

Internship report on teaching practice at Crescent Kindergarten Girls High School

**Department of English** 

**Daffodil International University** 

2023



#### **Daffodil International University**

#### Dhaka, Bangladesh

Internship report on teaching practice at

Crescent Kindergarten Girl's High School

#### **Submitted By**

Rifa Sanjida

Id: 191-10-1994

#### Supervised by

Dr. Ehatasham UL Hoque Eiten

**Assistant Professor** 

Department of English

Daffodil International University

The internship Report submitted to the Department of English, Daffodil International University, for the partial fulfillment of Bachelor of Arts (BA)

Degree in English

## **DECLARATION OF THE INTERN**

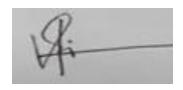
I affirm that the project work titled "Teaching Practice at Crescent Kindergarten Girl's High School," which has been submitted to the Department of English at Daffodil International University, is an authentic piece of work completed by me under the guidance of Dr. EhatashamUl Hoque Eiten (Assistant Professor) from the Department of English at DIU. This project work is being submitted as partial fulfillment of the requirements for the degree of B.A (Hon's) in English, specifically for the course project paper with internship (ENG-431). The findings presented in this project have not been previously submitted to any other university or institute for the purpose of obtaining a degree or diploma.

Rifa Sanjida

ld: 191-10-1994

# **Supervisor's Certification**

I hereby confirm that Rifa Sanjida (ID: 191-10-1994), a student of the Department of English at Daffodil International University, has satisfactorily completed the internship report titled "Teaching Practice at Crescent Kindergarten Girls High School" under my guidance. To the best of my knowledge and based on her declaration, the report appears to be genuine and has been prepared solely for academic purposes. Ms. Sanjida carried out her work under my supervision during the Spring-2023 semester. I grant her permission to submit the internship report, and I extend my best wishes to her for success in her future endeavors.



Dr. EhatashamUl Hoque Eiten

**Assistant Professor** 

Supervisor

Department of English

**Daffodil International University** 

#### **ACKNOWLEDGEMENT**

First and foremost, I would like to express my gratitude to Allah for providing me with the opportunity to complete my internship work within a remarkably short timeframe. I am immensely thankful to the English Department at Daffodil International University for granting me the invaluable experience of real-world teaching and allowing me to successfully accomplish my internship report.

My deepest appreciation goes to my esteemed internship supervisor, Dr. Ehatasham Ul Hoque Eiten, for assigning me this internship work and granting me permission to present this report. Without his unwavering guidance and constructive consultations, the entirety of this internship project would not have been a success.

I would also like to extend my thanks to Abul Kalam Azad, the Headmaster of Crescent Kindergarten Girls High School, and the other teachers for their warm welcome and for granting me the opportunity to observe and conduct classes across different grade levels. I am grateful to the students of classes 7, 8, and 9 who attended my classes and provided assistance in managing various aspects of the teaching process.

Last but certainly not least, I would like to express my heartfelt appreciation to my friends who generously shared their experiences and provided the necessary information to assist me in preparing my project. Their support has been invaluable throughout this journey.

#### **ABSTRACT**

This report is based on my accumulated experience leading a teaching-focused class. In addition to chairing some classes, I noticed that three other classes found efficiencies and difficulties while other teachers joined their classes. During this internship, I worked This report is based on my accumulated experience leading a teaching-focused class. In addition to chairing some classes, I noticed that three other classes found efficiencies and difficulties while other teachers joined their classes. During this internship, I worked on skills, knowledge, challenges, teaching and learning styles, observation, assessment, feedback, evaluation, and more. The purpose of this report is to test methods, materials and techniques applied in language teaching. For this purpose, I am interning at Crescent Kinder Garten Girls High School. The study also made recommendations based on the findings. The experience I gained from the anatomy lessons helped me learn well and familiarize myself with the techniques needed to be a good tutor. All in all, the lessons on how to complete a project, the layout and steps I had to follow and how to teach so many students and more, my instructor's help gave the confidence and necessary knowledge for which I will always be grateful. Finally, I must on skills, knowledge, challenges, teaching and learning styles, observation, assessment, feedback, evaluation, and more. The purpose of this report is to test methods, materials and techniques applied in language teaching. For this purpose, I am interning at Crescent Kinder Garten Girls High School. The study also made recommendations based on the findings. The experience I gained from the anatomy lessons helped me learn well and familiarize myself with the techniques needed to be a good tutor. All in all, the lessons on how to complete a project, the layout and steps I had to follow and how to teach so many students and more, my instructor's help gave the confidence and necessary knowledge for which I will always be grateful. Finally, I must admit that I had a pleasant experience during these 3 months of exploration.

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#### 1.1 Background

I am Rifa Sanjida,a student of the Department of English in Daffodil International University. As a requirement of my four years honor's degree, I did my Internship in Crescent Kindergarten Girls High School.

Internships are temporary work opportunities or experiences that are offered for a limited period of time. In the education curriculum of Bangladesh, internships are included to provide students with full-time engagement in real school situations for a duration of three months. They serve as a means to deepen the understanding of concepts learned through formal education by applying them in practical settings. Internships are carefully monitored work experiences that aim to facilitate international learning goals for individuals.

It is widely recognized that English is an international language and plays a crucial role in our education sector. In Bangladesh, English is taught as a second language. While many people learn English from young age, they often struggle with using the language correctly. The importance of English is known to everyone to some extent. However, unlike larger countries such as China, Russia, Colombia, etc., our country's reliance on English is significant. Therefore, it is essential for us to have a strong command of the English language. Unfortunately, the institutional teaching of English in schools and colleges in our country is regrettably inadequate. I personally attended and observed three classes. It is to be said that the quality of not only the students but also the teachers were very upsetting. I learnt many things from thime experience. I would love to implement all these in my career. Therefore, this program is specifically designed to provide science students with an opportunity to share their knowledge with learners and conduct action research or case studies as a culmination of their internship experience. During the internship period, student teachers assume a dual role as both learners and teachers. The following activities are involved throughout the internship:

- 1. Maintaining a school diary, which is an integral part of the internship activities. Maintain a school diary which is an important part of internship activities.
- 2. Recording daily activities in the school, starting from the morning assembly to classroom interactions until the end of the school day.
- 3. Preparing lesson plans. Lesson plans are essential for systematic teaching and hold great importance for teachers.
- 4. Conducting critical analysis of the syllabus and textbooks.

5. Implementing formative evaluations, such as unit tests, to assess student progress.

# 1.2 Objectives

- 1. Gaining insights into the current state of English teaching in schools.
- 2. Understanding the crucial status of the English subject within the school curriculum.
- 3. Observing and familiarizing myself with innovative techniques, strategies, and ideas employed in the classroom.
- 4. Assessing the impact of employing technical approaches on the learners.
- 5. Acquiring knowledge about non-traditional methods of schooling.

#### 12.1 Methodology

The methodology employed in this project consisted of the following steps:

- 1. I chose my own school for this project because I had completed my SSC (Secondary School Certificate) there, which meant that I was familiar with the teachers and staff, and they were familiar with me. This created a friendly environment that facilitated my work. The teachers and staff at the school were extremely helpful, making it easier for me to carry out my tasks. Furthermore, it provided me with a valuable opportunity to return to my alma mater.
- 2. I selected three classes: seventh, eighth, and ninth grade. I then observed three different classes taught by different teachers. To ensure thorough documentation, I diligently followed the checklist provided by my supervisor, taking detailed notes on each specific class.
- 3. Subsequently, I planned my lessons for teaching the students. I prepared adequately and conducted the classes according to my lesson plans. As a newcomer in this teaching situation, I made every effort to make the classes were engaging and interesting. I maintained my motivation throughout the process and made notes after each class session.

#### 13.1 Institution details

**Institution name:** Crescent Kindergarten Girls High School.

Location: kalitola, Dinajpur 5200.

Established: 1980

**Number of Academic and Administration Building:** 5

**Number of classrooms: 20** 

**Number of students: 850** 

Number of teachers: 35

**Teacher Qualification:** BA/B. Sc: 25

MA/MSc: 10

Uniform: White kameez, white pant and navy-blue scarf.

Extracurricular activities: Sports, cultural program, math competition, debate, Quran

competition, poetry competition etc.

**Others:** As there are a large number of students, they have an extra large playground.

#### 14.1 Class observation 1

Following my supervisor's guidelines, I proceeded to observe a minimum of three classes. For my first observation, I attended an English class taught by Mr.Khalekuzzaman Khalek for Class Nine's English First Paper. Prior to the lesson, I had a conversation with the English teacher, requesting permission to observe the class. He graciously allowed me to do so and introduced me to the students.

The class began at 9:30 am, and I entered the classroom at 9:34 am. My presence sparked curiosity among the students, and some of them recognized me as well. Before my arrival, the teacher had already completed the attendance procedure, and there were 38 students present, which was an average attendance rate. The teacher introduced me as an ex-student and explained my purpose for being there.

The duration of the class was 45 minutes, and the teacher promptly started the lesson, with the students ready with their pens and notebooks. However, I noticed that a few students had forgotten to bring their textbooks, and the teacher didn't pay much attention to it initially. Once he began reading from the textbook, he realized that two or three students in the front row didn't have their books. Consequently, he wrote down some challenging words on the whiteboard and took five minutes to emphasize the importance of bringing textbooks to class.

The teacher managed to complete the reading portion within approximately 22 minutes, which felt slightly rushed to me.

#### 14.2 Class observation 2

Subsequently, I progressed to observe the alternate class, which was also eighth- grade class tutored by Mrs. Farjana Afrin. The class commenced at 1:00 p.m. and concluded at 01:30 p.m. The assignment concentrated on working model questions related to ethnical people in Bangladesh. Mrs. Afrin had established the following objects for the class:

1. To enable scholars to learn a new vocabulary from the passage.

- 2. To give practice for all types of questions, including true/ false, matching tables, answering questions, and rearranging rulings. She followed a successional approach. They can practice all the questions according to sequence like true/false, matching table, answering questions, rearranging etc. First of all, she briefly gave an essence of the passage.
- 3. She began by furnishing a brief overview of the passage, and also progressed to ask the scholars questions to answer. The scholars were instructed to read the passage precisely. I observed that all of Mrs. Afrin's objects effectively achieved during the class.

#### 14.3 Class observation 3

Finally, I observed the third class, which was seventh-grade class taught by Mr. Toukir Rahman. The class commenced at 02:00 p.m. and concluded at 02:30 p.m. Initially, the teacher instructed the students to settle down quietly as they had been engaged in a play and gossip within the class. Following that, he wrote the topic of the class on the board, which focused on the correct form of verbs. Mr. Rahman conducted the class as a revision session prior to an exam. He maintained a consistent eye contact with the students and delivered the lesson with enthusiasm.

Mr. Rahman had a warm and welcoming smile, which helped the students to maintain their focus during the class. Despite variations in the students' understanding levels, he assigned them the task of solving exercises related to verbs from the textbook. Finally, after checking the students' classwork and their diaries, he concluded the class.

# 15.1 Teaching experience

#### 15.1.1 Class 1

Class nine number of students: 38

Time: 45 minutes

Topic: Mount Everest (English 1st paper)

Topic	Time	My activities	Students activities
Introduction	5 minutes	I told them my	The students
		brief bio and my	inquired about my
		goals there and	university and an
		asked about them.	educational
			background, and
			in turn, they
			shared
			information about
			themselves one
			by one.
Short idea about topic	5 minutes	I gave them brief	Students listen
		concept of Mount	attentively.
		Everest and some	
		climbing stories on	
		it its apex.	

Vocabulary	13 minutes	I wrote a few words	The students
and question		on the board for	diligently
answer		them to understand	performed their
		the meaning and	tasks, taking
		also answered a	notes of the
		short question in	vocabulary,
		the practice book	answering
		and asked them a	questions, and
		few words so that I	addressing their
		could see if there	pronunciation
		was a problem with	issues.
		the quoted	
		pronoun can solve.	
Feedback	5 minutes	I provided	The students
reedback	3 minutes		
		feedback and	attentively listened
		addressed any	to the instructions.
		concerns or	
		difficulties the	
		students had.	
24	. 1 1 1 1	1 '1' 1'	1 1 1 1 (6 1

My experience as an intern teacher was undeniably enriching, rewarding, and delightful. It involved hard work, but I started by sharing a brief introduction about myself and explaining my purpose to the students. I also took the opportunity to learn more about them.

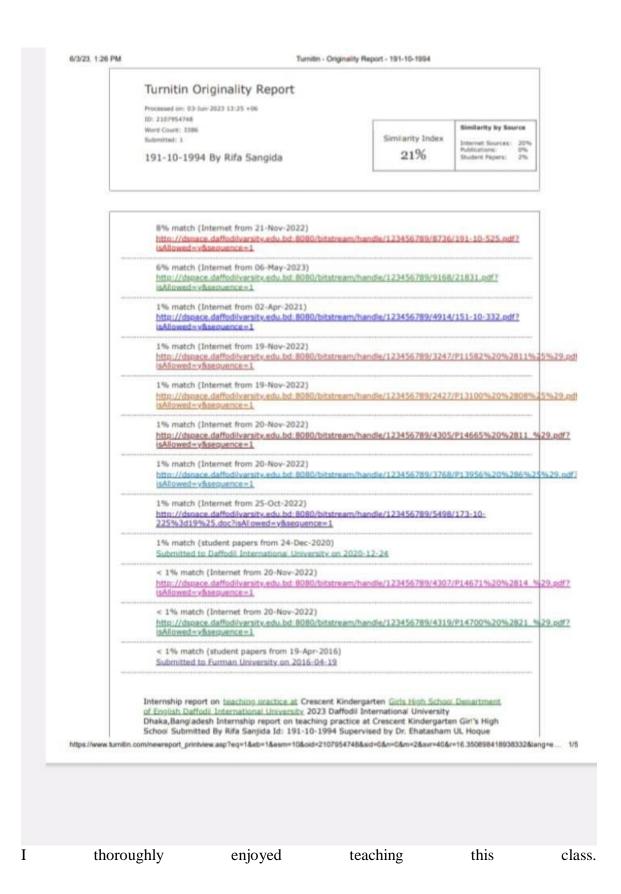
Following all of my observations, I prepared a lesson plan for the next day. I felt a mixture of nervousness and excitement, as it marked my first-ever teaching experience.

#### 15.1.2 Class 2

I was originally veritably nervous, but over time, it came lightly and more pleasurable. The first and alternate classes were with the ninth grade. The class started at 9:30 am. When I entered the classroom, all the scholars stood up, but I asked them to sit down. It was my first time tutoring a class. To begin, I introduced myself and asked the scholars for their names and where they lived. Since it was my own academy, I was familiar with every area, which helped us bond snappily. The content of the day was" Mount Everest." I handed a brief overview of the mountain and also started reading a passage. To insure better understanding, I read the passage line by line and offered simpler explanations. After finishing the reading, I introduced some vocabulary words and had the scholars write them down in their scrapbooks. We also worked on a many short objective questions, although due to time constraints, I could not cover all the practice material. ultimately, I concluded the class. Despite my stylish sweats, it was challenging to manage the entire class because of the large number of scholars.

#### 15.1.3 Class 3

Initially, I introduced myself to the students and then proceeded to ask for their names and their life goals. Following that, I commenced the class by explaining the definition, structure, rules, and providing examples of the correct forms of verbs. To engage the students, I prepared individual question cards with different stories and distributed them. I instructed the students to identify and correct the verbs within those stories. They were given approximately 12 minutes to complete the task. Additionally, I encouraged them to construct new sentences using the correct verbs. Afterward, I reviewed their scripts and provided feedback. With that, I concluded my second class, during which I encountered some restless yet amusing students whose delightful actions brought a smile to my face. Overall,



## 16.1 Overall Findings

During my observation, I discovered that our school places significant emphasis on English language teaching. This was evident from the fact that four teachers had recently completed their training in English language teaching, and an additional two teachers were currently undergoing training. Time management was also a priority for them, as they consistently entered the classroom promptly. However, I had reservations about their teaching methodology, as it exhibited certain shortcomings. One such issue was the frequent use of the native language by the teachers during instruction.

#### 7.1 Recommendations

Based on my observations, I would like to propose some suggestions for the improvement of English language teaching. Firstly, teachers should adopt a more motivational approach to encourage students in their English language learning journey. It is crucial for them to refrain from using the native language within the English classroom setting.

Furthermore, greater emphasis should be placed on enhancing the students' English pronunciation skills, as they currently struggle in this aspect and require assistance. It is important for teachers to shift their focus from solely attending to the students seated in the front row and extend their attention to the backbenchers as well.

Additionally, it is commendable that teachers encourage students to bring their textbooks to class. However, incorporating practical materials or games related to the topic would greatly enhance the effectiveness of the learning process, moving beyond mere textbook-based teaching. The provision of multimedia classrooms would be beneficial in developing English language skills. Furthermore, there should be an expansion in the availability of English courses within the school, along with the establishment of a language lab to support students' language development.

To promote English proficiency, it would be advantageous for the school to organize English speaking competitions. These initiatives would foster a more immersive and engaging learning environment, leading to enhanced language skills among the students.

#### 8.1 Conclusion

Teaching in a school for the first time was an invaluable experience that allowed me to gain practical insights into classroom instruction. This project provided me with a genuine understanding of the realities of English language teaching in a Bangladeshi school. I would like to extend my heartfelt appreciation to my supervisor, Dr. Ehatasham Ul Hoque Eiten, for his unwavering support and guidance. I consider myself fortunate to have had the opportunity to complete my project under such a dedicated and knowledgeable mentor.

The entire journey of my internship proved to be highly informative and educational. Through my project work, I acquired a wealth of knowledge and learned numerous valuable lessons.

#### 9.1 Appendices 1

- 1: class observation Checklist Appendices
- 2: Certificate of Internship Appendices
- 3: Photographs

#### 1. Class observation checklist

#### **Daffodil International University**

#### **Department of English**

# Internship on teaching practice at Crescent Kindergarten Girl's High School

#### "Checklist for class observation

School/College: Crescent Kindergarten Girl's High School.

Teacher's Name: Mr. Khalekuzzaman Khalek

Class: 9

Course Title: English 1st paper

Objectives of Lesson (as perceived):

- I. Having short story time related to the upcoming lesson
- ii. Introduction of the essay, reading and criticizing
- iii. Practice words and questions

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

The class stood out to be a success. The teacher was able to describe his words which led to the

learner's understanding without any difficulty. The rules were short, simple, and very effective

to use within a few seconds in exam halls. The students were giving their 100% attention as

well. Overall, in my view, the objective achievements were exceptionally fulfilled

#### 1. Subtitle Matter content

The teacher was brilliant at utilizing some

Commendable words and provided easy-to-use rules for the better understanding.

#### 2. Organization

organizes subject matter; states clear

objectives; emphasizes and summarizes

main points, meets class at scheduled

time, starts and finishes the lesson

properly. He goodly sustained the class time and divided the junction of his said topic via short and long practice and discussion.

#### 3. Teaching method

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 educator writes down the rules of his said topic on the blackboard and taught the students via group discussion or a small group class competition.

#### Management

#### Was the time spent properly?

The time was devoured correctly and attentively.

# 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) Hellos > Short intro of the topic > long

Discussion > Involving students questions > composing the rules On-

place practice session

#### **Strengths observed:**

1. Good command of words and the subjects.

- 2. Knowing how the students want to be taught.
- 3. Maintaining his duration properly.
- 4. Rehearsing.

#### **Overall impression of teaching effectiveness:**

It was a great venture with the teacher and students trying to understand and learn a topic without

having any lethargy. The class was overall promising.

#### **Daffodil International University**

#### **Department of English**

**Internship on teaching practice at** 

#### Crescent Kindergarten Girl's High School

"Checklist for Class Observation"

Institution Name: Crescent kindergarten Girl's High School

Teacher's Name: Mrs. Farjana Afrin.

Class: 6

Course Title & Code: English for Today Room

Objectives of the lesson (as perceived):

- i. Having short story time related to the upcoming lesson
- ii. Introduction of the essay, reading and criticizing

iii. Practice words and questions

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

The class went with relaxation. The teacher expressed his thinking well along with the

students didn't hesitate to implore their own thoughts and questions about the lesson. The time

#### **Daffodil International University**

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#### Internship on teaching practice at

#### **Crescent Kindergarten Girl's High School**

#### "Checklist for Class Observation

Institution Name: Crescent Kindergarten Girl's High School

Teacher's Name: Mr. Toukir Rahman

Class: 7

Course Title & Code: English 2nd paper Objectives of the lesson (as perceived):

- i. Introducing the grammar topic
- ii. Explaining and teaching easy-to-use schemes
- iii. Having an on-set short class test

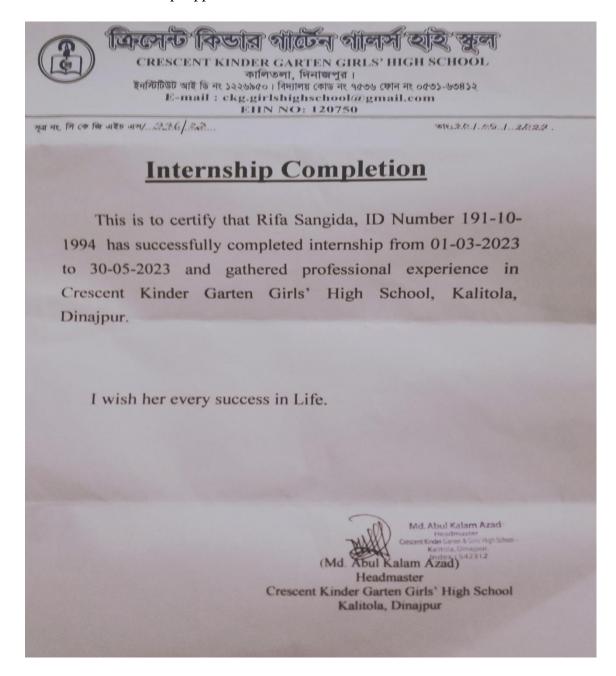
Were the objectives achieved and to what extent in your view?

The subject was easy yet critical for the students. But the teacher was able to educate the

Students was utilized properly without having any trouble because of the short and mark rules he had written.

# 9.2 Appendices 2

Certificate of Internship Appendices



# 9.3 Appendices 3 Photographs





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