

Internship Report on

My Internship Experience as an English Teacher at 'Rancha Ruhitpur HighSchool'

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(A report submitted to the Faculty of Humanities and Social Science in Partial fulfillment of the Requirements of degree of Bachelor of Arts in English)

Submission Date: 02nd June, 2023

Daffodil International University Daffodil Smart city, Dhaka, Bangladesh

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Declaration of the Intern

I hereby declare that the internship report 'My Internship Experience as an English Teacher at 'Rancha Ruhitpur High School' submitted to the Department of English, Daffodil International University is a Genuine record of my original work under the supervision of Mr. Mahmudul Hasan, Lecturer, Department of English, Daffodil International University. I also state that the internship report has been submitted in the partial fulfillment of the award of the degree B.A. (Hons) in English for the course project paper with internship (ENG431). It has not submitted previously toward any other degree or diploma or any other institutions. I only use this report to fulfill the requirements of my B.A. (Hons) degree and my report does not contain any copyright issue.

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Akib Imtiaz

ID:192-10-2083

Batch: 47

Department of English

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Certification of the Supervisor

This is to clarify that the Internship report submitted to the Department of English, Daffodil International University conducted by Akib Imtiaz, ID 192-10-2083 student of Daffodil International University for the completion of the course Project Paper with Internship (course code: ENG 431) in the program of B.A. (Hons) in English. He completed his work under my supervision during Spring-2023 semester. For the internship process he has chosen 'Rancha Ruhitpur High School' and successfully completed his duty as an English Teacher. He is now capable of presenting the Internship report. He completed the report by following my direction.

Mr. Mahmudul Hasan

Mahmad

Lecturer of English

Faculty of Humanities and Social Science

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Acknowledgements

I am delighted and pleased at the same time that I finally completed my project report 'My Internship Experience as an English Teacher at 'Rancha Ruhitpur High School'.

Firstly, I am thankful to Almighty Allah for blessing me with the opportunity to complete my internship successfully. I also want to show my gratitude to the authority of department of English, Daffodil international University for giving me the opportunity to perform my internship in School. I also obliged to my respected supervisor Mr. Mahmudul Hasan, Lecturer, Department of English, Daffodil International University who guided me directed me and delivered me valuable commands to finish the report. Lastly, I also grateful to the headmaster of 'Rancha Ruhitpur High School' Md. Rafiqul Islam and other respected teachers who gave me the opportunity to complete my internship in the school.

Abstract

My internship in 'Rancha Ruhitpur High School' on 'My Internship Experience as an English Teacher at 'Rancha Ruhitpur High School' has been accomplished by conducting almost fifty classes and observing several classes of different teachers. This report contains my brief teaching experience. During the internship period I had to experience several things. I observed the internship process using skills, knowledge, challenges, teaching and learning methods, assessments, feedback and other criteria. The objectives of this report highlight both the instructional strategies used by the instructors as well as their teaching techniques. The study has offered some suggestions that can aid identifying the strengths, weakness, performance, academic curriculum, opportunities, facilities of the observed teachers and the institutions.

Key Words:

Skills, knowledge, challenges, methods, assessment, feedback, experience, recommendations.

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1.1 Introduction

I am Akib Imtiaz. Currently, I am studying in Department of English, Daffodil International University. I completed internship in 'Rancha Ruhitpur High School' from February 1st to April 30th. Personally, my ambition is to be a teacher throughout my academic life. For this Profession, I have chosen English Language and Literature and finished courses with sincerity and dedication during my honors degree. Beside my ambition, I knew the demand of English in today's world. Most of the students are interested to improve their English language proficiency. But the outcome is not satisfying. I hope my internship report would helpful to those who wish to pursue a teaching career that I developed while working at the school and ends with some recommendations.

Objectives

Background

Internship is an excellent opportunity to get the real experience before starting professional career. I chose 'Rancha Ruhitpur High School' to complete my internship under the course tittle Project Paper with Internship (ENG431) which is part of my course of B.A.(Hons) in English. I worked in the institution as an English teacher for three months. This helps me to perceive formal education practices provide by institutions in countryside of Bangladesh. I am lucky enough to get the chance to take almost fifty classes in the institutions.

Objectives of the Internship

The primary goal of this internship is to provide the experience as an English Teacher of a school. The objectives of the internship are given below.

- To search the impact of teaching approach on students.
- To learn how to implement techniques of language teaching in an actual class room.
- To know the academic performance of 'Rancha Ruhitpur High School'.
- To observe classes to understand the teaching profession and gather confidence.

3.1 Methodologies

Selection of the Institution:

I had to wait for a month to select the institution. It is the most difficult task before starting internship. I discussed with my honorable supervisor about the matter. After knowing my career goal, he suggested me to complete my internship in a school as I want to be a teacher. Then, I dropped my CV for the internship in several high school in my area. Finally, one school showed interest which is 'Rancha Ruhitpur High School' and I started my internship.

Recommendation from the Department:

After selecting the institution, I collected the recommendation letter from department of English and submitted it to the Headmaster of 'Rancha Ruhitpur High School'.

Class Observation:

After starting my internship, I got the chance to conduct almost fifty classes. I also observed several classes of senior teachers. I observed the way they too classes and controlled the students. I got different types of students in my classes. Some of were very brilliant and attentive, some were irregular, inattentive. But, all of them were well mannered and respect their teachers.

Data Collection:

From my observing experience, I learned the tricks and rules for effective class for students. I studied according to their syllabus before taking further classes. During class time, I divided the class into several parts and created lesson plans for every classes. The lesson plans contained teaching, interesting game, student's feedback.

Organization Details

4.1 School Details:

Name: 'Rancha Ruhitpur High School'

Location: Kathakali, Munshiganj Sadar, Munshigonj

Email: rrhsc111135@gmail.com

Year of Establishment: 1970

Number of Teachers: 18

Record Keeper: 5

Number of Students: 700

Section: Section **A** and **B** for the students of Class 6 - 8.

Science, Humanities and Business Studies sections for class 9 - 10.

Financial Issues: Students Tuition fees, Government funded and donation.

Teacher's Qualification: According to the policy of Education Ministry

Curriculum: National Curriculum and Textbook Board.

School Management:

Mr. Al Hajj M. Shahjahan Gazi

Chairman of school managing committee, Rancha Ruhitpur High School.

4.2 School Summary:

Rancha Ruhitpur High School was founded in 1970. It is situated in a village called Rancha which is far from Munshigonj Sadar town. It has a large two stored building with enough rooms for all the classes. The building also contains two office room and o large room for all the teachers. There is a digital room for all the programmes and extra curriculum activities. Besides, the school has a huge playground for the students to play.

The school activity starts after completing the assembly on the ground. Every month the students go through a monthly test examination for all the subjects. All the class have sufficient materials to conduct class. The authority and teachers are very strict to get the best outcome from students.

Internship Activities

Class observation Details:

Summary of some classes which I observed.

5.1 Class Observation 1

I have got the opportunity to observe the first class of a senior English teacher on February. The class was 45 minutes long. He conducted the class of 9. The teacher gives a motivational speech to the students of class 9 before starting the class. Then, he started the class by introducing a grammar topic named 'Tag question' which was a new topic to the students. He spoke loudly and sharp while giving the lecturer. Some students were very attentive, some were not pay attention. But the teacher was very friendly and amusing to get everyone's attention.

Strengths observed:

- Transparent about lesson
- loud and sharp voice

Weaknesses:

- not useful for all the students
- not applicable for everyone

5.2 Class observation 2

The second class was the next day which observed. This time I observed another senior teacher's class who conducted the class of 10. He started the class with big smile in his face. The students were quiet and listened lecture attentively. The teacher was reading an article about Bongo Bondhu from the English first paper book. After a while, some students started gossiping. Then, the teacher shouted to students. The teacher was very sincere but the students did not pay the attention.

Strengths observed:

- Started the class with positive vibe.
- · Some students were attentive.

Weaknesses:

- Students did not know aware about vocabularies.
 - Some students were not attentive.

5.3 Class observation 3

The third class of my class observation was with the very first teacher. But this time the class was 6. The students were very polite and attentive. The teacher was the class teacher. So, he started the class after taking attendance. The teacher gave lecture from chapter two: little things. All the students followed their teacher with the book on table. But they did not understand the meaning of some new words.

Strengths observed:

- The students were attentive
- Teacher can control the class
- Lesson was understandable to students

Weakness:

 Students did not understand some meaning

5.4 Class observation 4

The fourth class of my class observation was with the very first teacher. But this time the class was 7. The students were very polite and attentive. They were curious too. As they did not get a class with two teachers. The honorable teacher conducted the last class of the day. So, he started the class after taking attendance. The teacher decided to teach Suffix and prefix. All the students followed their teacher with the book on

table. They all were attentive while the teacher giving lecture. Though Some students did not answer questions.

Strengths observed:

- The students were attentive.
- Teacher can control the class.
- Lesson was understandable to students.

Weaknesses:

- Students did not understand some meaning
- · Lack of confidence

5.5 Class observation 5

The fourth class of my class observation was with the very first teacher. But this time the class was 8. The students were attentive. They were curious too. The honorable teacher started the class after taking attendance. The teacher decided to teach Articles. All the students listened their teacher and wrote important rules. They all were attentive while the teacher giving lecture. Though Some students did not write.

Strengths observed:

- The students were attentive.
- Teacher can control the class.
- Lesson was understandable to students.

Weakness:

Some Students did not do class activities.

Teaching Experience

6.1 Summary of Three Months Experience:

It was an honor and lifetime experience to be part of such institution. First few days, I observed several class of senior teachers. After observing few days, I finally started conducting classes. Teachers and students were very friendly and supportive. Honestly, I was nervous before conducting class. But, the honorable teacher's advice helped me to get over thesituation.

6.2 Class experience 1

Lesson Plan:

Class: 6

Subject: English

Lesson: chapter 3 'Future Lies in Present'

Duration: 45 minutes (11.00-11.45am)

Time	Task	Teacher- student activities	Evaluation
5 minutes	Introduction	Both Teacher and students introduce themselves	Help to know each other. It breaks the ice between teachers and students
20 minutes	Reading from textbook	Giving lecture with real life examples	Getting idea about new words
15 minutes	Writing session	Students write example by their own. Teacher observes the whole class	Brain storming helps students to think out of the box
5 minutes	Feedback and finish the class	Giving students homework and asking them if they have any question	Understand the topic clearly

I was very nervous before my first class as a teacher. I went to the class on time. Students were confused after seeing me because they did not know me. Then, A senior teacher named Delip Kumar Hazra introduced me to them and asked them to introduce themselves too. They were very happy to a new teacher. I was not prepared enough before the first class. So, I decided to teach them from their text book. I asked them to give me their English textbook. Then, I gave lecture from chapter three 'Future Lies in Present'. To make the lesson interesting, I gave real life example to them which they liked eventually. Finally, I finished the class on time by giving them home work for the next class.

6.3 Class Experience 2

Lesson Plan:

Class: 8

Subject: English

Lesson: what is Sentence? Kinds of sentence.

Duration: 45 minutes (11.45 12.30-pm)

Time	Task	Teacher- students Activities	Evaluation
5 minutes	Introduction	Both Teacher and students introduce themselves	Help to know each other. It breaks the ice between teachers and students
20 minutes	Grammar topic: Sentence	Giving lecture with real life examples	Getting idea about sentence
15 minutes	Writing session	Students write example by their own. Teacher observes the whole class	Brain storming helps students to think out of the box
5 minutes	Feedback and finish the class	Giving students homework and asking them if they have any question	Understand the topic clearly

It was the first class with class 8.but, they saw me before. I introduced myself and asked them to introduce themselves with their hobbies. They were truly excited. After the introducing part, I asked them about sentence to know their current knowledge in English. Sadly, no one could answer. Then, I started giving lecture from the surface level. This time I was not nervous because I was prepared enough to deliver lecture. I gave them Bengali example first. So that, they can connect with the thing. My lecture about sentence divided into three parts based on three WH question (what, why, how). If students do not know the first two, they won't be interested in for the third question which is how to do it. So, I tried my best to give lecture according to three question and they took it positively. Then, I end the class by giving them home work.

6.4 Class Experience 3

Lesson Plan:

Class: 7

Subject: English

Lesson: Parts of Speech

Duration: 45 minutes (11.00-11.45am)

Time	Task	Teacher-Students Activities	Evaluation
5 minutes	Creating classroom environment	Students welcome teacher and teacher ask about everyone's health and mind	Building relation between students and teacher
15 minutes	Parts of Speech	Introduce students with parts of speech	Getting idea about noun, pronoun and verb
10 minutes	Group discussion	Teacher observing the class and students learn new noun, pronoun from each other	Improving vocabulary with new words
10 minutes	Team game	Teacher divides the class into three group and gives point to each group if the answer correctly	Engaging students and they learn to work as a group
5 minutes	Review and finish the class	Giving students homework and asking them if they have any question	Understand the topic clearly

This was my third class with class 7. So, I already introduced with them. After entering the class, I interacted with them to get their attention. I do not believe that shouting to students. Rather, few interesting words can silent the whole class with their attention. Then, I started to give lecture about parts of speech. First, I gave them Bengali examples. So that, they can understand the thing before memorize. As I said before, my lecture divided into three parts based on three WH question (what, why, how). If students do not know the first two (What, Why), they won't be interested in for the third question which is 'How' to do it. So, I tried my best to give lecture according to three question and they took it positively. Then, I gave them class work and divided them into three groups. Then, I asked three questions to each group and giving them marks according to the answer. They actually enjoyed the Team game part. Then, I end the class by giving them homework.

6.5 Learning from Internship:

During my Internship, I learned several things which a teacher needs to acquire .I learned how an institution runs activities, how colleague maintain their relationships, how to treat students. I also learned to maintain time .I had no idea about examination activities. After starting the internship, I learned how examination committee works. I learned to give lecture as I conducted almost fifty classes. So, it was a great learning phrase of my life. Skills I have achieved from my internship are given.

Communication Skills:

I developed my communication skill during my internship as I had to take classes and interact with senior teachers.

Time Management Skills:

Time management is very essential in every sector. During internship, I had to take classes on time as the school is very aware about time management. Through this practice, I developed my Time Management Skills.

Overcome the Fear of Public Speaking:

I was very afraid about public speaking before starting my internship. But, I overcame the fear as I conducted fifty classes with students during internship.

Developed My English Fluency:

I conducted most of the classes in English. It helped me to developed my fluency in English with proper pronunciations.

Creativity:

I had to teach many English Grammar topics. That time, I gave real life examples to students. So that, they can relate with the things. It helps me to develop my creativity.

Problem solving:

As I had to deal with lot of students, I faced many problems. By solving problems with students, I gained the problem solving skills.

Stress Management Skills:

During my internship period, I had to do several things as a teacher. Teaching is respectful and stressful job at the same time. From Lesson plan to taking feedback, I went to go through severe stressful situation. But, I managed every situation successfully and built Skill management skills.

Confidence:

I was very nervous before starting the internship. But, My confidence grew up with the time being. Taking almost fifty classes helped me to bring conference on me.

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7.1 Observations and Findings

Use of English Language:

English is not a native language for Bangladeshi people. But it has huge importance in today's world as it is widely used in the world. The methods and materials used in school is not enough to be fluent. I found students who are very interested to learn.

Teacher Facilities:

Teachers are friendly and helpful when students need any help. Students can ask any questions to teachers without any fear.

Environment:

The school located besides huge agriculture field which gives a peaceful environment.

Co- Curricular Activities:

The students actively participate all programs and perform songs, dances and other extra curriculum activities in our important national days.

Classroom Facilities:

The school has enough classroom to conduct all the classes.

Recommendations

8.1 Recommendations for the School:

- The school should develop infrastructure to control outsiders in the school campus.
- Teachers need training
- · Library facilities should be increased for students

8.2 SWOT Analysis of Myself:

Strengths:

- · Class controlling ability
- · Loud and clear reading in English
- Enjoying to teach
- Friendly towards students

Weaknesses:

- Cannot memorize everyone's name in the class
- · Need to increase vocabulary

Opportunities:

- Have the opportunity to get more training
- · Opportunity to build career as teacher

Threats:

- Not easy to build career as teacher
- Have not complete my graduation yet.

9.1 Conclusion

I started my internship at Rancha Ruhitpur high School as teaching is my career goal. At first, I was excited to teach. After starting to take classes, I found the difficulties in this profession. From controlling students to make lesson understandable to students is quite difficult task. I tried my best to highlight the whole activities of my teaching at Rancha Ruhitpur high School. If there is any fault in the report is nothing but the incapacity of my knowledge and caliber. Although, this internship experiences will help me to construct my future career.

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11.1 Appendices

Lesson Plan:

Lecture 1

Class: 6

Subject: English

Lesson: chapter 3 'Future Lies in Present'

Duration: 45 minutes (II.00-11.45am)

Learning Objective:

- Giving idea about the chapter
- Getting idea about new words
- Ideas about noun

Teaching Materials:

- Textbook
- White board
- Marker
- Desk

Introductory Part: (5minutes)

• Greetings between teacher and students

Student-Teacher Activities: (35 minutes)

- Pleased with examples
- Fearlessly ask any question to teacher
- · Discussion from the text

Evaluation: (5 minutes)

Feedback from students

Lecture 2

Class: 9

Subject: English second Paper

Lesson: Suffix and Prefix

Duration: 45 minutes (11.45-12.30pm)

Learning Objective:

• Giving idea about Suffix and prefix

Getting idea about new words

Teaching Materials:

- · White board
- Marker
- Desk

Introductory Part: (5minutes)

Greetings between teacher and students

Student-Teacher Activities: (35 minutes)

- Giving examples with common words
- Fearlessly ask any question to teacher
- Discussion about suffix and prefix

Evaluation: (5 minutes)

· Feedback from students

Lecture 3

Class: 7

Subject: English

Lesson: parts of Speech

Duration: 45 minutes (11.45-12.30pm)

Learning Objective:

- Giving idea about Sentence
- Getting idea about noun, pronoun, verb
- Ideas about Parts of speech

Teaching Materials:

- White board
- Marker
- Desk

Introductory Part: (5minutes)

• Greetings between teacher and students

Student-Teacher Activities: (35 minutes)

- Giving real life examples
- Fearlessly ask any question to teacher
- Discussion about different Sentences
- Team Game to make study interesting

Evaluation: (5 minutes)

• Feedback from students

11.2 Class conduction pictures :











11.3 Internship Certificate:



Rancha Ruhitpur High School

P.O: Munshiganj Sadar, P.S: Munshiganj Sadar, Dist: Munshiganj Established: 1970

INTERNSHIP CERTIFICATE

This is to certify that **Akib Imtiaz**, S/O- Abdul Hannan and Momotaz Begum, **Student ID**: 192-10-2083, Bachelor of Arts in English, Daffodil International University, has completed his Internship with Rancha Ruhitpur High School from 1st February 2023 to 30th April 2023 as an **English Teacher**. We found him sincere and diligent during his engagement.

We wish him all the best for future endeavors.

03/05/2023

Date of Issue

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Md. Rafiqul Islam Principal

11.4 Plagiarism Report:

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