



**Internship Report on English Language Teaching**

**at**

**Adarsha Lipi Pre-Cadet School**

**Prepared by:**

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ID :201-10-2296

Batch: 49th

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**Course Title:** Project Paper with Internship

Course Code: ENG 433

**Supervised by:**

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Assistant Professor

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## Declaration

I am Marufa Rahman, student ID:201 -10-2296. I am a student of the Department of English at Daffodil International University

I have been asked to do an internship on "Conducted class in English" and "Class observation", and I have duly done, so under Nahid Kaiser's supervision, she is an assistant professor in the Department of English at Daffodil International University.

I hereby declare that the internship report submitted by me to the Department of English at Daffodil International University is entirely my writing and a natural report. I have minutely completed all the requirements of this project work, which is entitled, "Project paper with Internship" Course code: 431, for obtaining a Bachelor of Arts in English degree.

*Marufa Rahman*  
*07. 11. 2023*

.....

Marufa Rahman

ID: 201-10-2269

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Department of English

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## **Letter of Approval**

I hereby certify that Marufa Rahman, ID 201-10-2296, a student of the English department at DIU, is a student of my supervision. The Internship Report titled "Project paper with internship" Course code: ENG 431 submitted to the Department of English at Daffodil International University was originally written by Marufa Rahman.

She is a genius and obedient student. She prepared her report exactly as I instructed her. She has creativity and an eagerness to learn new things. I wish her a bright future and pray that she reaches her.



.....

Ms. Nahid Kaiser

Assistant Professor

Department of English

Daffodil International University

## **Acknowledgment**

At first, I express my gratitude to Almighty Allah. He enabled me to complete the internship report. Then I express my indebtedness to my supervisor Ms. Nahid Kaiser, Assistant Professor, Department of English at Daffodil International University. All credit goes to Ma'am for supervising me excellently finishing the task.

Then, I am very thankful to Md Ashraf Hossain Mollah, principal of Adarsha Lipi pre-Cadet School, Kalihati, Tangail, Dhaka for giving me a chance to do an internship (class observation and conducted classes) in his school. Next, I am thankful to all my colleagues at the school. Especially I am grateful to Md. Zishan and Md. Sumon. After I joined as a new intern, they helped me in various areas. They were all very cooperative with me. I am thankful to my parents as they have supported me mentally and physically a lot in preparing this report.

Finally, I would like to thank my close friend for her help. One more person has contributed to completing this internship report successfully. That is my husband. I am grateful to him a lot for supporting me from the beginning to the end.

## **Abstract**

I have been interested in the teaching profession for a long time. This interest developed when I was studying in class nine. Since then I used to teach one or two students. My dream officially came true during my internship. I got an opportunity to do an internship at Adarsha Lipi Pre-Cadet School for three months. My work there will be "class conduction and observation". There are some other tasks such as making quizzes, checking answer sheets, and exam hall invigilation.

I will resign from school on 18th October to write the internship report. After that, I will start writing my report with all kinds of documents. What I have in this report is:

- My work experiences.
- Background and details about the school.
- SWOT analysis about the school and me.
- My findings about the school.
- Some of my recommendations towards school.
- At last, some activities with proofs.

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## **Chapter 1**

### **Introduction**

I am Marufa Rahman. My student ID is 201-10-2296. I am a student at the Department of English at Daffodil International University. In my last semester I have a course titled "Project Paper with Internship" Course Code: ENG 431" In this course, I have to do an internship and make a project paper on the work that I will do in my whole internship.

Since I had a long interest in the teaching profession. I used to teach one or two students on occasion. I have tutored high school-level students. While teaching I realized that all of them were very weak in the English language. Then I thought if their basic knowledge can be made strong at the pre-cadet level, then their English language teaching at the high school level will be easy and there will be a lot of advances. Last semester I got the opportunity to fulfil my dream of joining an institution as a teacher. Then I have chosen Adarsh Lipi pre-cadet school to do an internship. I will join the school as an intern for 3 months (August to October). My job will here observe classes and conducting. I chose three classes to take their class. I will resign from school after taking 3 months of classes to write an internship report.

I will start writing the report as per the instructions of my supervisor Nahid Kaiser. This report will show my experience of three months, observations of different classes, background and details of the school, description of how I will conduct the class, SWOT analysis, some findings and some recommendations, etc. These contents will describe in detail.



## **Chapter 2**

### **Objectives**

- To be familiar with the present academy curriculum and educational system in Bangladesh.
- To gain knowledge of how students learn the English language in the 21st century.
- To build the basic knowledge of students in a strong way.
- To learn how to solve problems critically and improve my communication skills.
- To develop teaching methods and strategies.
- To learn how to make students attentive and engage students effectively.
- To work with experienced teachers and learn from their exploits.
- To build a strong personality by gaining practical skills and knowledge.

## **Chapter 3**

### **Methodology**

- In my last semester, I had a course titled, "Project paper with internship" course code: Eng431, according to this course I had to do an internship job and make a project paper on this. According to my supervisor Nahid Kaiser's instruction, I have to find a school and join there for 3 months. My work will be conducting classes and observing classes.
- First, I discussed with my supervisor Nahid Kaiser and decided that I would do an internship at Adarsh Lipi pre-cadet school.
- Then I collected a letter of recommendation from my department and took this to the principal of the Adarsha Lipi pre-cadet school.
- The principal of the school allowed me to intern for three months and introduced me to the teachers. Then the principal introduced me to MD Zishan, he explained my work and gave me the class routine. I was asked to take English language and teaching classes of class three and classes four and five.
- I started my work on the 3<sup>rd</sup> of August. Then for three months I took classes there and observed some classes.
- After three months I resigned from school to write my report.
- Finally, I completed all my activities before the deadline as per my supervisor's instructions.

## Chapter 4

### Basic Details of Instruction

Name	Adarsha Lipi Pre-Cadet School
Location	Kalihati, Tangail
Time of Establishment	15 Feb,2007
Building	One2 storey building and half building
Students	305
Dress Code	Formal
Number of Teachers	11
Teacher's qualifications	B.A. B.Ed. BSc and M.A.
Social issues	It is a mix up poor and middle-class.
Extracurricular - Activities	There are no club. But they doing some extracurricular-activities for example drawing, dancing etc.
Play Ground	Yes
Common room	No
Library	Yes
Canteen	No
Prayer room	No
Computer lab	Yes

Staff's room	Yes
CCTV Monitor room	No
Projector room	No
Guardians room	Yes
Language Club	No
Speaking and Listening room	No

## 4.1 History of the Institutions

Adarsha Lipi Pre-Cadet School is located in Kalihati, Tangail Dhaka Bangladesh. Adarsha Lipi Pre-Cadet School was originally established in 2002. From 2002 to 2006 the school was known as a coaching centre. Then they started teaching students from class one to class five in 2007 with the permission of the government. At present the institution is known as a government-approved institution. Many students pass out from here every year.

The school has 11 teachers engaged in teaching. All the teachers have educational backgrounds for example BA, B Ed, and MA.

The academic curriculum in the school is very advanced. They conduct two term examinations in a year, and one monthly exam is also taken every month. So that they can evaluate the students properly. All teachers are soft and polite with students. The teachers encourage them to learn new things.

I completed my 1 - to 5 class from the same school. So, I am so glad that I have done my internship here, this was a big opportunity for me.

## Chapter 5

### Internship Activities

#### 5.1 Activities of weekly basis

<b>1 Week</b>
Meeting with the principle of the school.
Submitting my letter of recommendation to the principal.
Get opportunities in school as an intern.
Getting to know all teachers.
Getting the class routine.
<b>2 Weeks</b>
Getting to know the school staff.
Choosing classes for class conduct.
Add to my schedule in the routine.
To understand the academic curriculum of the school.
To observe the first class.

<b>3 Weeks</b>
Joining the morning assembly.
Observing second class.
Take two classes in class three and class four.
Taking a proxy class of another teacher.
<b>4 Weeks</b>
Joining the morning Assembly.
Three classes taking. Those are classes three, four, and five.
Giving Invigilation in monthly examinations.
Checking answer sheet of monthly examination.
Giving feedback to students on monthly examination.
<b>5 Weeks</b>
Joining the morning Assembly
Making class routines.
Conducting three classes.
Taking a proxy glass of another teacher.
To help a teacher check the answer sheet.
<b>6 Weeks</b>
Take leave for sickness.
Taking Two classes
Helping a teacher make a result sheet.
<b>7 Weeks</b>
Joining the morning Assembly.
Conducting three classes.

Taking two proxy classes of other teachers.
Taking two class tests in different classes.
Join the teacher's meeting.
<b>8 Weeks</b>
Joining the morning Assembly.
Giving invigilation on monthly examination.
Checking the answer sheet of the monthly examination.
Arranging art competition.
Taking class presentation.
<b>9 Weeks</b>
Make a class routine.
Help a teacher for making a result sheet.
Conducting four classes.
Taking an oral test in the class.
<b>10 Weeks</b>
Arranging a class picnic.
Conducting three classes.
Giving feedback to the students.
Taking to proxy classes of other teachers.
Arranging a price-giving ceremony
<b>11 Weeks</b>
Making questions for the monthly examination and final term examination.
Conducting four classes.
Taking two proxy classes of other teachers
Joining the teachers and meeting.



## **5.2 Work status**

I work at Adarsha Lipi Pre-Cadet School as an intern teacher. At the first, I observed 3 classes. Then I started conducting classes. Through observing classes, I learned how to manage the classroom. I have done so many extracurricular activities. And arranged a class picnic.

## **5.3 Class Observation**

### **Class Observation 1**

Class 5

Time: 9:00 am to 9:45 am

Date: 8 August, 2023

Teacher's name: Md. Zishan Hossen.

Class Topic: Letter Writing. (English 1st Paper)

The first class I observed was that of MD Zishan Hossen. He came to class exactly at eight fifty minutes. He talked for five minutes before starting the class. Then he took attendance. Before starting the class, he told the objectives of the class. He was going to take the class on how to write letters. Then he asked everyone if anyone knew the correct rules for writing a letter. Some students answered that they knew but didn't know the correct rules. Then the teacher asked everyone to take out the notebook. He wrote the structure of letter writing neatly on the board and asked everyone to write in the notebook. Then he explained each point written on the board with examples. Then he asked the students if there was any difficulty in understanding. Two

students said they did not understand. Sir explained the whole structure to them again. Then he ends the class by having them practice one letter and another letter as homework.

He was very friendly and cooperative with the students during his 45-minute class. He managed the classroom very efficiently and solved everyone's problems.

## **Class Observation 2**

Class 4

Time: 10:30 am to 11:15 am

Date: 19 August, 2023

Teacher's name: Md. Sumon Ali

Class topic: English 1st paper (Textbook passage)

The second class I observed was that of MD Suman Ali. He came to the class at ten thirty minutes with the textbook of English first paper. Then he asked everyone to take out English textbooks and color pens. He took attendance before starting teaching. Then he started teaching and told everyone to take out page 42 of the book. First, he read the entire passage in English to the students and asked them to follow along. After teaching once in English, when he taught again, he taught with the Bangla meaning. While reading the passage for the second time, he said to write the Bangla meaning under the English word with a colored pen. After teaching the complete passage for the second time, he asked to write in the notebook with English words written in color. Then he took an oral test on it. A few could answer. Who couldn't give the answer he gave them homework to learn and rewrite at home. Then, he moved on to practical exercises first he explained the questions and then gave everyone homework to find answers from passages and write them down.

In the entire class, he was a little strict and managed to be the student. All students were working according to his order. By his class-taking style, it was clear that he had prepared before coming to class.

### **Class Observation 3**

Class 3

Time: 10:30 am to 11:15 am

Date: 2 September, 2023

Teacher's name: Ms. Sathi Akter

Class Topic: Punctuation marks.

The third class I observed was Ms. Sathi Akhter's class. She came to class on time. After talking to the devotees for two minutes and asking them to sit attentively, she said that today's class was very important. Then she asked the students who they knew about punctuation marks. Almost all students answered that they know the definition of punctuation marks. Then she said that today they will be taught about their use. First, she wrote all the number of punctuation marks on the board. Students are asked to write them in the notebook. Then she proceeded to teach the rules for using each punctuation mark one by one. All the students were listening attentively to the teacher. She taught the use of punctuation marks with various examples. Since it was a 45-minute class, she could not finish all the punctuation marks, so she finished her class with attendance and said she would teach the rest in the next class.

She was very professional in class and managed the students. She also interacted with the students. She solved all student's problems and explained everyone nicely.

## 5.4 Class Conduction

I take so many classes at the school. Here, I will describe my best, average, and worst classes.

### **Best class**

Out of all the 12 weeks classes, this was the best class I took.

Class :5

Number of Students :45

Subject: English 2<sup>nd</sup> paper

Topic: Subject-Verb Agreement

Period: 45 minutes

I was very nervous. Because, it was my first taking classes in such an environment. I went to the class 5 minutes before the class time to overcome my nervousness and reduce the nervousness of the students. That five-minute ice-breaking session does break the inertia of mine and the students.

At the beginning of the class, I informed the students about my lesson plan. They were all listening to me attentively. Then I asked them if they knew anyone about today's topic subject-verb agreement. No one could answer correctly about the topic. After that I told everyone about the topic in a simpler way, then many of them understood what I was going to teach them today. Then I wrote ten rules of subject-verb agreement on the board. Everyone wrote the rules in the notebook. Then I explained every rule one by one with examples. Sometimes some students asked how it happened, and I explained to them by comparing examples with real life. Once the ten rules were explained, I let them practice some of the rules. Amazingly 90% of the students in the class answered every question correctly. I explained again to those who could not. Then gave everyone some homework on this topic and took attendance in the last 5 minutes when the class time was over, I left for my next class.

In the first 10 minutes of this class, I discussed the topic and told the objectives of the class. Then I explained the topic with examples after 20 minutes. Then practiced on the topic for 10 minutes and gave homework. Finally, I finished the class with attendance.

### **Average class**

Class :4

Number of Students: 39

Subject: English 2<sup>nd</sup> paper

Topic: Parts of speech

Period: 45 minutes

I went to the class just in time and played a game with students to make them feel comfortable in class with me and stay focused in the class when I started class.

At the beginning I told them that today's class topic was mainly about parts of speech. I asked everyone to take out the English second paper book and asked what they knew about parts of speech. Most of the students answered that they knew about definitions and types. Then I explained the definition more thoroughly so that they could understand better. Then I discuss the eight types of parts of speech in detail. I have explained each type on the board with examples corresponding to real life. I asked the students, to let me know if they all understood the topic. Then I gave a passage and told them to find out the parts of speech from the passage. 65% of the students were able to give the correct answer and the rest could not identify them, I explained them by taking the passage again and identifying them. At the end, I gave homework to identify parts of speech from one more passage and then I finished the class with attendance.

I spent the first five minutes talking topic-related and talking about my lesson plan. Then for the next 25 minutes, I explained the topic with examples. Practiced for the next 12 minutes. I finished the class with attendance for the last three minutes.

### **Worst class**

This was the worst class I've had in three months of my internship.

Class :3

Number of Students :15

Subject: English 1<sup>st</sup> paper

Topic: Two passages from textbook

Period: 45 minutes

I was very tired due to the extreme heat. In that situation, the class was held at noon. That time the temperature was very high. So, I deliberately went to class five minutes late. After going to the class, I saw that only 30 percent students were present in the class. All of them had very bad conditions in the summer. Coincidentally, there was no electricity which means that the fan could not be used. Overall, all the students were tired and unfocused and I felt bad too.

Class time was 40 minutes as a result of coming five minutes late. I started the class and asked to take out the English first paper textbook. Then I translated one of the two passages into Bangla and asked the students to write the word meanings on the board. As there were a small number of students, everyone wrote on the board. Then I asked a student to read the second passage. He read very well and translated the passage to Bangla. I also explained the meaning of difficult words.

In the 40-minute class, I spent ten minutes reading the 1st passage. Then five minutes I told them to write the word meaning on the board. For the remaining 15 minutes, I told one of the students to read the second passage and I took the attendance. Finally, I finished the class 10 minutes earlier.

### **5.5 Learning as an Intern in the Institution**

After joining Adarsh Lipi Pre-Cadet School as Inter I worked there for three months. And after working for these three months, I have learned many things that will help me in my future work. They are

- ✓ I learned how to work according to rules and regulations in an institution.
- ✓ I have learned how to break down student inertia in the classroom so that students feel comfortable and cooperative with me. I also learned how to manage the classroom and teach using some techniques.
- ✓ I joined there as an intern but the teachers invited me to attend their meetings. By meeting with them I learned how to solve problems through critical thinking.
- ✓ I helped the teachers to arrange some programs through this I learned how to work through teamwork.
- ✓ My communication skills have developed a lot while interacting and communicating with students while taking classes in different sections.
- ✓ After working as an intern my confidence level has increased. now I feel I can do anything and I can manage any classroom of students. By doing the internship I was able to set my goals.

## 5.6 Extra Curriculum Activities

- One of my extracurricular activities was assembly. I did the assembly several times. After the assembly, I guided them and sent them to the classroom.
- Conducted the monthly examination and term examination invigilation.
- Several times I have done classes instead of other teachers.
- A program of prize-giving ceremony was arranged. I was given the responsibility of food there. I managed the food promptly. and later each plied to all.
- I prepared the class routine for October.
- I organized a picnic with the students before resigning. There I managed everything. The students and teachers were all very happy.



## **Chapter 6**

### **Limitations of the Internship**

Since I was working in an institution for the first time, I had to face many challenges while working. These are:

- The distance from my home to the school was long, so I had to struggle to attend school on time.
- Before going to each class, I had to prepare well for the topic to be taught in the class, so I had to do a lot of research and take notes.
- The class time was 45 minutes, and I was not an expert like all the other teachers. So, I could not finish the class lesson timely.
- During the internship, I faced some problems that I had to solve alone. In this case, it took a long time to solve.

## **Chapter 7**

### **My Overall Findings**

- ❖ The teaching method used by the teachers is not beneficial for the weak students.
- ❖ Lack of sufficient classrooms, the classroom environment is not developed and colorful.
- ❖ Lack of digital classrooms, there are no projectors in the classroom.
- ❖ Lack of facilities. for examples common room, and the prayer room.
- ❖ Lack of experienced English teachers.
- ❖ Extra curriculum activities are not sufficient there are no club groups.
- ❖ Lack of transportation facilities.

## 7.1 SWOT Analysis of the Institution

S for Strength.

W for Weakness.

O for Opportunities.

T for Threats.

### **Strength**

- Educated Teachers.
- Highly reputed School.

### **Weakness**

- Limited and Undecorated classroom.
- No system of digital classroom.

### **Opportunities**

- Appointed experience teachers and staffs.
- Increase extracurricular activities.

### **Threats**

- Other competitive schools.
- Lake of experience teachers and staffs.

## 7.2 SWOT Analysis of mine

S for Strength.

W for Weakness.

O for Opportunities.

T for Threats.

### **Strength**

- Knowing advanced teaching system.
- Fluent in English speaking.
- Communication skills.

### **Weakness**

- Taking too much time to complete class topics.
- Became strict while taking classes.

### **Opportunities**

- Become a permanent teacher at the school.
- Gain experience in teaching.

### **Threats**

- Time Limited.
- Limited study materials.

## **Chapter 8**

### **Recommendations**

- Increase the number of classrooms.
- Develop the classroom with efficient chair tables and decorate the classroom with attractive paintings.
- Appoint experienced English teachers and other teachers.
- Use various methods for various qualities of students.
- Start transport facilities.
- Develop extra curriculum activities, open some sports clubs, reading clubs, and English-speaking clubs.
- Set up at least one digital classroom with a speaking and listening system.

## **Chapter 9**

### **Conclusion**

I am Marufa Rahman student ID: 201-10-2296 a student of the English department at Daffodil International University. I have done my internship at Adarsha Lipi Pre-Cadet School. I have also written my internship report on my work.

In this report, I have shared all my experiences during my internship. I have observed classes and also conducted classes. The report has shown the observation class's details and experience of the conducted classes. The report also visualizes my overall findings and some recommendations for the institution. The report has also shown what I learned as an intern and my limitations as an intern.

At least the report has represented my ability, knowledge, and skills.

Appendix  
Lesson Plan

**Lesson Plan 1**

School Name: Adarsha Lipi Pre-Cadet School

Subject: English 2<sup>nd</sup> paper

Intern Teacher: Marufa Rahman

Topic: Subject-Verb Agreement

Time: 45 minutes

<b>Content</b>	<b>Time</b>	<b>Teacher's activities</b>
Warm Up	05 minutes	I took a warm up session.
Introduction	05 minutes	I gave short introduction about topic.
Topic Discussion	20 minutes	I discussed all the rules with real life examples.
Topic practice	10 minutes	Students were practice on the topic.
Finish	05 minutes	I gave then homework and took the attendance.

**Lesson Plan 2**

School Name: Adarsha Lipi Pre-Cadet School

Subject: English 2<sup>nd</sup> paper

Intern Teacher: Marufa Rahman

Topic: Parts of speech

Time: 45 minutes

<b>Content</b>	<b>Time</b>	<b>Teacher's activities</b>
Warm Up	05 minutes	Took Ice breaking session.
Introduction	05 minutes	I briefly explained about the topic's definition.
Topic Discussion	20 minutes	I explained the topic with suitable examples.
Topic practice	10minutes	Students were practice on parts of speech a passage.
Finish	05minutes	I gave them homework. Then I took attendance.



### Lesson Plan 3

School Name: Adarsha Lipi Pre-Cadet School

Subject: English For Today

Intern Teacher: Marufa Rahman

Topic: Two passages from the textbook

Time: 45 minutes

<b>Content</b>	<b>Time</b>	<b>Teacher's activities</b>
Introduction	05 minutes	I gave a short introduction about passage
Topic Discussion	10 minutes	I explained 1 <sup>st</sup> passage with Bangla meaning
Student participated	10 minutes	Students wrote down the word meaning and read the 2 <sup>nd</sup> passages.
Finish	05 minutes	I took attendance and finished the class 10 minutes earlier.

## Class Observation Checklist:

### Checklist 1:

**Daffodil International University**  
Department of English

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

✓  
School / College: Adarsha Lipi Pre-Cadet School

Teacher's Name: MD. Zishan Hossen

Class: 5 Section: A No. of Students Present: 42

Course Title & Code: English 1st paper Room No: X

Peer/Observer: Marufa Rahman

Date and Time: 08-08-2023; 9:00 am to 9:45 am

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

- i. Letter Writing
- ii. Structure Letter Writing.
- iii. To inform about the topic's benefits.

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

According to me, he was completed his all lesson objectives. He made the structure easier so that student can understand easily.

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)	His teaching style is unique He describe everything clearly.
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 teacher was punctual and well organized. He completed the teaching within the time and answered all the questions.

	the lesson met/ what they have learned today)	
3	<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 was friendly and cooperative. He treats all the students equally. Students were follow the teacher.
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)	His teaching method was unique. He used communication learning technique, which makes students attentive.
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)	The environment of the classroom was very nice. All students were follow all the instruction.

#### MANAGEMENT

Was the time spent properly?  
Yes, the time <sup>was</sup> spent properly.

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)

He has taken class on "Letter Writing".  
He has nicely described the structure of letter writing ~~and~~ with examples.

#### 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?

The class was perfectly end. There was no critical event.

#### Strengths observed:

1. He is punctual person
2. His teaching style was great.

**Suggestions for improvement:**

1. There is no suggestion in the case. Because he was maintain the classroom properly.

**Overall impression of teaching effectiveness:**

He was very confident about his lesson from the start. And ~~he~~ he was able to explain all the things.

**Checklist 2:**

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

✓  
 School / College: Adarsha Lipi Pre-cadet school  
 Teacher's Name: MD. Sumon Ali  
 Class: 4 Section: A No. of Students Present: 37  
 Course Title & Code: English 1st paper (Textbook) Room No: X  
 Peer/Observer: Marufa Rahman  
 Date and Time: 10-08-2023; 10:30 am to 11:15 am

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

- i. Bangla translation
- ii. Word meaning
- iii. Reading practice

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

In my opinion, he was completed all objectives of the lesson. He was translated English to Bangla and taught them difficult word meaning.

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)	His teaching method is very attractive. He explained everything properly
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 teacher was disciplined. He completed all the topic within time.

	the lesson met/ what they have learned today)	
3	<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 treat all the students equally. The teacher is very friendly.
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)	He has also used communication learning technique so that, the students can easily involve them.
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 conducts the class very simply and fluently.

#### MANAGEMENT

Was the time spent properly?  
Yes, the time was spent properly.

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)  
His lecture was based on text book.  
He teaches the students difficult word meaning and mark them with color pen.

#### 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?

The class was perfectly end. There was no critical event.

#### Strengths observed:

1. His way of teaching extraordinary.
2. He is well mannered in his behavior.

**Suggestions for improvement:**

There is no suggestions for improvement.  
His performance was very good.

**Overall impression of teaching effectiveness:**

He was best on his lesson an he has  
successfully complete his lecture with in-time.

### Checklist: 3

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

✓  
 School / College: Adarsha Lipi pre-Cadet school  
 Teacher's Name: Ms. Sathi Akter  
 Class: 3 Section: A No. of Students Present: 40  
 Course Title & Code: English 2nd paper Room No: X  
 Peer/Observer: Marufa Rahman  
 Date and Time: 02-09-2023 ; 10:30 am to 11:15 am

Objectives of the lesson (as perceived):

- i. Definition of punctuation mark.
- ii. Types of punctuation marks.
- iii. Use of punctuation marks.

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

In my point of view, she was almost completed all objectives of the lesson. she ~~was~~ tried to teach them efficiently so that they could understand quickly.

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)	Her teaching style is extraordinary. she manages the classroom very nicely.
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 teacher has come to the classroom with full preparation about the topic. Though she couldn't complete all the objectives within time <del>st</del> though she tried her best.



	the lesson met/ what they have learned today)	
3	<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 is friendly and cooperative. All the students were also cooperative because of her behavior.
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 used both English and Bangla language for better understanding. She also gave relevant examples.
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 maintains all the students properly. All the students understood everything nicely.

#### MANAGEMENT

Was the time spent properly? Yes, the time was spent properly.
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) She has taken a class on punctuation marks. At first, she described the definition and types. Then she described how to use punctuation marks.

#### 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?

The class was perfectly end but she could n't completed all objectives for short time.
--

Strengths observed:

1. She is a friendly person.
2. She has good strategy on teaching.

**Suggestions for improvement:**

If sets the objectives of the class as limited, the objectives of the class will complete with in time

**Overall impression of teaching effectiveness:**

she was very confident about her lesson. But she progressed slowly.

## Recommendation Letter:



Faculty of Humanities  
and Social Science

Ref : Internship Placement//232

Date:24-07-2023

**Principal**  
Adarsha Lipi Pre-Cadet School  
Address: Kalihati, Tangail.

**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 **Marufa Rahman, ID Number: 201-10-2296** has completed 123 credit hours in 41 courses from the Department of English. It would be highly appreciated if you could kindly allow her as an Intern at your esteemed organization.

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

With the best regards,

.....24.....7.....2023  
**Dr. Liza Sharmin**  
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)

## Certificate to Internship:

# আদর্শ লিপি প্রি-ক্যাডেট স্কুল

কালিহাতি, টাঙ্গাইল।  
স্থাপিত: ২০০৯ খ্রি.  
বিদ্যালয়ের ইএমআইএস কোড: ০৬৩০৬০৮০৫০১




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This is to certify that **Marufa Rahman**, assigned ID **201-10-2296**, Department of English, Daffodil International University, has completed her internship undertake method on 18 April 2023 at Adarsha Lipi Pre-Cadet School, Kalihati, Tangail.

She worked here as an intern teacher from August to October 2023. Here she observed classes and conducted Thirty-two classes. During her internship period, she was found to be hardworking, sincere, and diligent. Her class conduct style, activities, and enthusiastic lectures have highly encouraged both students and teachers to give more attention To English Language Teaching.

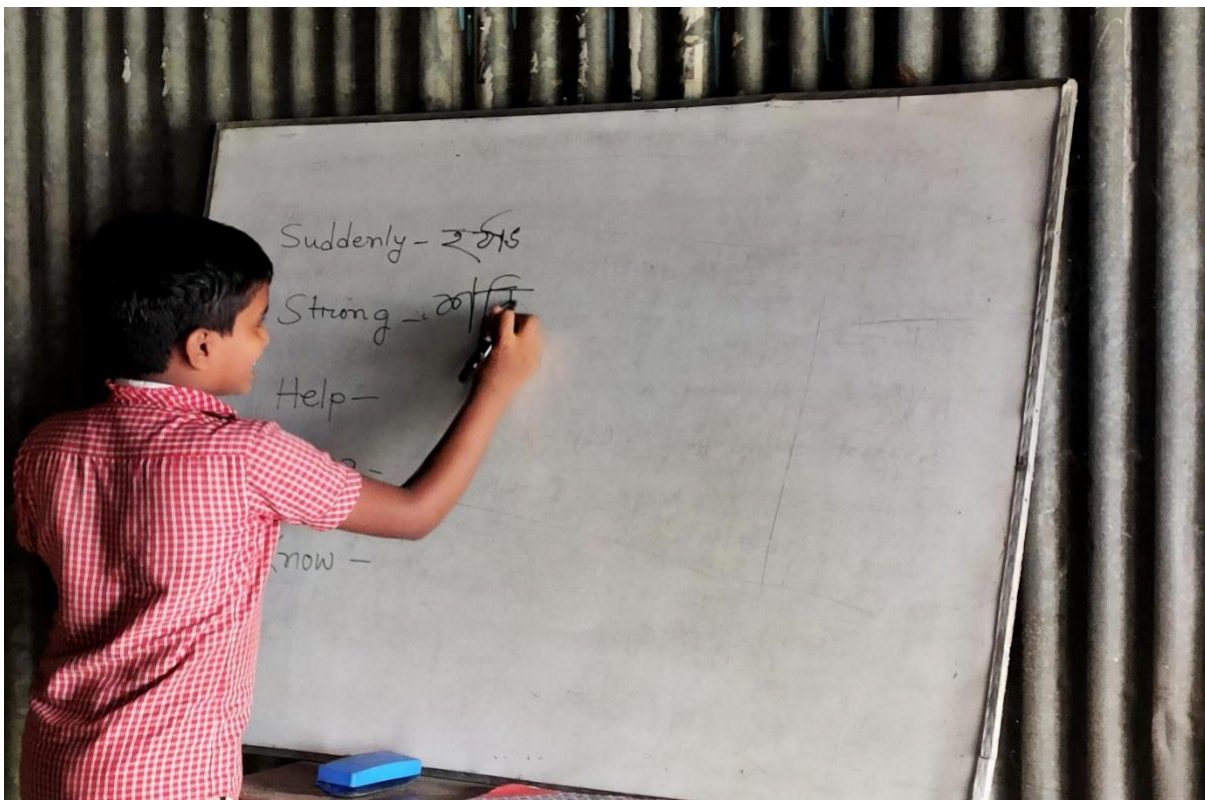
We wish her every success in life and career.



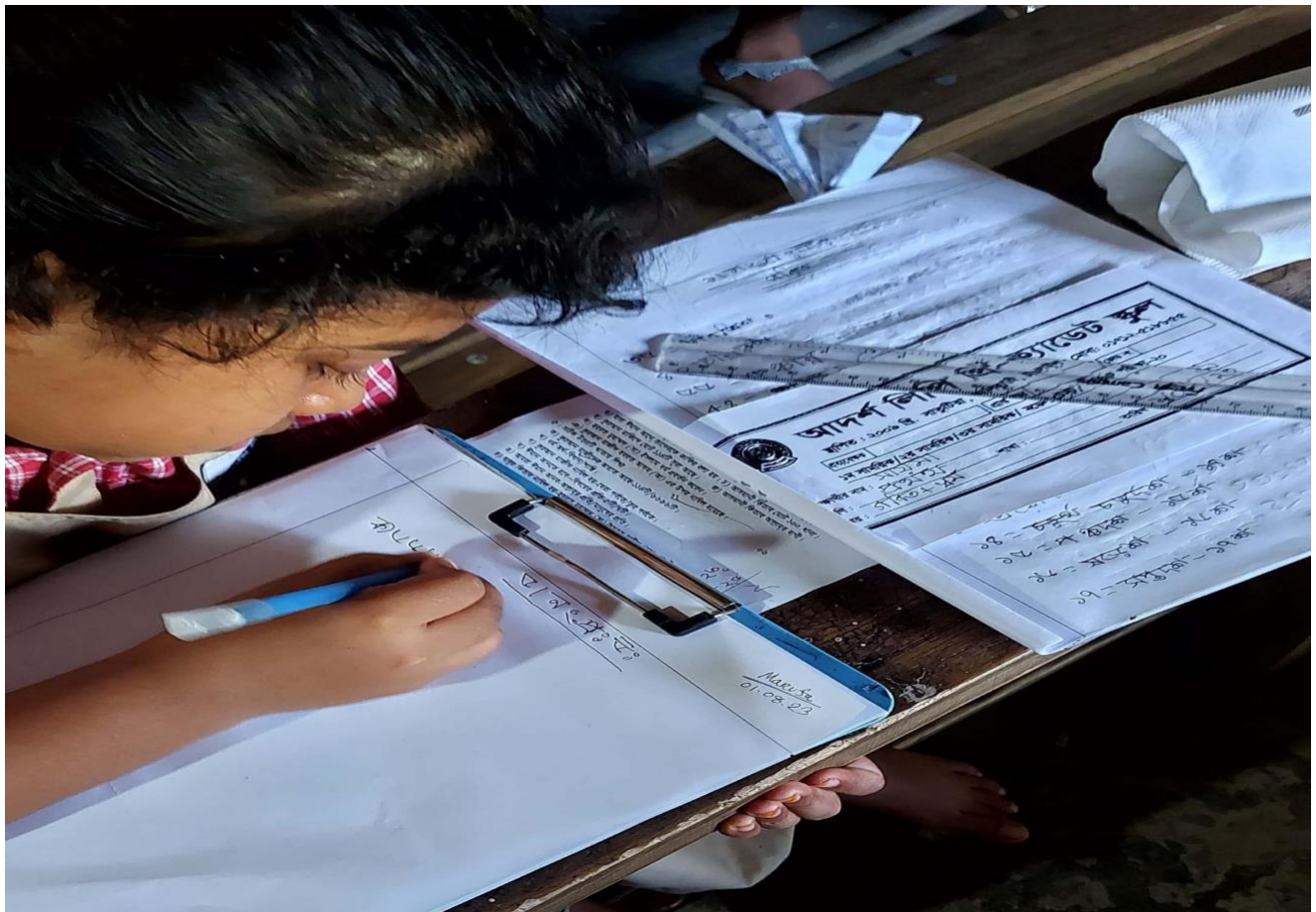
অধ্যক্ষ (ভারপ্রাপ্ত)  
আদর্শ লিপি প্রি-ক্যাডেট স্কুল  
কালিহাতি, টাঙ্গাইল।

## Photographs













**Class Test :**

Class test ; Class - V

Date : 21 Sep, 2023

\* Write an application to the principal of your school praying for leave of absence. [mark-10]

TOPIC NAME: Class test  
class-5 ✓

DAY: \_\_\_\_\_  
 TIME: \_\_\_\_\_ DATE: / /

Date: 21/sep/2023  
 To  
 The principal  
 Adarsha Lipi pre-cadet school  
 Kalihadi, Tangail.

Sub: Prayer of leave of absence. ✓

Sir,

I beg most respectfully to state that I could not attend school from 15<sup>sep</sup> to the 20<sup>sep</sup> instant on account of fever. ✓

I therefore, pray and hope that you would be kind enough to grant me a leave of absence for those days only.

Your most obedient pupil,

Fread

Class - 5 ; Roll - 4. ✓

10/10

TOPIC NAME: Class Test  
class V DAY: \_\_\_\_\_ TIME: \_\_\_\_\_ DATE: / /

Date: 5-9-2023

To

The Principal

Abirsha Lipi Pre-Cadet shad school.

Sub: → ?

Sir,

I beg most ~~respect~~ respectfully to state that

I could not attend school from the 15<sup>th</sup> to 20<sup>th</sup> instant on account of fever.

I therefore, pray and hope that you would be kind enough to grant me a leave of absence for those days only.

Your most obedient, pupil,

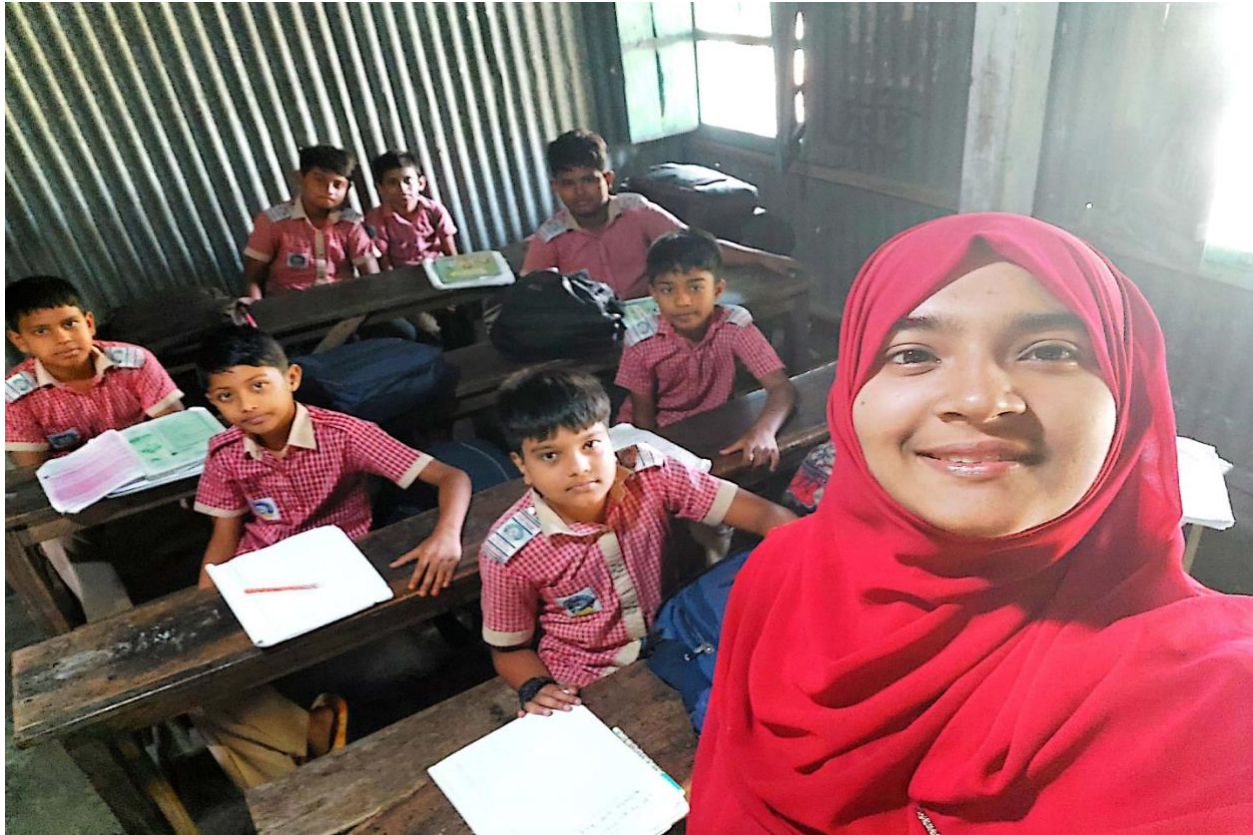
Karim

Class-5 ; Roll-32 .











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i Internship Report on English Language Teaching at Adarsha Lipi Pre-Cadet School Prepared by: Marufa Rahman ID :201-10-2296 Batch: 49th Semester: Fall -2023 Course Title: Project Paper with Internship Course Code: ENG 433 Supervised by: Ms. Nahid Kaiser Assistant Professor Department of English Daffodil International University Department of English Daffodil International University ii November 2023 Declaration I am Marufa Rahman, student ID:201 -10-2296. I am a student of the Department of English at Daffodil International University I have been asked to do an internship on "Conducted class in English" and "Class observation", and I have duly done, so under Nahid Kaiser's supervision, she is an assistant professor in the Department of English at Daffodil International University. I hereby declare that the internship report submitted by me to the Department of English at Daffodil International University is entirely my writing and a natural report. I have minutely completed all the requirements of this project work, which is entitled, "Project paper with Internship" Course code: 431, for obtaining a Bachelor of Arts in English degree. Marufa Rahman ID: 201-10-2269 Batch: 49th Program: Bachelor of Arts in English Department of English Daffodil International University iii Letter of Approval I hereby certify that Marufa Rahman, ID 201-10-2296, a student of the English department at DIU, is a student of my supervision. The Internship Report titled "Project paper with internship" Course code: ENG 431 submitted to the Department of English at Daffodil International University was originally written by Marufa Rahman. She is a genius and obedient student. She prepared her report exactly as I instructed her. She has creativity and an eagerness to learn new things. I wish her a bright future and pray that she reaches her. Ms. Nahid Kaiser Assistant Professor Department of English Daffodil International University iv Acknowledgment At first, I express my gratitude to Almighty Allah. He enabled me to complete the internship report. Then I express my indebtedness to my supervisor Ms. Nahid Kaiser, Assistant Professor, Department of English at Daffodil International University. All credit goes to Ma'am for supervising me excellently finishing the task. Then, I am very thankful to Md Ashraf Hossain Mollah, principal of Adarsha Lipi pre-Cadet School, Kalihati, Tangail, Dhaka for giving me a chance to do an internship (class observation and conducted classes) in his school. Next, I am thankful to all my colleagues at the school. Especially I am grateful to Md. Zishan and Md. Sumon. After I joined as a

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new intern, they helped me in various areas. They were all very cooperative with me. I am thankful to my parents as they have supported me mentally and physically a lot in preparing this report. Finally, I would like to thank my close friend for her help. One more person has contributed to completing this internship report successfully. That is my husband. I am grateful to him a lot for supporting me from the beginning to the end. v  
 Abstract I have been interested in the teaching profession for a long time. This interest developed when I was studying in class nine. Since then I used to teach one or two students. My dream officially came true during my internship. I got an opportunity to do an internship at Adarsha Lipi Pre- Cadet School for three months. My work there will be "class conduction and observation". There are some other tasks such as making quizzes, checking answer sheets, and exam hall invigilation. I will resign from school on 18th October to write the internship report. After that, I will start writing my report with all kinds of documents. What I have in this report is: o My work experiences. o Background and details about the school. o SWOT analysis about the school and me. o My findings about the school. o Some of my recommendations towards school. o At last, some activities with proofs. vi [Table of Contents](#)

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Chapter 1 Introduction I am Marufa Rahman. My student ID is 201- 10-2296. I am a student at the Department of English at Daffodil International University. In my last semester I have a course titled "Project Paper with Internship" Course Code: ENG 431" In this course, I have to do an internship and make a project paper on the work that I will do in my whole internship. Since I had a long interest in the teaching profession. I used to teach one or two students on occasion. I have tutored high school-level students. While teaching I realized that all of them were very weak in the English language. Then I thought if their basic knowledge can be made strong at the pre-cadet level, then their English language teaching at the high school level will be easy and there will be a lot of advances. Last semester I got the opportunity to fulfil my dream of joining an institution as a teacher. Then I have chosen Adarsh Lipi pre-cadet school to do an internship. I will join the school as an intern for 3 months (August to October). My job will here observe classes and conducting. I chose three classes to take their class. I will resign from school after taking 3 months of classes to write an internship report. I will start writing the report as per the instructions of my supervisor Nahid Kaiser. This report will show my experience of three months, observations of different classes, background and details of the school, description of how I will conduct the class, SWOT analysis, some findings and some recommendations, etc. These contents will describe in detail. Chapter 2 Objectives • To be familiar with the present academy curriculum and educational system in Bangladesh. • • • • • • • • To gain knowledge of how students learn the English language in the 21st century. To build the basic knowledge of students in a strong way. To learn how to solve problems critically and improve my communication skills. To develop teaching methods and strategies. To learn how to make students attentive and engage students effectively. To work with experienced teachers and learn from their exploits. To build a strong personality by gaining practical skills and knowledge. Methodology • In my last semester, I had a course titled, "Project paper with internship" course code: Eng431, according to this course I had to do an internship job and make a project paper on this. According to my supervisor Nahid Kaiser's instruction, I have to find a school and join there for 3 months. My work will be conducting classes and observing classes. • First, I discussed with my supervisor Nahid Kaiser and decided that I would do an internship at Adarsh Lipi pre-cadet school. • Then I collected a letter of recommendation from my department and took this to the principal of the Adarsha Lipi pre-cadet school. • The principal of the school allowed me to intern for three months and introduced me to the teachers. Then the principal introduced me to MD Zishan, he explained my work and gave me the class routine. I was asked to take English language and teaching classes of class three and classes four and five. • I started my work on the 3rd of August. Then for three months I took classes there and observed some classes. • • After three months I resigned from school to write my report. Finally, I completed all my activities before the deadline as per my supervisor's instructions. Chapter 4 Basic Details of Instruction Name Adarsha Lipi Pre-Cadet School Location Kalihati, Tangail Time of Establishment 15 Feb,2007 Building One2 storey building and half building Students 305 Dress Code Formal Number of Teachers 11 Teacher's qualifications B.A. B.Ed. BSc and M.A. Social issues It is a mix up poor and middle-class. Extracurricular - Activities There are no club. But they doing some extracurricular-activities for example drawing, dancing etc. Play Ground Yes Common room No Library Yes Canteen No Prayer room No Computer lab Yes Staff's room Yes CCTV Monitor room No Projector room No Guardians room Yes Language Club No Speaking and Listening room No 4.1 History of the Institutions Adarsha Lipi Pre-Cadet School is located in Kalihati, Tangail Dhaka Bangladesh. Adarsha Lipi Pre-Cadet School was originally established in 2002. From 2002 to 2006 the school was known as a coaching centre. Then they started teaching students from class one to class five in 2007 with the permission of the government. At present the institution is known as a government- approved institution. Many students pass out from here every year. The school has 11 teachers engaged in teaching. All the teachers have educational backgrounds for example BA, B Ed, and MA. The academic curriculum in the school is very advanced. They conduct two term examinations in a year, and one monthly exam is also taken every month. So that they can evaluate the students properly. All teachers are soft and polite with students. The teachers encourage them to learn new things. I completed my 1 - to 5 class from the same school. So, I am so glad that I have done my internship here, this was a big opportunity for me. Internship Activities 5.1 Activities of weekly basis 1 Week Meeting with the principle of the school. Submitting my letter of recommendation to the principal. Get opportunities in school as an intern. Getting to know all teachers. Getting the class routine. 2 Weeks Getting to know the school staff. Choosing classes for class conduct. Add to my schedule in the routine. To understand the academic curriculum of the school. To observe the first class. 3 Weeks Joining the morning assembly. Observing second class. Take two classes in class three and class four. Taking a proxy class of another teacher. 4 Weeks

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Joining the morning Assembly. Three classes taking. Those are classes three, four, and five. Giving Invigilation in monthly examinations. Checking answer sheet of monthly examination. Giving feedback to students on monthly examination. 5 Weeks Joining the morning Assembly Making class routines. Conducting three classes. Taking a proxy class of another teacher. To help a teacher check the answer sheet. 6 Weeks Take leave for sickness. Taking Two classes Helping a teacher make a result sheet. 7 Weeks Joining the morning Assembly. Conducting three classes. Taking two proxy classes of other teachers. Taking two class tests in different classes. Join the teacher's meeting. 8 Weeks Joining the morning Assembly. Giving invigilation on monthly examination. Checking the answer sheet of the monthly examination. Arranging art competition. Taking class presentation. 9 Weeks Make a class routine. Help a teacher for making a result sheet. Conducting four classes. Taking an oral test in the class. 10 Weeks Arranging a class picnic. Conducting three classes. Giving feedback to the students. Taking to proxy classes of other teachers. Arranging a price-giving ceremony 11 Weeks Making questions for the monthly examination and final term examination. Conducting four classes. Taking two proxy classes of other teachers Joining the teachers and meeting. 5.2 Work status I work at Adarsha Lipi Pre-Cadet School as an intern teacher. At the first, I observed 3 classes. Then I started conducting classes. Through observing classes, I learned how to manage the classroom. I have done so many extracurricular activities. And arranged a class picnic. 5.3 Class Observation Class Observation 1 Class 5 Time: 9:00 am to 9:45 am Date: 8 August, 2023 Teacher's name: Md. Zishan Hossen. Class Topic: Letter Writing. (English 1st Paper) The first class I observed was that of MD Zishan Hossen. He came to class exactly at eight fifty minutes. He talked for five minutes before starting the class. Then he took attendance. Before starting the class, he told the objectives of the class. He was going to take the class on how to write letters. Then he asked everyone if anyone knew the correct rules for writing a letter. Some students answered that they knew but didn't know the correct rules. Then the teacher asked everyone to take out the notebook. He wrote the structure of letter writing neatly on the board and asked everyone to write in the notebook. Then he explained each point written on the board with examples. Then he asked the students if there was any difficulty in understanding. Two students said they did not understand. Sir explained the whole structure to them again. Then he ends the class by having them practice one letter and another letter as homework. He was very friendly and cooperative with the students during his 45-minute class. He managed the classroom very efficiently and solved everyone's problems. Class Observation 2 Class 4 Time: 10:30 am to 11:15 am Date: 19 August, 2023 Teacher's name: Md. Sumon Ali Class topic: English 1st paper (Textbook passage) The second class I observed was that of MD Suman Ali. He came to the class at ten thirty minutes with the textbook of English first paper. Then he asked everyone to take out English textbooks and color pens. He took attendance before starting teaching. Then he started teaching and told everyone to take out page 42 of the book. First, he read the entire passage in English to the students and asked them to follow along. After teaching once in English, when he taught again, he taught with the Bangla meaning. While reading the passage for the second time, he said to write the Bangla meaning under the English word with a colored pen. After teaching the complete passage for the second time, he asked to write in the notebook with English words written in color. Then he took an oral test on it. A few could answer. Who couldn't give the answer he gave them homework to learn and rewrite at home. Then, he moved on to practical exercises first he explained the questions and then gave everyone homework to find answers from passages and write them down. In the entire class, he was a little strict and managed to be the student. All students were working according to his order. By his class-taking style, it was clear that he had prepared before coming to class. Class Observation 3 Class 3 Time: 10:30 am to 11:15 am Date: 2 September, 2023 Teacher's name: Ms. Sathi Akhter Class Topic: Punctuation marks. The third class I observed was Ms. Sathi Akhter's class. She came to class on time. After talking to the devotees for two minutes and asking them to sit attentively, she said that today's class was very important. Then she asked the students who they knew about punctuation marks. Almost all students answered that they know the definition of punctuation marks. Then she said that today they will be taught about their use. First, she wrote all the number of punctuation marks on the board. Students are asked to write them in the notebook. Then she proceeded to teach the rules for using each punctuation mark one by one. All the students were listening attentively to the teacher. She taught the use of punctuation marks with various examples. Since it was a 45-minute class, she could not finish all the punctuation marks, so she finished her class with attendance and said she would teach the rest in the next class. She was very professional in class and managed the students. She also interacted with the students. She solved all student's problems and explained everyone nicely. 5.4 Class Conduction I take so many classes at the school. Here, I will describe my best, average, and worst classes. Best class Out of all the 12 weeks classes, this was the best class I took. Class :5 Number of Students :45 Subject: English 2nd paper Topic:

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Subject-Verb Agreement Period: 45 minutes I was very nervous. Because, it was my first taking classes in such an environment. I went to the class 5 minutes before the class time to overcome my nervousness and reduce the nervousness of the students. That five-minute ice-breaking session does break the inertia of mine and the students. At the beginning of the class, I informed the students about my lesson plan. They were all listening to me attentively. Then I asked them if they knew anyone about today's topic subject- verb agreement. No one could answer correctly about the topic. After that I told everyone about the topic in a simpler way, then many of them understood what I was going to teach them today. Then I wrote ten rules of subject-verb agreement on the board. Everyone wrote the rules in the notebook. Then I explained every rule one by one with examples. Sometimes some students asked how it happened, and I explained to them by comparing examples with real life. Once the ten rules were explained, I let them practice some of the rules. Amazingly 90% of the students in the class answered every question correctly. I explained again to those who could not. Then gave everyone some homework on this topic and took attendance in the last 5 minutes when the class time was over, I left for my next class. In the first 10 minutes of this class, I discussed the topic and told the objectives of the class. Then I explained the topic with examples after 20 minutes. Then practiced on the topic for 10 minutes and gave homework. Finally, I finished the class with attendance. Average class Class :4 Number of Students: 39 Subject: English 2nd paper Topic: Parts of speech Period: 45 minutes I went to the class just in time and played a game with students to make them feel comfortable in class with me and stay focused in the class when I started class. At the beginning I told them that today's class topic was mainly about parts of speech. I asked everyone to take out the English second paper book and asked what they knew about parts of speech. Most of the students answered that they knew about definitions and types. Then I explained the definition more thoroughly so that they could understand better. Then I discuss the eight types of parts of speech in detail. I have explained each type on the board with examples corresponding to real life. I asked the students, to let me know if they all understood the topic. Then I gave a passage and told them to find out the parts of speech from the passage. 65% of the students were able to give the correct answer and the rest could not identify them, I explained them by taking the passage again and identifying them. At the end, I gave homework to identify parts of speech from one more passage and then I finished the class with attendance. I spent the first five minutes talking topic-related and talking about my lesson plan. Then for the next 25 minutes, I explained the topic with examples. Practiced for the next 12 minutes. I finished the class with attendance for the last three minutes. Worst class This was the worst class I've had in three months of my internship. Class :3 Number of Students :15 Subject: English 1st paper Topic: Two passages from textbook Period: 45 minutes I was very tired due to the extreme heat. In that situation, the class was held at noon. That time the temperature was very high. So, I deliberately went to class five minutes late. After going to the class, I saw that only 30 percent students were present in the class. All of them had very bad conditions in the summer. Coincidentally, there was no electricity which means that the fan could not be used. Overall, all the students were tired and unfocused and I felt bad too. Class time was 40 minutes as a result of coming five minutes late. I started the class and asked to take out the English first paper textbook. Then I translated one of the two passages into Bangla and asked the students to write the word meanings on the board. As there were a small number of students, everyone wrote on the board. Then I asked a student to read the second passage. He read very well and translated the passage to Bangla. I also explained the meaning of difficult words. In the 40-minute class, I spent ten minutes reading the 1st passage. Then five minutes I told them to write the word meaning on the board. For the remaining 15 minutes, I told one of the students to read the second passage and I took the attendance. Finally, I finished the class 10 minutes earlier. 5.5 Learning as an Intern in the Institution After joining Adarsh Lipi Pre-Cadet School as Inter I worked there for three months. And after working for these three months, I have learned many things that will help me in my future work. They are ? I learned how to work according to rules and regulations in an institution. ? I have learned how to break down student inertia in the classroom so that students feel comfortable and cooperative with me. I also learned how to manage the classroom and teach using some techniques. ? I joined there as an intern but the teachers invited me to attend their meetings. By meeting with them I learned how to solve problems through critical thinking. ? I helped the teachers to arrange some programs through this I learned how to work through teamwork. ? My communication skills have developed a lot while interacting and communicating with students while taking classes in different sections. ? After working as an intern my confidence level has increased. now I feel I can do anything and I can manage any classroom of students. By doing the internship I was able to set my goals. 5.6 Extra Curriculum Activities · One of my extracurricular activities was assembly. I did the assembly several times. After the assembly, I guided them and sent them to the classroom. · Conducted the monthly examination and term

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