



## **Internship Report on**

**“My Internship Experience as an English Teacher at Holy Kids School and College.”**

**Prepared by:**

Md Robiul Islam

ID: 191-10-2028

Batch: 47<sup>th</sup>

Department of English

Daffodil International University

(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)

**Supervised by:**

Dr. Ehatasham Ul Hoque Eiten

Assistant Professor,

Department of English

Daffodil International University

**Daffodil International University**

**Dhaka, Bangladesh**

**June, 2023**

## **Declaration**

I announce that the internship report titled "My Internship Experience as an English Teacher at Holy Kids School and College," submitted to the Department of English, Daffodil International University, is a true record of my unique work under the supervision of Dr. Ehatasham Ul Hoque Eiten, Assistant Professor of the English Department, Daffodil International University. I moreover state that this internship report has been submitted in the halfway fulfillment of the grant of the degree B.A. (Hons) in English for the course Venture Paper with Internship (ENG431). Moreover, it has not already been submitted toward any other degree or confirmation at any other tertiary institution.



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**Md. Robiul Islam**  
**ID: 191-10-2028**  
**Department of English**  
**Daffodil International University**



## **Certification**

I hereby certify that Md Robiul Islam (ID 191-10-2028), a student of Daffodil International University, has successfully completed his Project Paper with Internship Course (ENG 431) under my supervision. He chose The Holy Kids School & College, Dhaka for his internship, where he served as English Teacher and fulfilled his responsibilities diligently. I have maintained regular communication with him throughout the project duration and provided assistance whenever needed. The content of his project paper reflects his genuine and exceptional work. I grant him permission to submit the internship report and extend my best wishes for his future endeavors, hoping for his continued success.

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**Dr. Ehatasham Ul Hoque Eiten**  
**(Assistant professor)**  
**Daffodil International University**

## **Letter of Transmittal**

**Dr. Ehatasham Ul Hoque Eiten**

**(Assistant professor)**

**Department of English**

**Faculty of Humanities and Social Science**

**Daffodil International University, Dhaka**

**Subject: Internship report**

Dear sir,

This is my work report on "Holy Kids School and College". I am submitting this report as part of my Spring 2023 internship. In preparing this report, I have done my best to follow your instructions as well as the instructions of my supervisor in your organization.

All reports are based on my actual experience. I have tried my best to deliver what I have learned during my internship over the past three months. I would be grateful if you accept this report. If you have any further questions regarded by additional information, I will be more than happy to provide you with the necessary information.

**Sincerely,**

Md Robiul Islam

ID: 191-10-2028

Batch: 47<sup>th</sup>

Department of English

Daffodil International University

## **Acknowledgment**

It gives me immense pleasure to present the project on My Internship Experience as an English Teacher at Holy Kids School and College, Nayarhat, Ashulia, savar, Dhaka.

My utmost gratitude goes to my supervisor, Professor Md. Ekhlas Khan the principal of Holy Kids School and College, as well as all the professional people, like teachers or others at the school. They have helped me accumulate all the necessary data for my performance as a teacher at this school. I would like to thank all the other seniors for providing the necessary support in the organization. Their advice and cooperation helped me to gain more experience.

Finally, I would like to show love and affection to my beloved students of the school who enjoyed all my classes joyfully and helped me to manage everything.

## **Executive Summary**

This internship report has been prepared as part of BA in English program. The report comprises facts related to a particular organization in which the student was certified to do an internship on three-month basis. The honorable supervisors, both from the university and the school, directed me in writing this report. I was assigned an internship at Holy Kids School and College. The internship report showcases my experience as English Teacher at Holy Kids School and College. I chose and attended some classes to better understand the students and to share my experience. This includes observations of classes during the internship process, focusing on skills, knowledge, challenges, teaching and learning methods, assessment, feedback, evaluation, and efforts. The report aims to highlight the methods teachers use in the classes, in addition to teaching techniques. The study also provides recommendations based on the intern's findings, which can help identify strengths, weaknesses, performance, academic curriculum, opportunities, facilities of the observed teachers, and the institution.

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# CHAPTER 1

## 1.1: Introduction

Everyone is fully aware of the status of English as a global language. English is essential to our education system. We are learning English as a second language in Bangladesh. Although many people in our community learn English from early age, they lack good grammar and usage skills. They do not good English speak skills. Most schools focus on improving students' English skills. But the predictions did not come true. In an order to be able to do my internship, I had the opportunity to work at Holy Kids School and College which is located quite neighborhood. I hope those who need it will find it useful.

## 1.2: What is internship?

An internship is a temporary work experience program that provides practical training and professional exposure to individuals, typically students or recent graduates, in a specific field or industry. It is designed to give participants an opportunity to apply their theoretical knowledge in a real-world setting, gain practical skills, and explore career paths.

## 1.3: Why was this project chosen?

I personally have always aspired to become a teacher since the beginning of my educational journey. This profession truly encompasses my life's goal, and fueled by this passion, I made the decision to pursue an Honors degree in English Language and Literature. I dedicated myself wholeheartedly to completing my degree with devotion and sincerity. I chose English not only for personal reasons, but also due to its global significance. Currently, English stands as the second most widely learned language worldwide, with a growing number of people in need of learning it. The importance of English in the field of education is immense. For students, acquiring proficiency in English is crucial to keep up with the increasing competition in various fields and professions. Additionally, in our nation's educational institutions, at least one or a few books are taught in English, while some schools provide education exclusively in English. English is not only essential in education but also plays a critical role in our daily lives, especially when communicating with individuals from abroad. It is unfortunate that a considerable number of people, even after completing their higher education, struggle with English proficiency. Effective English language teaching can be a valuable solution to address this issue. Therefore, I have chosen this internship as a means to contribute towards this goal.

## CHAPTER 2

### [Background and Objective of the Internship]

#### 2.1: Background

An internship undoubtedly provides valuable work experience prior to officially entering a profession. As part of my bachelor's degree, I had the opportunity to enroll in a course called Project Paper with Internship (ENG 431) as English program student. For my internship, I chose to work at Holy Kids School & College. Over a period of three months, I served as a teacher, gaining practical knowledge and deeper understanding of formal educational concepts through hands-on experience. The institution's clear vision focused on providing education in rural areas. They also prioritized the development of teaching and learning practices based on the environment, students, and teachers. Throughout my internship, I actively participated in several courses offered by the school, which had well-designed program for teachers. Since it was a school setting, the workload was well-balanced, with fewer classes during the week in comparison to regular teachers. This program aimed to provide interns with opportunities for knowledge exchange among educators and engage in action research studies, enabling them to maximize their internship experience.

#### 2.2: Objective of the Internship

The original goal of this study was to represent and share experiences as a university English teacher. The objectives of the course are given below:

1. Find out about the current state of English teaching in school.
2. Find the influence of the engineering method on learners.
3. Learn how to apply language teaching techniques in the real classroom.
4. Capture recent practices in the teaching-learning process, students' interest in learning as well as learning issues.
5. To learn about the academic achievements of Holy Kids School and College.
6. Know the facilities provided to students.
7. Understand the teaching process and gain experience as a teacher.
8. Use English teaching techniques in the classroom.
9. Learn about the methods and approaches used in the classroom to teach.



10. Observe classes to learn more about the teaching profession and try to develop confidence for the future.

Overall, the objective of an internship is to provide a valuable learning experience that prepares interns for their future careers, enhances their employability, and helps them make informed decisions about their professional paths.

## **CHAPTER 3**

### **[ Methodology ]**

In the beginning, I chose to work in a corporate office that was IT-related. Then I met my manager, who encouraged me to pursue a career in education. Following that, I joined an institution called Holy Kids School & College. I was happy with my decision to join there because I already had teaching experience from my secondary program, where I had also worked as a tutor. Additionally, I currently provide private tuition.

#### **The main elements of my project paper are:**

1. Initially, I obtained my letter of recommendation from the department.
2. Afterward, I selected a school that would help me properly pursue my studies.
3. Among the various institutions I was aware of, I chose Holy Kids School and College, which was established in 2015 in the private area of Nayarhat, Ashulia, Savar, Dhaka-1350.
4. Since my internship was paid, I had to conduct five classes regularly. Among them, I included my top three classes in my term paper, with most of them being English classes.
5. I had the opportunity to meet Rasheduzzaman Nur, the Founder and Assistant Principal of the Institution, who assisted me in introducing myself to the other educators.
6. Alongside conducting my classes, I also had to prepare lectures for exams and serve as an invigilator, as well as grade the exam scripts.

## CHAPTER 4

### [Organization Details]

#### 4.1 School Details

<b>Name</b>	Holy Kids School and College
<b>Location</b>	Nayarhat, Ashulia, Savar, Dhaka-1350
<b>Establishment</b>	1 <sup>st</sup> January, 2015
<b>Buildings</b>	1 Buildings
<b>Total Students</b>	350
<b>Total Teachers</b>	23
<b>Teachers Quality</b>	Hon's and Masters
<b>Dress Code</b>	
<b>Social Issues</b>	Mixed but most of the students are middle class.
<b>Economies</b>	Private School
<b>Library</b>	One small library.
<b>CCTV Monitoring</b>	Yes
<b>Students Common Room</b>	Yes
<b>Stuff Room</b>	Yes
<b>Auditorium</b>	No
<b>Canteen</b>	No
<b>Computer Lab</b>	Yes
<b>Play Ground</b>	No

#### **School Management**

Md. Rashed Noor

Founder & Assistant Principal

## **4.2 School Summary**

This school was built in 2015. The area of the school is distant from a town. It has a sufficient building for courses and scholarly exercises, with distinctive divisions for administration and instructors. The Principal and Vice Principal are hardworking individuals who are also approachable and accommodating to the students. The school organizes monthly test exams, and the students are awarded according to their results, such as first, second, and a third place, etc. The staff always strives to do their best for the students. The lesson materials are in great condition, and whiteboards are used for writing in the classrooms. The school has been operating efficiently in every aspect.

## **CHAPTER 5**

### **[Internship Activity]**

#### **5.1 Class observation Details**

##### **Lesson 1:**

I watched the primary lesson on February 6th, 2023, from 10:00 am to 10:45 am unnecessarily. The lesson was conducted by Kobita Rajbongshi, who is a collaborative instructor and the head of English instruction at Holy Kids School and College. He taught the class on the right forms of verbs, which was exceptionally critical subject for the students in class Nine. The students paid careful attention during the lesson. Initially, he spoke to everyone for a while and introduced the subject. After that, he distributed his lesson materials and started his lecture. He then provided few rules and explained them to the students.

He also tried to engage the students by using proverbs so that they could understand and apply the rules correctly. This was the approach he taking. He also used examples that were connected to real-life situations to help the students remember the rules. After that, he gave the students few exercises that were related to the class.

##### **Lesson 2:**

I attended my second course on 14th February from 11:30 am to 12:10 pm. This course was conducted by Miraz Ahmed, an assistant teacher at this Academy. He taught the lesson on “Tense” to class of thirty-five students in Eighth grade, and the lesson was well organized. After starting his lecture, he introduced the topic and explained the different types of tenses. Throughout the hour, he engaged the students by using sweet words and occasionally sharing funny stories. He explained the concept of tenses clearly to ensure that the students understood without any confusion. Additionally, he provided examples and assigned exercises for the students to complete. Some students had questions and asked for clarification. Overall, I had great time in the class.

### **Lesson 3:**

I observed my 3rd class on February 23rd from 10:45 am to 11:30 am. The class was conducted by Khairun Noman Juthi, who teaches in the same institution. He taught the lesson from the textbook “English for Today,” focusing on a critical topic for the students, as well as for me. The topic was titled “How to Write Completing Story.” There were 30 students in the class. The subject he taught was English 1st Paper.

At the beginning of the class, he entered and introduced me to all the students. Then, he asked me to start my work. I gathered ideas from them and explained what to do and what to look for when writing a story. I emphasized that a story should have a clear beginning, middle, and end. By the end of the class, the students expressed their satisfaction with having someone explain something valuable to them.

## CHAPTER 6

### [Teaching Experience]

#### 6.1 Learnings as an Intern

My experience as an intern teacher was undoubtedly beautiful, inspiring, and delightful. It was tedious, but I took a pleasure in the entire experience. Just few days ago, I would not have realized the amount of an effort teacher must put in to manage a classroom, but now I am learning how to overcome challenges and achieve success. I learned about classroom management, the dynamics within a classroom, and how to garner students' attention. Observing and conducting classes at this school provided me with valuable experience. There are numerous considerations and educational techniques that contribute to the improvement of both teachers and students. Firsthand experience is always preferable.

#### 6.2 Teaching experience of Class:

##### Lesson 1:

My lesson plan

Class: Nine

Number of Students: 32

Course Title: English 2<sup>nd</sup>Paper

Topic: Right Forms of Verb.

Time: 45minutes

<b>Task</b>	<b>Time</b>	<b>Teaches Activity</b>	<b>Students Activity</b>
Introduction	3 Minutes	At first, I introduced myself to my students and informed them of my arrangement and reason for this point.	Students will also make a brief presentation to me so that I can teach them.
Objective of teaching	4 Minutes	I asked the students what their considerations were on the topic and additionally asked them to share their experience in this respect.	Students also attempted to support their hypothesis as much as possible.
Overall discussion	20 Minutes	I strive to engage my students by providing vivid illustrations and relevant examples in an order to help them grasp the topic more effectively.	My diverse examples would also assist students in forming clear thoughts.
Question and answer session	10 Minutes	The students responded to my questions, and the practice went well too; they also asked me few related questions.	This session helped both students and me clarify the topic.
Conclusion	8 Minutes	Finally, I presented my views and gave permission to finish the class as a home work.	I reminded the students that if they have any questions about the topic, they can come to me eagerly.

Firstly, I went to class nine, and it was the first period, which started at 10 am, so I entered the class on time. Since I had no prior teaching experience in any instructional institute, I felt little nervous. I began the class with a brief presentation, even though they were aware of the reason for my visit as a guest teacher. Initially, I took attendance and shared some funny anecdotes from my school and college days to help them feel more at ease. Secondly, I introduced the discussion topics. We were going to talk about the grammar item “Right Form of Verb.” After that, I wrote the basic rules on the board and asked them to carefully read the rules in their grammar books to ensure they fully understood what I had taught them. Then, I assigned the task to find the correct form of verbs. They made several mistakes, and I made another attempt to explain the concepts to them. Finally, my class ended, and I wished them great day.



## Lesson 2:

My lesson plan

Class: Eight

Number of Students: 35

Course Title: English 2<sup>nd</sup> Paper

Topic: Tense.

Time: 45minutes

Task	Time	Teaches Activity	Students Activity
Introduction	4 Minutes	First, I introduced myself to the students and told them about my plans for the subject.	Students should also make an introduction to me.
Objective of teaching	5 Minutes	I asked the students what their considerations were on the topic and additionally asked them to share their experience in this respect.	Students also endeavored to back their theories as much as possible.
Overall discussion	20 Minutes	Giving a lecture is almost "Tense".	Attempting to get the lesson and taking notes with examples.
Question and answer session	8 Minutes	The students explain my questions and the exercises went well. They also asked me some related questions.	This session helped both students and me clarify the topic.
Conclusion	8 Minutes	Finally, I presented my views and gave permission to finish the class as a home work.	Inquiring questions to the instructor openly.

It was the second period, which started at 11:30 am. I conducted my second class with Class 8, arriving on time. They were familiar with me and also aware of the purpose of my visit to their class. Some students were present in the classroom. To begin the class, I shared a motivational story, capturing the full attention of all the students. Afterward, I attempted to learn about tenses from them, but many provided incorrect information. Subsequently, I properly and clearly explained the concept of tenses to them, using a rhyme to reinforce the lesson. They grasped

the concept easily. Then, I asked them some questions in the present tense, and they were all able to answer correctly. Finally, they enjoyed observing my teaching, and we concluded the class with a sense of joy.

### **Lesson 3:**

My lesson plan

Class: Ten

Number of Students: 30

Course Title: English 1<sup>st</sup> Paper

Topic: How to write a completing story.

Time: 45minutes

<b>Task</b>	<b>Time</b>	<b>Teaches Activity</b>	<b>Students Activity</b>
Introduction	3 Minutes	First, I introduced myself to the students and told them about my plans for the subject.	Students should also make an introduction to me.
Objective of teaching	7 Minutes	I asked the students what their considerations were on the topic and additionally asked them to share their experience in this respect.	Students also endeavored to back their theories as much as possible.
Overall discussion	23 Minutes	I try to educate my students on how to write a completing story, from a brief story to an expansive story about almost any subject.	My distinctive strategy would also help students form clear thoughts.
Question and answer session	7 Minutes	The students responded to my questions, and the practice went well. They also asked me few relevant questions.	This session helped both students and me clarify the topic.
Conclusion	5 Minutes	Finally, I wrapped up my topic and gave them homework and asked for authorization to complete the class.	Inquiring questions to the instructor openly.

It was the last class at this institute. That day, the principal of the school sent me to teach class 10. It was the second period, which started at 10:45 am and ended at 11:30 am. I had already taken few classes, so I was very confident. I started my class by introducing myself, explaining my objective, and giving some motivational talk about scoring well in SSC. And since they are all seniors at the school, I joked little so that they felt comfortable with me. After that, we started our main work, and I told them about today's topic. And asked some students about this. But many people do not fully know. So, I made it clear to them how to write completing story. Before writing a story, he must have an idea about the story. And before you start writing, you need to have a clear idea of what the story is about and how it will end. Knowing the ending will help the story writer writes a coherent and satisfying story. This is how I explained them beautifully. Then, took the book from them and wrote an incomplete story on the board, and asked them to complete it. Finally, we concluded the class by summarizing the lesson and wishing them all the best.

## **CHAPTER 7**

### **[Observations and Findings]**

#### **7.1 Overall Findings:**

While conducting the class, several aspects I have observed are:

1. This school has a sweet relationship between students and teachers.
2. This school is highly regarded in this area as it provides quality education to the local community. Many parents are enthusiastic about enrolling their children here due to its affordable fees. One of the main factors were contributing to its popularity is the consistently good academic results achieved by the students.
3. The teachers are very qualified, and they are unwavering in their teaching.
4. Apart from teaching, making a student proficient in English.
5. In each class, the teacher prepares a lesson plan.
6. It gives extra time to weak students as there is not enough time in class.
7. Students can talk freely with their teachers.

#### **7.2 My SWOT Analysis**

SWOT analysis is a method for assessing the performance, competition, chance, and potential of a commerce, as well as a portion of a trade such as an item line or division, an industry, or other substance.

##### **Strengths:**

- Dream of becoming a teacher.
- Bonding with students.
- Love to teach.

##### **Weaknesses:**

- Having difficulty recalling things promptly when something goes wrong.
- Being unable to witness human suffering.
- Need to increase my vocabulary.

##### **Opportunities:**

- Can make a career by teaching.
- To be a reputable person in society.
- New training opportunities are available.
- Being able to involve oneself in research work.

**Threats:**

- Becoming a perfect teacher is not easy.
- My graduation is still incomplete.

## **CHAPTER 8:**

### **[Recommendation]**

In spite of the fact that the organized endeavors to guarantee all the facilities to the students, but some more facilities ought to be presented:

1. There is currently no cultural or a debate club in the school. It is important to establish structure that allows students to practice the English language from various perspectives.
2. Group discussion is exceptionally important; it is a portion of their consideration to encourage them in these matters.
3. It is important to have a playground so that students do not drop into undesirable situations while studying.
4. Being stronger, we should provide support and assistance to weaker students.
5. Expansion of a canteen to take care of students' health
6. Organizing monthly meetings between teachers and guardians
7. The results of each semester are given over to their guardians and published before them.
8. In the age of modernity, it is crucial to utilize present-day education.

## **CHAPTER 9**


### **[Conclusion]**

After observing and taking classes, I have gained clear understanding of “The Present Scenario of English Language Teaching in Bangladeshi School.” I learned a lot about English teaching from experienced teachers during my internship. The students and teachers were exceptionally supportive and genuine. With their cooperation, I was able to complete the internship pleasantly. I made the lessons enjoyable and incorporated examples from real-life situations. As a result, the students were delighted with my teaching and developed a strong rapport with me. After reflecting on my internship experience, I created project paper that will greatly benefit my future career in teaching. Overall, the moments during my internship were truly significant, and I will never forget those days.

## CHAPTER 10

### [Appendices]

#### 10.1 Certificate of Internship

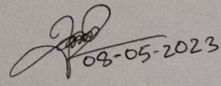
**Holy Kids School & College**  
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(Est: 2015)  
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Ref No #..... Date : 08-05-2023

**To whom it may concern**

This is verify **Md. Robiul Islam**, ID: 191-10-2028 department of English, Daffodil International University, has completed his intern successfully. He has observed and conducted his class collecting necessary information and methods from 02 February to 31 April that will help him to cover up the project paper "Scenario of English Language Teaching in a Bangladesh School ", course code: 334.

His teaching style and easy lectures have touched and inspired both the teacher and the students which will help them to be more attractive and more focused on English Language and learning. We, school authorities, are so glad to co-operate with him.

  
08-05-2023

Prof. Md. Ekhlas Khan  
Principal  
Holy Kids School & College



## 10.2 Photograph

