 50-70 students obtain GPA 5 from this school. Last year's numbers shows how much the institute is progressing. Around 40 students obtained GPA 5 in SSC exam among 67 students. The passing rate is incredible which is 100%.

### **4.3 School Management System**

The headmaster of the school monitors all the managements of the school. There's a couple of committee created by the headmaster which consists of teachers and staffs. One of them is assembly and sports committee who calls for assembly everyday and arranges sports during the sports week, another committee is named the cultural committee who does the arrangements for cultural programmes held in the institute.

#### **4.4 Session Of the School**

The institute runs with only one shift which starts from 10 am and runs upto 4.30 pm, with half an hour tiffin break at 1 pm. The assembly starts at 10.15 am everyday. Time period for every class is 45 minutes.

## **4.5 Curriculum for Education**

Class tests being taken after every week or two regarding the lessons taught within the period. Half yearly exams being taken to each batches in the month of june after completing half of the syllabus. A parent meeting is being called after the results being published. The SSC candidates gets special classes before the board exams with proper care by the teachers, hence they do not have to take coaching classes from coaching centres.



## **Chapter 5- Internship Activity**

### **5.1 Working Status**

During my internship period in this institute, I have worked as an assistant English teacher for nearly 12 weeks. I have taken both English 1st and 2nd paper classes of class 8, 9 and 10. I have also worked as an invisilator during the pre test exams of the SSC batch. During the whole period I attended the teacher meetings as well as the teacher parents meetings.

## 5.2 Class Observation

In order to complete my internship report, I observed three English classes in class Eight, Nine and Ten of two English teachers. My class observation reports are as follows:

**1st Class:** I entered class 9 at 10.30 am with the class teacher and assistant English teacher of Zigatola High School, Md Laisur Rahman Shuvo. He introduced me with the students and described them the purpose behind my visit. The students welcomed me with proper etiquette. So after greeting them, I went on to seat at the last bench with a class observation checklist in my hand. At the very beginning, the teacher took the attendance of the students. As per as the class routine, it was a English 1st paper class. So at first, the teacher explained the discussion topics that they were going study. The name of the topic was 'The Father of The Nation'. After explaining about the title, he started to read and translate the passage and asked the students to listen carefully and note down the important words and sentences. Except a few, rest of the students seemed attentive to the class. So after finishing the passage, he asked some questions related to the passage to some students. All of them except one answered the questions beautifully. Then the teacher gave instructions to the students about their homework for the next day, they baded goodbye to everyone and left the classroom. The teacher conducted 80% of the class in English and the students doesn't seem uncomfortable with it. In between the class I took a couple of photographs.

**2nd class:** I entered into class 8 with the English teacher Mrs Kaniz Fatema at 11.30 in the morning. She introduced me to every student and told them the purpose behind my visit. All the students greeted me with proper respect. After that I took my seat at the last bench as usual. At first the teacher took attendance of the students. According to the routine it was an English 2nd paper class. After taking attendance, the teacher asked everyone what was their topic for today. Everyone answered that the topic was to read three paragraphs. So, among the three paragraphs, the teacher asked everyone to write a paragraph on 'A book fair' within 15 minutes. Only a few of the students could finish it in time. Then the teacher asked everyone to stop writing and submit the papers. The teacher asked me to check a couple of the answer scripts. I found only 2 or 3 answer scripts appropriate. There were so many spelling and grammatical mistakes in the other scripts. I informed that to the teacher. After checking all the scripts the teacher asked everyone to read the paragraphs again and declared to take a class test on them on next class. Then the teacher bade Allah Hafiz to everyone and left the classroom. The teacher didn't use English while delivering the lectures. It has quite disappointed me.

**3rd Class:** I entered class 10 with the assistant English teacher Md Laisur Rahman Shuvo. This time I introduced myself to the class and told everyone the purpose of my visiting the class. Everyone greeted me well and after thanking them, I took my seat to observe the class conduction. According to the routine it was an English 2nd paper class. At first the teacher discussed about the the lesson which was about Voice. He was explaining the definition of voice by writing it to the white board. Then he discussed about the classifications of Voice with some examples. And then he wrote a couple of rules in the white board how talked about their effectiveness in changing voices. The students seemed to be very much attentive to the class. Everyone was taking notes with notebook and pen in their hands. Then the teacher asked everyone to make a group of 5 people. Total 8 groups were made and he chose a group leader of every group. Then he instructed that every group has to complete 5 voices which they will have to complete within 10 minutes. The group with the most correct answers would get rewarded in the next class. Students seemed very energetic and interested at that moment. So the activity got started and the teacher asked me to notice and monitor the groups. After a few minutes six out of eight groups could finish the task it time. The rest of the two groups finished the task just a few seconds before the timeline. The teacher along with me, checked the scripts and after doing so the teacher declared the name of the winning group. They seemed very happy. The classtime got finished as the bell rang, the teacher asked everyone to have a better revision of the lesson and told that the rest of the rules will be taught in the next class. After taking attendance the teacher left the classroom wishing goodbye to everyone. The teacher used English language during the lecture. Sudents seemed very much comfortable, attentive and enthusiastic towards the lesson.

## 5.3 Teaching Experience

During my internship period of 3 months, I conducted total six classes. Here I am going to mention my two class conductions that I really enjoyed and learned a lot from. My overall teaching experiences in this noble profession from those classes are as follows:

### **Class 01:**

My lesson plan

Class: 10, section (A)

Subject: English 2nd paper

Topic: Paragraph Writing

Time: 45 minutes

<b>Time</b>	<b>Task</b>	<b>Teachers Activities</b>	<b>Students Activities</b>	<b>Evaluation</b>
First 5 minutes	Greetings and ice breaking sessions	Making Students attentive	Concentrate on the teacher	Building an interaction
Next 20 minutes	Letting the students know how to write a good paragraph	Introducing the format with examples	Understand and take notes of the format	Having better concept about paragraph writing
Next 5 minutes	Study	Giving some times to understand	Trying to understand and ask questions	Gathering knowledge about the topic
Next 10 minutes	Group Activities	Asking to make groups for doing a task	Make pairs and discuss with the partners and solve the questions together	Practising more can bring the of better learning
Last 5 minutes	Feedback	Asking students if they had any questions regarding the lesson	Asking questions to the teacher	opportunity of revision on the topic

Firstly, I went to class ten and it was the first period which started at 10.30 am. So I was present on time. As I never had any teaching experience before in any educational institute, I felt a little bit nervous. I started the class with a short introduction about myself. At first, I took their attendance and conducted an ice breaking session by sharing my school and college times funny moments so that they could become easy with me. Secondly, I told them the discussion topics. We were going to discuss about paragraph writing. Then I took a marker and wrote the essential steps to write a good paragraph on the board. Then I asked them to open a paragraph on their Eng 2nd paper book to have a clear concept about the paragraph writing. Later, I asked them to write down a paragraph in pairs. After that, I asked them to submit their scripts and then I checked all. Some of them followed the steps to write a paragraph but there was a few grammatical mistakes. I made corrections. Most of the students did very well. At last, the class time finished and I wished them better future ahead.

**Class: 2**

My lesson plan

Class: 9, section (A)

Subject: English 1st paper

Topic: Pastimes (Unit 2)

Time: 45 minutes

<b>Time</b>	<b>Task</b>	<b>Teachers Activities</b>	<b>Students Activities</b>	<b>Evaluation</b>
First 5 minutes	Introduction and ice break session	Making Students attentive	Paying attention to the teacher	Raising the interest and attention
Next 5 minutes	Describing the pictures of the lesson	Making Students identify the activities shown in the pictures	Identifying the activities and answering to the teacher	Making the students interested to the lesson
Next 10 minutes	Read the conversation and answer the questions	Making Students understand the motive behind the conversation	Listening carefully to the teacher and trying to answer	Identifying the pastimes through reading the conversation
Next 15 minutes	Group Activities	Asking to make groups to solve the task	Discuss with the group partners and solve the questions together	Learning through collaborative works
Last 10 minutes	Feedback	Asking students if they had any questions regarding the lesson	Asking questions to the teacher	More revision on the lesson

Firstly, I went to class nine section (A) and it was the first period which started at 10.30 am. So I was present on time. I entered into the classroom and started the class with a short introduction about myself though they already knew the reason of my coming because I have already observed a class in their section. So, at first, I took their attendance and conducted an ice breaking session by asking everyone to introduce themselves one by one and tell about their hobbies as well as pastimes. Then I asked them if they were comfortable with my speech in English or not. They said that they were comfortable and asked me to carry on. So, then I told them about the discussion topic for that day. We were going to discuss about the lesson named 'Pastimes-Have you any favourite pastime'. At first I opened the book and showed them the pictures of the lesson and described those to them. Then I read the conversation and translated it for better understanding. After that I asked the students to note down the pastimes which they can identify from the text and then asked some specific students to come forward and write them on the board. After that I asked the students to make groups and each group consisting of 4 members. They did it and I asked them to choose a group leader. Then I have written a couple of questions on the board and asked each group to finish those in time. After a few minutes, each group has submitted their papers and I started to check the scripts of each group. I found two groups with equal marks and declared both the groups winners. The students had enjoyed the activity a lot. I instructed them to revision the topic at home. Then the classtime finished and I left the classroom with goodbyes.



## 5.4 My activities on weekly basis

Week 1	Activities
Day 1	I introduced myself to the headmaster of the school and told him about my purpose. Then showed him my recommendation letter provided by my department
Day 2	The headmaster introduced me to the assistant English teachers. Then I sought permission to observe their classes and they granted me the permission to observe classes. They told me a lot about the methods of teaching English to the students. I took notes of some of those
Day 3	I observed assistant teacher Laisur Rahman Shuvo's English 1st paper class at class 9. Took a couple of photographs with my phone and filled up the checklist.

Week 2	Activities
Day 1	Observed English 2nd paper class at class 8 conducted by assistant teacher Mrs Kaniz Fatema. Took some notes during the class and filled the checklist
Day 2	Attended teacher and guardian meeting in the institute as a guest teacher. Shared some experiences of my student life with all
Day 3	Worked as an examiner for the first time during the pre test exams of ssc batch 2023

Week 3	Activities
Day 1	Observed English 2nd paper class at class 10, conducted by assistant teacher Md Laisur Rahman Shuvo
Day 2	Celebrated International Mother Language Day with the students and went to Shaheed Minar to pay respect to the language martyrs
Day 3	Attended the teachers meeting at the institute and gave some advices regarding the welfare of the students

<b>Week 4</b>	<b>Activities</b>
Day 1	Prepared a lesson plan and conducted English 2nd paper class at class 10
Day 2	Worked as a referee of badminton and football during the sports week of the institute
Day 3	Went to picnic in Panam city, Sonargaon as a guest teacher with the students and the respected teachers

<b>Week 5</b>	<b>Activities</b>
Day 1	Paid a visit to the school library and computer lab
Day 2	Prepared a lesson plan and conducted English 1st paper class at class 9
Day 3	Conducted a class test of class 8, collected answer scripts after the test.

<b>Week 6</b>	<b>Activities</b>
Day 1	Prepared a lesson plan and conducted English 1st paper class of class 8
Day 2	Attended to the prize giving ceremony of the institute. Amused to see the happiness on the faces of the winners and their parents.
Day 3	Attended the annual cultural programme of the institute and enjoyed the performances of the students.

<b>Week 7</b>	<b>Activities</b>
Day 1	Prepared a lesson plan and conducted English 2nd paper class at class 10. Arranged a couple of games with the students in between the lecture.
Day 2	Attended the teacher and guardian meeting in the institute
Day 3	Attended a seminar organised by Red Crescent Society in the institute.

<b>Week 8</b>	<b>Activities</b>
Day 1	Conducted English 2nd paper class at class 8 with a prepared lesson plan. Did a couple of ice breaking sessions with the students to make them feel comfortable in between the lecture.
Day 2	Attended the cultural programmes arranged by the institute on Independence Day
Day 3	Met a group of students beside the school playground, shared some good memories of my school life with them and encouraged them to take part in co curricular activities as well as maintaining the studies

<b>Week 9</b>	<b>Activities</b>
Day 1	Eid-Ul-Fitre vacation
Day 2	Eid-Ul-Fitre vacation
Day 3	Eid-Ul-Fitre vacation

<b>Week 10</b>	<b>Activities</b>
Day 1	Eid-UI-Fitre vacation
Day 2	Eid-UI-Fitre vacation
Day 3	Eid-UI-Fitre vacation

<b>Week 11</b>	<b>Activities</b>
Day 1	Attended and celebrated the foundation day of the institute with the teachers and students
Day 2	Conducted a English for today class at class six and did a couple of ice breaking sessions
Day 3	Attended the annual milad mahfil of the institute

<b>Week 12</b>	<b>Activities</b>
Day 1	Conducted English 2nd paper class at class 9 with a prepared lesson plan.
Day 2	Visited class 8,9 and 10 and wished goodbye to the students.
Day 3	Met the teachers and the headmaster and wished them goodbye. They prayed for my better future and praised me a lot. At last the headmaster provided me a certificate and thanked me for my excellent work as an intern.

## **Chapter 5.4 Learnings as an intern in the institute**

It is always pleasure to learn through experiences. Here are my learnings that I have gained throughout my internship period:

- Communication skill of mine got better than before, which I was lacking mostly. I used to be nervous whenever I stood in front of the class, during the class conduction session, I felt a bit nervous and because of that I couldn't communicate or interact with all the students of the class but with the time my confidence got boosted observing the classes of other teachers. Hence I got motivated and could communicate with all the students and felt comfortable standing in front of the class.

- Learned the difference between teaching and learning.

I used to think that learning and teaching contains the same process. But there are a couple of methods of teaching which teachers apply while teaching, which I learned through my observation period.

- Got a lesson how to make students attentive to the studies from observations and class conductions.

Got to know how extra curricular activities helps to break the barrier between the teacher and the students.

- Learned why it is important to attend the cultural programmes.

The cultural programmes which I attended through my journey as an intern in the institute taught me about the cultural and social values. The programmes are important to build up a bond between the teachers and the students.

- Helped me writing a qualitative project paper for a first time from real life practical experiences.

Experiences and events I attended throughout the journey helped me a lot for writing a good project paper.

- Felt like a professional teacher.

The behaviour of the other teachers was really good towards me. They treated me like their colleagues. The students too behaved really well with me inside and outside the classroom.

## **Chapter 6 Limitations of The Internship**

### **6.1 Limitations of the internship**

1. There were no digital classroom facilities, hence I could not properly execute my lesson plans and I had to make some changes into my lesson plan and had to take classes using white board.
2. There was eid vacation at the middle of my internship period. So I could not take classes during that period and make lesson plans for upcoming classes properly.
3. About 30% students of the classes remained irregular. It has quite hampered my enthusiasm.
4. The institute was quite far from my residence. So it was tough for me to attend in time.
5. There's no alternative to electricity in the institute, which creates an unbearable situation.

## **Chapter 7 Overall Findings**

### **7.1 Overall Findings**

1. There is a learning friendly environment in the school
2. All the teachers are qualified, well mannered, disciplined and qualified.
3. There is a library in the institute where students can gather outknowledge from different books.
4. The time management system of the school is quite remarkable and every teacher enters the classroom in time.
5. There's a computer lab in school where students can have the opportunity to learn basic computer skills.
6. The classroom arrangements of the school is quite up to mark.
7. The active participation of the institute in all the cultural activities is admirable.

## 7.2 Swot Analysis of the Institute

### Strengths:

- 1.Huge space
- 2.Large playground
- 3.Multi storied building
- 4.Intellectual teachers
- 5.Learning friendly environment
- 6.Small amount of fees
- 7.Well decorated classrooms

### Weaknesses:

- 1.Lagging behind in utilising technologies
- 2.Lack of proper lesson plans of the teachers
- 3.No counselling hours for the students
- 4.Weak drainage system
- 5.Lack of alternatives of electricity
- 6.Lack of skillful computer operators in the office room

### Opportunities:

- 1.Has the opportunity to become a reputed institute of the area considering the outstanding board results of recent years.
- 2.Can become a model institute by ensuring proper care of the irregular and inattentive students.
- 3.Can appoint more qualified teachers by ensuring a good salary.
- 4.Has enough space to dig a pond and start fish farming to raise more funds.
- 5.Can participate more in co curricular activities and competitions as the institute has some outstanding athletes and artists.

### Threats:

- 1.Lack of proper utilisation of technologies may affect the students quicker learning process.
- 2.Irregular students may cut a shameful figure in the board exams due to the weak management system.
- 3.The old building must be reconstructed otherwise it will cause an accident to the students and the teachers.
- 4.The useless plants and weeds behind the main building must be cleaned since those can become the residence of the poisonous insects.



## 7.3 My Swot Analysis

### Strengths:

- 1.Can grab the interest of the students quickly.
- 2.Have the ability to maintain time according to my lesson plan
- 3.Have other plans to teach inattentive students.
- 4.Can plan and arrange group activities related to the lessons.
- 5.Have confidence on my teaching method.

### Weaknesses:

- 1.Do not have a loud voice.
- 2.Become nervous in handling critical events.
- 3.Can conduct the class in English but sometimes I use to fumble.
- 4.Do not have experience of writing on the white board.

### Opportunities:

- 1.If I work on my management skills I can make more effective lesson plans.
- 2.Better knowledge about vocabularies can save the times to teach the students other things.
3. With a better interaction skill I can interact with all categories of students and can be able to know about their fears as well as the interests in the field of learning.

## **Chapter 8 Recommendation**

### **8.1 Recommendation For the School**

1. Teachers must keep counseling hours for the irregular and the students who lags behind
2. The management should arrange more teacher and guardian meetings
3. Some teachers should work on pronunciation
4. All the classrooms should be digitalised for the advancement in technology as well as for the better learning of the students
5. Proper care should be taken to the board examines. Institute should organise extra classes for those batches.

## **Chapter 9 Conclusion**

### **9.1 Conclusion**

At last, I would like to conclude with the appreciation of my honourable supervisor and two of the course teachers of Zigatola High School. It wouldn't have been possible without the help, guidance and instructions of them. This internship paper of mine describes everything that I have experienced during my internship period or three months. I have discovered teaching as the most respectful and noble profession because for the first time I felt like a teacher and got so much love and respect from the students who has not treated me as an stranger. Instead they treated me like their teacher. Have also got so much love and appreciations from the teachers as well as the headmaster of the school.

## Appendices:

### Class Observation Checklists

**Daffodil International University**  
Department of English

Internship on "Scenario of English Language Teaching in a Bangladeshi School / College"  
Checklist for Class Observation

School / College: Zigatola High School

Teacher's Name: Md Lajun Rahman Shuvo

Class: 09 Section: A No. of Students Present: 32

Course Title & Code: English For Today 101 Room No: 11

Peer/Observer: Rahul Vajker Roy

Date and Time: 1 February, 2023

Objectives of the lesson (as perceived):

- i. To provide a clear idea about The Father of The Nation Bangabandhu Sheikh Mujibur Rahman through the passage.
- ii. To introduce the students to new vocabularies.
- iii. To conduct a question and answer session.

Were the objectives achieved and to what extent (in your view)?

The way the teacher conducted the class and made the students attentive to his class, the objectives were achieved in a huge extent. Most of the students had participated during the question and answer session. The students took notes throughout the lecture.

S/N	Review Section	In what ways? (Specific examples/ clarifications)
1	<b>SUBJECT MATTER CONTENT</b> (shows good command and knowledge of subject matter; demonstrates breadth and depth of mastery; tries to develop a knowledge seeking behavior among students)	The teacher motivates students to peak their interest in the subject matter. The teacher had prepared an organized and detailed lesson plan.
2	<b>ORGANIZATION</b> (organizes subject matter; states clear objectives; emphasizes and summarizes main points; meets class at scheduled time; starts and finishes the lesson properly with an attractive warm up and a conclusive end- how the objectives of the lesson met/ what they have learned)	The teacher was very much time conscious as he entered the classroom in time. and had specific time period for every activities

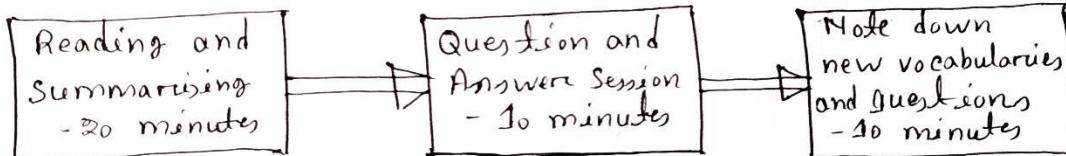
3	today) <b>RAPPORT</b> (holds interest of students, is respectful, fair, and impartial, provides feedback, encourages participation, interacts with students, shows enthusiasm, both teacher and students are ready for the class not only on subject matter but also in manner, etiquette and attitude)	He was very much able to hold the interest of the students through his communicative style of teaching. The teacher was well dressed and always had a smile on his face
4	<b>TEACHING METHODS</b> (uses relevant teaching methods, aids, materials, techniques, and technology; includes variety, balance, imagination, group involvement, encourages questions from students and responds with interest, is open to ideas; uses real life examples that are simple, clear, precise, and appropriate; stays focused on and meets stated objectives)	The teacher used whiteboard whenever he finds out any bullet points and elaborated them beautifully. His voice was loud and clear. He had spoken clear English.
5	<b>PRESENTATION</b> (establishes classroom environment conducive to learning; ensures learners' interests, maintains eye contact, uses a clear voice, strong projection, proper enunciation, and standard English)	He was fairly a good speaker. He used standard English and Bangla throughout the class.

#### MANAGEMENT

Was the time spent properly?

Yes. Definitely. The time period of 95 minutes spent with a good lesson plan and execution

What were the main stages of the lesson? What tasks and activities did the teacher do during each stage? (Optional: Draw a diagram to show main stages of the lesson and time spent on each)



#### CRITICAL EVENT (If took place)

Was there any 'critical event' in the lesson? (a point where communication broke down and there was a confusion). How did the teacher handle the situation?

One of the students asked a political question during the question and answer session. The teacher handled the situation smartly.

#### Strengths observed:

1. Great communication skills
2. Almost made everyone attentive towards the lesson
3. Has the ability to make the less interesting lessons interesting.

Suggestions for improvement:

1. Can conduct group activities for better understandings of the students
2. Take special care of the irregular and inattentive individuals
3. Take class tests on a weekly basis to evaluate every student.

Overall impression of teaching effectiveness:

The relationship between the teacher and the students was the key element in creating an educational atmosphere. The teacher was able to make a good impression on the students towards his friendly behaviour. Communication, collaboration, adaptability, empathy and patience all were present within the teacher during the class conduction. Other characteristics of effective teaching including classroom presence, value in real life learning were evident.

**Daffodil International University**  
**Department of English**  
**Internship on "Scenario of English Language Teaching in a Bangladeshi School / College "**  
**Checklist for Class Observation**

School / College: Zigatola High School  
 Teacher's Name: Mrs. Kaniz Fatema  
 Class: 08 Section: C No. of Students Present: 30  
 Course Title & Code: English 2nd Paper 102 Room No: 08  
 Peer Observer: Rahul Vasken Roy  
 Date and Time: 5 February 2023, 11.30 am

**Objectives of the lesson (as perceived):**

- i. To encourage the students writing a good paragraph
- ii. To teach the basics of writing a paragraph
- iii.

Were the objectives achieved and to what extent (in your view)?

The objective were achieved for a few extent, as the teacher didn't execute her lesson plan properly.

S/N	Review Section	In what ways? ( Specific examples/ clarifications)
1	<b>SUBJECT MATTER CONTENT</b> (shows good command and knowledge of subject matter; demonstrates breadth and depth of mastery; tries to develop a knowledge seeking behavior among students)	The students were respectful towards the teachers and everyone greeted her with smiles
2	<b>ORGANIZATION</b> (organizes subject matter; states clear objectives; emphasizes and summarizes main points, meets class at scheduled time, starts and finishes the lesson properly with an attractive warm up and a conclusive end- how the objectives of the lesson met/ what they have learned	The teacher entered the classroom in time. Greeted everyone and Asked the students about their homework

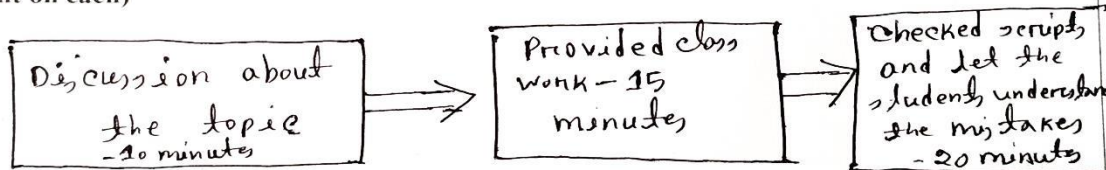
3	today) <b>RAPPORT</b> (holds interest of students, is respectful, fair, and impartial, provides feedback, encourages participation, interacts with students, shows enthusiasm, both teacher and students are ready for the class not only on subject matter but also in manner, etiquette and attitude)	The teacher encouraged every student to write a paragraph properly. During the task, she visited to every student to check their scripts
4	<b>TEACHING METHODS</b> (uses relevant teaching methods, aids, materials, techniques, and technology, includes variety, balance, imagination, group involvement, encourages questions from students and responds with interest, is open to ideas, uses real life examples that are simple, clear, precise, and appropriate, stays focused on and meets stated objectives)	She hardly used English during her class conduction. She hardly used white board. She used real life examples to elaborate
5	<b>PRESENTATION</b> (establishes classroom environment conducive to learning, ensures learners' interests, maintains eye contact, uses a clear voice, strong projection, proper enunciation, and standard English)	She was well dressed and maintained a smiling face throughout the class.

### MANAGEMENT

Was the time spent properly?

Definitely not. The teacher might have utilized the time in other ways.

What were the main stages of the lesson? What tasks and activities did the teacher do during each stage? (Optional: Draw a diagram to show main stages of the lesson and time spent on each)



### CRITICAL EVENT (If took place)

Was there any 'critical event' in the lesson? (a point where communication broke down and there was a confusion). How did the teacher handle the situation?

One of the students did multiple mistakes in his script. The teacher asked him to practice free hand writing

### Strengths observed:

1. Proper communication with eye contact
2. Proper idea about the objectives
3. Encourages critical thinking



Suggestions for improvement:

1. Would have been loud and clear
2. Could have used English during the lecture.
3. Would have come up with a better lesson plan
4. Would have taken extra care to the backbenchers

Overall impression of teaching effectiveness:

Has the ability to provide proper ideas about the lesson but has issues with interaction with all the students and lacks a proper lesson plan.

# Internship Certificate

Zigatola High School

Zigatola gov. staff quarters (school colony)

Dhanmondi, Dhaka 1209

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Dear Madam,

This is to certify that **Rahul Vasker Roy**, a student of Daffodil International University, ID: **192-10-2069**, has successfully completed three months of internship as his project work at our very own Zigatola High School. The teachers have been very much satisfied with his work. He has been able to manage positive feedback from students.

As an assistant teacher, Rahul is responsible, hardworking, and well-mannered. I wish him a very successful life ahead.

*Riaz*  
23.05.23

Md Riazuddin Forazi

Headmaster, Zigatola High School

May 13, 2023

# Internship Offer Letter



Faculty of Humanities  
and Social Science

Ref : Internship Placement//231

Date:28-01-2023

**Headmaster**

Zigatola High School

Address: Dhanmondi Road 2, Zigatola School Colony, Zigatola, Dhaka

**Subject: Request for Internship Placement**

Dear Sir,

We are happy to inform you that the Department of English at Daffodil International University (DIU) has been offering BA in English for the partial fulfillment of the requirement for the BA in English Degree, students are required to be placed in relevant organizations as interns to gather professional experience. The duration of the Internship is three months.

I would like to draw your kind attention that Rahul Vasker Roy, **ID Number:192-10-2069** has completed 111 credit hours in 37 courses from the Department of English. It would be highly appreciated if you could kindly allow him as an Intern at your esteemed organization.

Please feel free to contact me for further information if required.

With the best regards,

28.01.2023

**Dr. Liza Sharmin**

Associate Professor and Head

Department of English

Daffodil International University

Email: [headenglish@daffodilvarsity.edu.bd](mailto:headenglish@daffodilvarsity.edu.bd)



**Daffodil International University:** Daffodil Smart City, Ashulia, Dhaka, Bangladesh

Tel: +88 02 9138234-5, 48111639, 48111670, 01847140094, 01713493051, 01713493141, 01811458841, 01841493050

E-mail: [info@daffodilvarsity.edu.bd](mailto:info@daffodilvarsity.edu.bd), Fax: +88 02 9131947

[www.daffodilvarsity.edu.bd](http://www.daffodilvarsity.edu.bd)

# Zigatola High School



# Playground



## External View



# Class observation



# Group Activities





# Student Reviews

English language কিছু বুঝে  
 পরিমা। আর প্রকৃ  
 কোম্পানি জানি লাগে।  
 জানি না আমি কোম্পানি  
 পরিমা English, তুমি আমায়  
 চেষ্টা করছি। আমি যদি  
 আমাদেরকে বিদ্যে বিদ্যে  
 তাহলে আরোও ভালো হয়  
 আবশ্যিক।  
 Thankyou Sir-

প্রথমতে আমাদেরকে বিদ্যে  
 জানায় যে, যাও কৃষ্ণদেব  
 মর্মে আমাদেরকে অখাল  
 ভাল আমরা ক্লাস  
 নিজে। আমাদের ক্লাস  
 আমার খুবই লাগছে।  
 আমি খুবই মনো বুঝা  
 ম। কিন্তু আমার প্রকৃ  
 অধিকার হলো আমি এ  
 ইনিয়ে ক্লাস। তাই

আমাদের ক্লাস ভালো লাগে  
 আপনি অনেক কাজ  
 অনেক কিছু শিখতে পারি।

কড়া হলে বকরান না  
 মার দরুন আমাদের  
 মনোমাজ এখন এ  
 কিছু থেকে আর যা  
 কাজের প্রকৃ বকরান  
 মেনে উঠে রুপ। অন্য  
 বুকে উঠে দিনে তার  
 আর উঠে উঠে থাকে না  
 তাই এই দিনে দিনে  
 কড়া হলে এই আশা করি।

good, কিছু বুঝলে  
 যাতে, এটিতে যেখানে  
 যেখানে বুঝলে হই।

ক্লাস ভালো লাগে,  
 অবশিষ্টই ঠিক আছে