



**Internship Report on English Language Teaching and Observation**  
**at**  
**Jamila Khatun Lalbagh Girls' High School**

**Prepare by:**

**Sumaiya Nowshin Piya**

**ID: 201-10-2271**

**Batch: 49<sup>th</sup>**

**Semester: Fall-2023**

**Course Title: Project Paper with Internship**

**Course code: ENG 431**

**Supervised by:**

**Ms. Nahid Kaiser**

**Assistant Professor**

**Department of English**

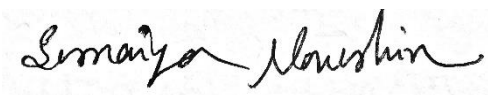
**Daffodil International University**

**Department of English**

**Daffodil International University**

## **Declaration**

I am an Internship student in the Department of English at Daffodil International University. I have prepared this project paper and title is "Project Paper with Internship" in English. I have completed an internship on "Class Observation and Basic grammar and Text book". My supervisor is Ms. Nahid Kaiser, Assistant Professor, Department of English, Daffodil International University.



---

**Name: Sumaiya Nowshin Piya**

**ID: 201-10-2271**

**Batch: 49**

**Department of English**

**Daffodil International University**

## **Certificate of the Academic Supervisor**

I am glad to Attest that the internship report submitted to the Department of English, Daffodil International University is an original work finished by Sumaiya Nowshin Piya, ID: 201-10-2271, for the course "Project Paper with Internship (Course code: ENG431) in the BA (Hons) program under my supervision. I wish her all success.



---

**Ms. Nahid Kaiser**

**Assistant Professor**

**Department of English**

**Daffodil International University.**

## **Acknowledgment**

First of all, I am very thankful and grateful for giving my internship work with a project paper at Jamila Khatun Lalbagh Girls High School. We are also grateful and doing our job properly.

I really like to thank my supervisor, Ms. Nahid Kaiser, for her support and brilliant supervision. I would like to add one sentence for her, she is just awesome because the way she makes us understand is quite good, and we accept this very clearly. She helped me a lot with this work.

In addition, I would like to thank the Headmaster at "Jamila Khatun Lalbag Girl's High School", Mr. Md. Mosharrof Hossen for giving me the opportunity to complete my internship at their school.

## **Abstract**

The objective of my internship report is to concentrate on the observation and English language teaching in Bangla Version School. In Bangladesh, English is a second language and not our mother tongue. This project paper also reveals the methods of teaching English as a second language in Bangladesh. However, it's sad that most people in my country can't speak and write in English. Very few people of my race can speak and write English. I think it is very difficult to adopt English discourse to understand English language teaching in Bengali context. I saw students not speaking properly and not maintaining correct pronunciation while speaking but they tried hard. This internship experience provides me with a tool that I will use in the future when I attend a school or college.

Finally, I would like to say that this project paper presents my three months teaching and observation experience.

## Table of Contents

|   |                |
|---|----------------|
| Declaration.....  | i              |
| Certificate.....  | ii             |
| Acknowledgement.....                                    | iii            |
| Abstract.....   | iv             |
| Table of Contents.....                                  | v              |
| Chapter -1: Introduction                                |                |
| 1.1: Introduction.....                                  | 01             |
| Chapter-2 : Objectives of the project                   |                |
| 2.1: Objectives.....                                    |                |
| 02  |                |
| Chapter-3 : Methodology.....                            | 03-04          |
| Chapter-4 : Institution Details                         |                |
| 4.1: Basic Information.....                             | 05             |
| 4.2: Background and information of the institution..... | 06             |
| Chapter-5 : Internship Activity                         |                |
| 5.1: Working Status.....                                | 07             |
| 5.2: Class Observation.....                             | 07-08-09       |
| 5.3: Class Conduction.....                              | 09-10-11-12    |
| 5.4: My activities on basis of week.....                | 13-14          |
| 5.5: Learning as an intern in the institution.....      | 15             |
| Chapter-6 : Limitations of the Internship               |                |
| 6.1: Limitations of the internship.....                 | 16             |
| Chapter-7 : Overall Findings                            |                |
| 7.1: My Findings.....                                   | 17             |
| 7.2: SWOT analysis of the institution.....              | 17             |
| 7.3: SWOT analysis of mine.....                         | 18             |
| Chapter-8 : Recommendations for the institution         |                |
| 8.1: Recommendations for the institution.....           | 19             |
| Chapter-9 : Conclusion                                  |                |
| 9.1: Conclusion.....                                    | 20             |
| <b>Appendix</b>   |                |
| Lessons Plans.....                                      | 21-22          |
| Class observation checklist.....                        | 23-24-25       |
| Internship offer letter.....                            | 26             |
| Internship Certificate.....                             | 27             |
| Photograph.....   | 28-29-30-31-32 |

## **Chapter-1**

### **Introduction**

#### **1.1: *Introduction***

My name is Sumaiya Nowshin Piya. My ID is 201-10-2271. I am a student of Daffodil International University in the Department of English. At the beginning, I always wanted to teach because I love this profession. When my varsity offer me, a course named "Project Paper with Internship." I grabbed the offer.

When I had to choose an institution for my internship, I chose a Bangla medium institution. Therefore, I chose a school named Jamila Khatun Lalbag Girl's High school for my internship.

Thus, the time durations of my Internship were 3 months. This three-month of teaching and observation helped me get to know the system of the class and the system of the school. My project paper describes my observation and basic introduction of English and I have taken few classes in the English language. This internship helps me to learn about the actual suffering of job life, many complications, and also many memorable memories with teachers and students. I would like to say that this internship is beneficial for students who wants to build their career in any profession.

## Chapter-2

### Objectives of the project

#### 2.1: Objectives

- To learn the "English language teaching" techniques in a Bangla medium school.
- To gather some knowledge involved in teaching.
- To learn how to conduct classes with the students.
- To get ideas on how to apply language learning strategies in the classroom.
- To know how to control them.
- To understand the conditions of students' English language proficiency in reading and speaking.
- To find out how to take care of weak students.



## Chapter-3

### Methodology

- For my internship, I selected an institution in Dhaka. The name of the institution is Jamila Khatun Lalbag Girl's High school. The institution helps to observe classes and conduct classes for project paper writing for completing my internship. This institution is near my house. I have heard its name a lot since it is a government school so I gave an interview. They selected me. As it is an educational program, it is paid. They treated me as a teacher. Then I finally got the offered letter, there they gave me permissions for the internship work, which write down by formal way. Then I went to the institution regularly for my next work.
- Though I am an internship student, My supervisor was Ms. Nahid Kaiser. Nahid kaiser madam is an Assistant Professor of English Department. She is senior teacher at Daffodil International University. She takes care of every student very well. But when it comes to internship students, she takes more care. She said that, "I am available for you every time, but our internship work must be perfect". After ensuring the school, madam elaborates on me in full details about my internship, how I can work, which way is best for me, which method I apply in the classroom, and how I can conduct the classes. She said to me, "Every day I must note every observation and what I do in every class." I took all the notes on my observations and what I did in the class. I wrote these notes in my notebook. After completing my work at school, ma'am called a meeting and gave proper instructions. We have done specific things in a week that have made our job easier.
- The first day when I went to take class, I was so nervous and thought about how I would cope with the situation. After the first day, my confidence level came back. Finally, I successfully took some classes with them. I must say, observation classes helped me a lot to take these classes. I made a lesson plan and prepared study materials before

conducting each class. But I have selected classes 6,7,8 and 9 for class management and observation. After that I observed many classes in the institution. I like to say, "For the first month, I observed classes and took notes. When I observed classes, I noticed all the things like- how a teacher treated a weak student, how to do group work of students, what the leggings of students were, and the way of teaching. Through this observation, I learned many things that help me when I take classes.

- At last, I managed the selected classes on Article and Tense on the GTM (Grammar Translation Method) Method. GTM is a method used to learn any foreign language by translating or converting all the sentences of the native or our own language into the target language. I used this method because most of the students did not understand the English lecture. I gave them some assignments, homework, some class tests and also organized some seminars like listening, speaking, writing in class .Most of all were very nice and they were so helpful. Eventually the class I got positive results from the students. Thus, I think it was a great platform for me during my undergraduate life. I took every teacher and student's feedback for myself. I tried to find my leggings through this feedback. I am not good at English. But after taking some classes the fear decreased. When I found that, I worked on my leggings to improve.

## Chapter-4

### Institution Details

#### 4.1: Basic Information

**Name:** Jamila Khatun Lalbag Girl's High School.

**Location:** Lalbagh road, Lalbag, Dhaka-1211

**Year of Establishment:** 1959

**Number of Buildings:** 3

**Students:** 430

**Code of Dress:** Formal

**Number of Teachers:** 8 Female and 7 male.

**Shift:** Morning

**Playground:** yes

**Library:** yes

**CCTV monitoring:** yes

**Canteen:** Yes

**E-mail:** [jamila.khatun24434@yahoo.com](mailto:jamila.khatun24434@yahoo.com)

**Website:** [www.jamilakhatunlghs.edu.bd](http://www.jamilakhatunlghs.edu.bd)

## **4.2: Background and information of the Institution**

This institution was founded in 1959 by the Jamila Khatun Lalbag Girls High School. It was located at Lalbagh in Dhaka, Bangladesh. It serves students of secondary level. This institute is a non-government institute, EIIN number is 108149.

For outstanding contributions in the education sector, it was award by the Government of the People's Republic of Bangladesh. The school consisted of poor and middle-class students. But there are no differentiations. There is a playground in front of the building. Cultural events are held in their playground. It provides education in the following subjects: Science, business studies and humanities.

There are no extra tuition fees at this institution. The salaries of the teachers also come from the government and school. All teachers of the school are highly qualified. Most of them have done BA BED and MA BED with good academic results from various universities. They are really very polite and polite.

## Chapter - 5

### Internship Activity

#### **5.1: working status**

I am doing work as a teacher at Jamila Khatun Lalbag Girl's High school. Everyone behaved with me like any other teacher. Some of them called me "Picchi Apa". The first day I go to school and meet all the teachers, students.

First, I observed the class to gather experience, how they manage the class and control the students. Then I conducted the class. First class started at 8:10 AM. My mentor, Md.Mosharrof Hossen, is the Headmaster of the English teacher at this school. In these 3 months, he guided me and helped me a lot. After that, I started teaching them. I have done many co-curricular activities, sometimes organizing cultural events in the class.

#### **5.2: Class Observation**

I observe many classes, which help me to understand many things later. I take notes on the pad and observe the classes very attentively. Their teaching styles are attractive. So, I assembled some of my class observations:

##### **Class Observation-1**

This is the class observation detail for August 20, 2023. It was my first day of class. The class start at 8:10 a.m. also finished at 9:00 a.m. Class 8 was taken by Selimuz Zaman Sir, and the subject was "English second paper". On that day, 35 students were presented among the 50. That day's class observation details are below: Two minutes: Greeting. Five minutes discussion on a normal topic.

First, I saw the teacher check the attendance list before starting his class. After that sir wrote down topic name on the whiteboard. The topic name was Article. Then teachers asked the student about Article. I found that both teachers and students was followed that grammar books. After that, the teacher started writing rules. When he wrote the rules of Article, he also wrote down some real life examples. In his lecture time, he asked the student some question. While conducting the class, the teacher was asking the students some questions to check whether they understood or not or to check their understanding. He use both Bangla and English to manage a comprehensible class. He utilized GTM strategy for conducting the class. Then the bell rang, the teacher gave homework by selecting a page from the grammar exercise book (Advanced learners by Chowdhury and Hossain) and the class finished.

## **Class Observation-2**

My second class observation was class Six, It was August 27, 2023. Class time was 10:40 am to 11:20 am. The name of the class teacher was Md. Mosharrof Hossen and the class was taken on English 1st paper.

At First, he attended. Secondly, he starts the class with the objectives of the lessons. Next, he read out the text with Bangla meaning. Then, he asks the students if they understand or not. He gives them some works regarding all over the texts. Students also cooperate. He utilizes the GTM strategy when conduct the classes. He uses both languages like English and Bangla to manage an understanding class. He tries to relate the lessons to real life examples, he asks questions and answers from them if they needs. In total, Sir conducts the classes effectively and students understand the lessons.

The students are able to understand the lessons. The name of the topic is Bangabondhu life and history. Sir tries his best for making the students' classes more understandable. He makes topic easy for the students. Thus, he successfully accomplishes the goal. As the new curriculum is now given,

it is said to work in groups. The students were grouped by two benches and told to do that lesson. Since there were many students, there were 7-8 students in each group. After giving the students a task, he started checking every group's script. He gave a lot of information to the class on the topics. The bell rang, so the class was over.

### ***Class observation- 3***

My observation of class was on August 29, 2023. That is the third part of class nine. It starts at 12pm to 12:50pm. This class was managed by Fairuj madam and the topic was "Speaking". In that class, Fairuj madam presented a session on "How to speak fluent". I observed that madam is directly using 90% English language because of the students' development of listening skill as well to the students. I noticed that she also didn't emphasize accents but rather used normal speaking forms. Such as: Guardian (গার্ডিয়ান) I mean, it seems like pronunciation.

Some of the students asked some nominal questions which are highly related to speaking skills. Like How are you? What's going on? That's all madam used in the expression; on the other hand, Students also asked the same thing. She replied very peacefully.

### **5.3: Class Conduction**

I was asked to take the English first and second paper in class 8. My mentor, Mr. Mosharrof Hossen, chose a topic for me that was "Article and the use of Articles". So I prepare myself and make lesson plans. This is my first class conduction in front of the students. At first, I was a little nervous in class. After some time, I got to conduct many classes.

## **Class Conduction- 1**

**Class: Eight**

**Number of students: 30**

**Subject: English 2nd**

**Topic: Article**

**Time: 50 minutes**

I took my first class on September 10, 2023. The first class started at 8:10 a.m. and finished at 9 a.m. I entered the classroom with my mentor, Mr. Mosharrof Hossen. Sir (he) introduced me to the students and told them that now Piya madam is in your class as a teacher. Sir went behind and sat on the last bench to observe my classes. It is the first day of my class, so I feel very nervous.

I started my class pursuant to the lesson plan. So, the first part was a normal session like I asked them about their health conditions and how their day was going in Bangla. Then I asked the students some questions about the previous class. After that, I will start a new session named "Article". First, I introduced the topic and gave a definition.

I teach students some essay rules. I write some examples on the white board to make the topic easy and understandable as well as comfortable. Undoubtedly, it was a great moment for me because most of the students were very nice and positive. Because of this I was able to complete the class appropriately.



**Class Conduction : 2**

**Class: Nine**

**Students: 35**

**Subject: English 1st & 2nd**

**Topic: Paragraph**

**Duration: 50 minutes**

My second class was on September 14, 2023. I conduct classes in class 9. In first grade, my subject was "Paragraph Writing". I am very happy to see them. I saw a large number of students present there. Although, I get a bit nervous, but after a while I realize that they are so friendly with me.

At First, when I enter the class, they greet me very well. Students give me chocolate. Since it is my first class with them, I introduce myself to them. Finally, I told them about the purpose of taking the class and described my internship project paper. They are very impressed by the way I talk to them. Next, I asked them what they wanted to learn. They asked me to take a session on how to write a paragraph. At first I explained to them about the passage. What is that paragraph? I taught them to have only one paragraph per paragraph. I also teach them about the importance of topics and sentences. I give them some examples and teach them how to write a perfect paragraph. I advise the students how they can improve their writing skills. I also asked them about free-hand writing skills.

Next, I ask them to write a paragraph about "Tea stall" using freehand. Later, I checks some of their answer scripts and some of their writings surprised me. At the end of the class, they said to me they are very comfortable with me. They were very friendly and helped me to take the class very well.

### **Class Conduction- 3**

**Class: Seven**

**Number of students: 50**

**Subject: English 1st**

**Topic: The fox and the ox (Text)**

**Time: 50 minutes**

My 3rd class was on September 17, 2023. I conducted classes with class 7, and the class started at 10:40 a.m. and finished at 11:20 a.m. The topic was "The frog and the ox". Selimuz Zaman sir told me to follow this TG book and gave me the responsibility of this class.

After taking on the responsibility, I asked them about their health and how their parents and day was going. I conducted the class on a selected topic. Then, I gave them group work as per TG book. Explain the passage at first, then there was a column (word meaning) and question answer session, which I grouped them to do it.

Actually, I divided them into seven groups. And I told them, "please read carefully and write the question answers and identify the forms of the underlined words and write down and solve it". I gave them 20 minutes to write. Some of them got good marks. Then I will give them homework. That is how I finished my class with seven.

#### 5.4: My Activities on Basis of week:

|                             |   |
|-----------------------------|---|
| <p><b>Week (1 to 2)</b></p> | <ul style="list-style-type: none"> <li>● Introduction with the head teacher, the other teacher and students.</li> <li>● Joining as a guest teacher. He permitted my letter.</li> <li>● Took teachers and students information about classes and about the routine.</li> <li>● The first week I observed the class of information 7 and 8 by Selimuz Zaman.</li> <li>● Observing students class of information 6 and 9 by Md. Mosharrof Hossen.</li> <li>● Gather teaching experience.</li> <li>● Take notes on how she conduct class and control the students as well as gathered experience from their teaching techniques.</li> </ul> |
| <p><b>Week (3)</b></p>      | <ul style="list-style-type: none"> <li>● Observing students' performance in the class.</li> <li>● 3rd class observation conducted by Ms. Fairuz</li> <li>● Prepared a lesson plan for my class's conduct.</li> </ul>  |
| <p><b>Week (4)</b></p>      | <ul style="list-style-type: none"> <li>● Introduction class to the students of class eight.</li> <li>● Taught them basic knowledge of Articles.</li> <li>● Introduction to class 9.</li> <li>● Gave some ideas about how to write paragraphs.</li> </ul>  |
| <p><b>Week (5)</b></p>      | <ul style="list-style-type: none"> <li>● Introduction to class six.</li> <li>● Give them group tasks. After that they entertain me by sang a beautiful song and I also do that..</li> <li>● Introduction to the students of class ten.</li> <li>● Realize the feelings of how a teacher gives effort for better understanding to his students.</li> </ul>   |

|                        |   |
|------------------------|---|
| <b>Week (6)</b>        | <ul style="list-style-type: none"> <li>● Performing the role of invigilator in the class test examination hall.</li> <li>● Helping other teachers solve the problems of students.</li> <li>● Helping my mentor check the examination script like marks count, total examiners, who was absent etc.</li> </ul>   |
| <b>Week (7)</b>        | <ul style="list-style-type: none"> <li>● Class conducting with class six.</li> <li>● The topic was lesson's glossary(Words meaning)</li> <li>● Arranged a mini cultural program.</li> </ul>   |
| <b>Week (8)</b>        | <ul style="list-style-type: none"> <li>● Class conducting in class seven.</li> <li>● Arranged a drawing competition.</li> <li>● Gave them advice at every end of the class and they also gave me feedback and a lot of love.</li> <li>● Taking a proxy class.</li> <li>● Conducting three classes this week.</li> <li>● Play the role of a teacher.</li> </ul>  |
| <b>Week (9)</b>        | <ul style="list-style-type: none"> <li>● Took class in class nine.</li> <li>● Taking a listening, speaking, writing class.</li> <li>● Class Conduction in class seven.</li> <li>● Give them some homework.</li> <li>● I advised them to read more and more, increase their reading and speaking skills.</li> </ul>  |
| <b>Week (10 to 11)</b> | <ul style="list-style-type: none"> <li>● From October 20, 2023 to 28 October 2023, all academic activities are closed for Durga puja.</li> <li>● Attending my farewell arranged by students and receiving a beautiful bracelet from them. Some of them cried and requested me not to go. That was my achievement from them.</li> <li>● Receiving my testimonial from the director of the school.</li> </ul> |

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

I think that is very momentous and significant learning by Internships students on how to performs as teachers in the classrooms. I also learned how a teacher conducts a class with his or her students. When I monitor the classes, I learn a lot from teaching skills and understanding of a good teacher quality. This is a wonderful procession for me. It's what I've achieved from the institution. Headmasters and others tell me to join them in meetings or discussion sessions.

When we went into our professional or job lives and wanted to communicate with our colleagues, that communication was different and that's called professional communication. I also learned professional communication during my internship. Everything made me more skilled, knowledgeable and diligent.

## Chapter- 6

### *Limitations of the Internship*

#### **6.1: Limitation of Internship:**

I am a newcomer to this field, I have felt some limitations, I occasionally suffered from a lack of confidence in certain situations. I experienced low self-esteem.

- I wanted to conduct class in English but students were habitual in GTM method. So, most of the class i conduct in Bangla.
- As I was the youngest of all teachers, I felt hesitated while discussing anything. That time I was feeling alone and nervous in the School.
- As I am not much older than students are, they do not follow my instructions like other teachers. That was another limitation for me.
- Low proficiency in myself.
- Already they have three English teachers. Unfortunately, one was retired. They gave me a routine like others. Hence, this was difficult to hold down the curricular activities besides the classes. It was another limitation for me.

## Chapter - 7

### Overall Findings

#### 7.1: *My Findings:*

- Teachers' teaching methods are not efficient for the students.
- The Teacher talks in Bangla with his students. Use of both languages in the class because this is the Bangla medium school.
- Learning materials in the classroom are limited to textbooks.
- There is no proper use of any multimedia in the room.
- They do not have any scope to exercise in listening and speaking class.
- Teachers are not strictly behaved with students. They bring something, which should not be allowed in the classroom. Like colorful clips, Lip balm, comb etc.

#### 7.2: *SWOT Analysis of the Institutions (School):*

|   |  |
|---|--|
| <p style="text-align: center;"><b><u>Strengths</u></b></p> <ul style="list-style-type: none"><li>● Highly educated teachers.</li><li>● Position of the Institution.</li><li>● Decorated class and logistics supported</li></ul>                                       | <p style="text-align: center;"><b><u>Weakness</u></b></p> <ul style="list-style-type: none"><li>● Lack of Library and Club.</li><li>● Limited teachers.</li><li>● Communication gap with guardians.</li></ul>                          |
| <p style="text-align: center;"><b><u>Opportunities</u></b></p> <ul style="list-style-type: none"><li>● Trained teachers.</li><li>● Admitted more students.</li><li>● Colorful papers and flowers decorated the classroom.</li><li>● They offered breakfast.</li></ul> | <p style="text-align: center;"><b><u>Threats</u></b></p> <ul style="list-style-type: none"><li>● Some complaints of the unsatisfied parents.</li><li>● Lack of extracurricular activities.</li><li>● Lack of practical labs.</li></ul> |

### 7.3: My SWOT Analysis:

|   |   |
|---|---|
| <p style="text-align: center;"><b><u>Strengths</u></b></p> <ul style="list-style-type: none"><li>● I am Enduring enough.</li><li>● Love to teaching.</li><li>● Ability to be a counselor for students.</li><li>● I can communicate easily with students.</li></ul>  | <p style="text-align: center;"><b><u>Weakness</u></b></p> <ul style="list-style-type: none"><li>● Lack of confidence.</li><li>● Nervousness.</li><li>● Time management problem.</li><li>● Lack of fluency.</li></ul>  |
| <p style="text-align: center;"><b><u>Opportunities</u></b></p> <ul style="list-style-type: none"><li>● Try to get rid of tensions.</li><li>● Make a routine for a student.</li><li>● I came to know my weakness and work on it.</li><li>● I can start my career as a teacher.</li><li>● They paid me.</li></ul> | <p style="text-align: center;"><b><u>Threats</u></b></p> <ul style="list-style-type: none"><li>● Need to increase my vocabulary.</li><li>● Lack of technology knowledge.</li><li>● Low self-esteem may harm my career goals.</li><li>● Can't control laughing in critical situations.</li></ul> |



## Chapter - 8

### **8.1: *Recommendation of the Institution:***

Since fulfilling my 3 months of internship as an Observation and English language teacher in the institution, I expressed various issue that is need for the institution. These are:

- There should be counseling hours in the schedule to improve students' mental health.
- I did not see the team members actively participating. Teachers should make students participate in program activities at any cost.
- Schools should install multimedia projectors all over the class.
- A library can be established for students. In this library, students read something new out of the textbook.
- Teachers should be more careful with their students.

## **Chapter - 9**

### **Conclusion**

#### **9.1: Conclusion**

I am an intern student. I reveal my cordial thankfulness to Jamila Khatun Lalbagh Girls High School and Principal. He gave me the opportunity to complete my internship as a teacher. An internship is mandatory to complete my B.A. (hons) in English. For my internship, I chose an institution and decided to work as an English teacher. I feel I am very lucky to join teaching. Because I think, teaching is a noble profession. In Bangladesh, English teaching is a very difficult task. English teaching is very difficult because English is a second language. I achieved many things. I find out my limitations and gathered lots of knowledge through the internship managed to complete my internship well. With all my experience and I have no doubts about start my career as a teacher of English. It helped me choose my future career.

## Appendices

### ***Lesson plan.***

### ***Lesson plan- 1.***

**Name of Subject:** English 2<sup>nd</sup> paper.

**Period:** 1<sup>st</sup> period.

**Duration:** 50 minutes.

| <b>Session</b>              | <b>Activities</b>  | <b>Time</b> |
|-----------------------------|--|-------------|
| Introduction                | Asking students about their health and how their day was going and warming up by playing some games or funny exercise. | 05 minutes  |
| Topic discussion            | Introducing the topic and explaining what is Article, how to learn quickly, then I will start to teach them.           | 20 minutes  |
| Question and Answer session | Asking questions from today's lesson.  | 05 minutes  |
| Practice                    | Give some work, check the answers and give feedbacks..   | 15 minutes  |
| Homework                    | Students must practice Article and tense rules at home. End the class, I would be thankful to attend the sessions.     | 05 minutes  |

**Objective:** We did things sometimes like singing, dancing, debating, practicing, speaking etc. at the end of the class.

## ***Lesson plan***

### ***Lesson Plan- 2.***

**Name of Subject:** English 1<sup>st</sup> paper.

**Period:** 4<sup>th</sup> period.

**Duration:** 50 minutes.

| <b>Session</b>              | <b>Activities</b>   | <b>Time</b> |
|-----------------------------|---|-------------|
| Introduction                | As always, an introductory session and warm up session by playing or doing some funny activity.         | 05 minutes  |
| Topic discussion            | Read the text carefully and taught them the meaning explained in Bangla and underlined important lines. | 10 minutes  |
| Question and Answer session | Ask them if they have any confusion, ask me questions.  | 10 minutes  |
| Class work                  | Give them a group task  | 20 minutes  |
| Homework                    | Passage's vocabulary for memorizing.  | 05 minutes  |

**Objective:** They need to know how to read passages with corrects pronunciation and also need to learn how to work in groups.

## Class observing check list:

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: Jamila khatun Lalbag Girls high school

Teacher's Name: Selimuz Zaman

Class: Eight Section: A, B No. of Students Present: 35

Course Title & Code: English Second paper Room No: \_\_\_\_\_

Peer/Observer: Sumaiya Nourhin piya

Date and Time: August 20, 2023 ( 8:10 - 9:00 am) first period.

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

- i. To introduce rules of Articles.
- ii. To conduct a question and answer session.
- iii. To proper use of Articles.

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

The objectives were achieved. Students were able to understand the rules of Articles. Most of the students were capable of answering the questions. Teacher made lesson interesting.

| S/N | Review Section  | In what ways? ( Specific examples/ clarifications)   |
|-----|---|--|
| 1   | <b>SUBJECT MATTER CONTENT</b><br>(shows good command and knowledge of subject matter; demonstrates breadth and depth of mastery, tries to develop a knowledge seeking behavior among students)  | His pronunciation and reading skills are good. He provided many information regarding the topic. |
| 2   | <b>ORGANIZATION</b><br>(organizes subject matter; states clear objectives; emphasizes and summarizes main points, meets class at scheduled time, starts and finishes the lesson properly with an attractive warm up and a conclusive end- how the objectives of the lesson met/ what they have learned) | class organization was good and very much effective.   |

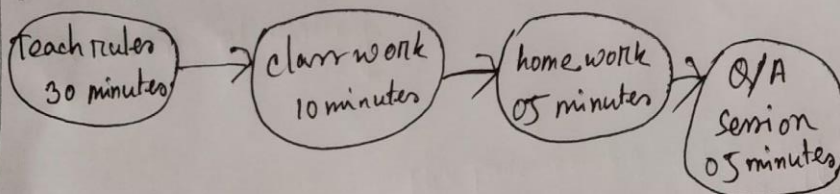
|   |  |   |
|---|--|---|
|   | today)   |   |
| 3 | <b>RAPPORT</b><br>(holds interest of students; is respectful, fair, and impartial; provides feedback, encourages participation; interacts with students, shows enthusiasm, both teacher and students are ready for the class not only on subject matter but also in manner, etiquette and attitude)  | He tried to grow a positive vibe in the classroom. He was able to hold on students interest in the classroom. |
| 4 | <b>TEACHING METHODS</b><br>(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 followed "Grammar translation method" and used both bangla and English to keep the balance.                |
| 5 | <b>PRESENTATION</b><br>(establishes classroom environment conducive to learning; ensures learners' interests, maintains eye contact; uses a clear voice, strong projection, proper enunciation, and standard English)  | His presentation skill was good and has loud voice.   |

#### MANAGEMENT

Was the time spent properly?

Yes, the class time 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)



**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 went smoothly and successfully done by the teacher.

Strengths observed:

- ① He had great confidence in the class.
- ② He controlled the students properly.

③ He was fit with loud and clear voice. ④

**Suggestions for improvement:**


He should give more homework and classwork.  
He tried his level best.

**Overall impression of teaching effectiveness:**

He was quite organized and fantastic person.



## Internship Offer letter:

**জামিলা খাতুন লালবাগ উচ্চ বালিকা বিদ্যালয়**  
২৯৭ লালবাগ রোড, লালবাগ, ঢাকা-১২১১  
ফোন : ০২-২২৩৩৬৩০১৫, মোবাইল : ০১৩০৯-১০৮১৪৯, ০১৭৩০-৪৩৫৪৪১  
স্কুল কোড : ১২০৬, EHN : 108149, স্থাপিত : ১৯৫৯  
Email : jamila.khatun24434@yahoo.com, Website: www.jamilakhatunlghs.edu.bd

সূত্র : তারিখ :

REF: Date: 19.08.2023

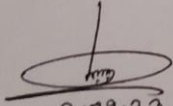
To  
Sumaiya Nowshin Piya  
Student (final year)  
Department of English,  
Daffodil International University.

**Subject: Letter of Internship Acceptance.**

Dear Sumaiya,  
we are pleased to offer you an internship program with Jamila Khatun Lalbag Girl's High School for a period of three months.  
As it is an educational program ,it is paid.However,as far as the othr benefits are concerned, you will definetly get them.You should note that any information and data collectd from you during the course of your intership should be kept confidential at all times.Your joining date will be 20<sup>th</sup> AUGUST,2023.


We appreciate your interest in our institution.

Your sincerely,

  
03.09.23  
**Md. Mosharraf Hossen**  
Headmaster, Index No-271869  
Jamila Khatun Lalbag Girls' High School  
297, Lalbag, Dhaka-1211



## Internship certificate:

|   |  |
|---|--|
|   | <b>JAMILA KHATUN LALBAG GIRLS' HIGH SCHOOL</b><br>297 Lalbag Road, Lalbag, Dhaka-1211<br>Phone : 02-967015, Cell : 01309-108149, 01730-435441<br>School Code : 1206, EIIN : 108149<br>Estd. 1959 |
| Ref :   | Date : .....   |
|   | Date:31.10.2023  |
| <b><u>Testimonial</u></b>   |  |
| <p>This is certify that Sumaiya Nowshin Piya, a student of Daffodil International university, ID:201-10-2271,has successfully completed three months of internship as her project work at “Jamila Khatun Lalbag girls’ high school. The teachers were gratified of her endeavor. She managed to gather positive feedback from the students as well.</p> |  |
| <p>Sumaiya Nowshin Piya is a motivated, well-mannered and hardworking person with a great sense of responsibility. I wish her a very successful professional life.</p>  |  |
| <br>31.10.23<br>Md. Mosharof Hossen<br>Headmaster, Index No-271869<br>Jamila Khatun Lalbag Girls' High School<br>Lalbag Dhaka-1211  |  |

## Photographs:

### National assembly



### Teachers



### Class Observation:





**Group work:**

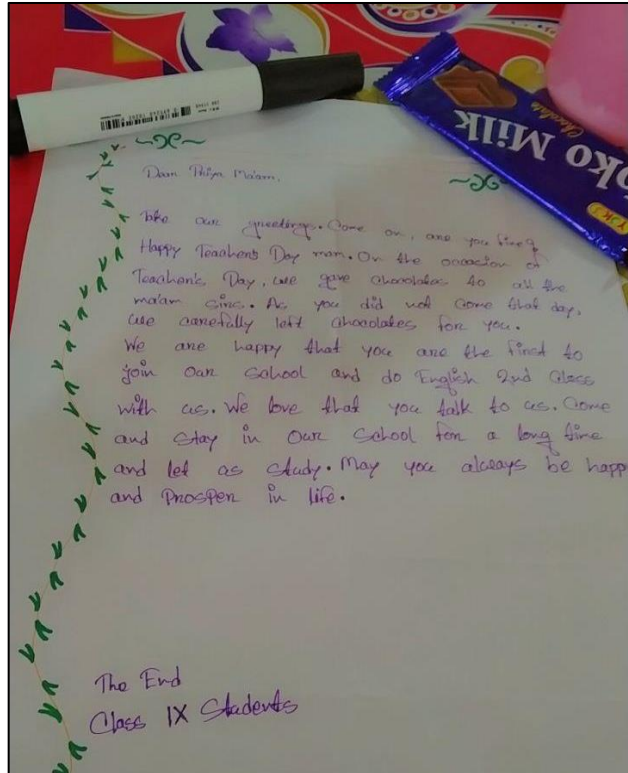


**Book fair:**





## Gifts



**Students:**





