



**Internship Report On**  
**``My Experience as a Teacher at Biharpur Govt. Primary School``**

**Course Code:** ENG 431

**Course Title:** Project Paper with Internship

**Semester:** Fall 2023

**Supervised by**

Md. Nuruzzaman Moral

Assistant Professor

Department of English

Daffodil International University

**Submitted by**

Supriya Rani

ID: 201-10-2258

Batch: 49

Department of English

Daffodil International University

**Date of Submission:**

## Declaration

I hereby acknowledge that the project work titled ``My Experience as a Teacher at Biharpur Govt. Primary School`` submitted to the Department of English, Daffodil International University, is a transcription of the original work done by me under the supervision of Md. Nuruzzaman Moral, an assistant professor of English at Daffodil International University. The paper is written to complete the requirements of the course Project paper with Internship (ENG 431), and which is a part of the degree B.A. in English.



.....

**Supriya Rani**

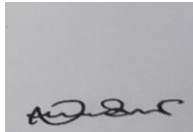
ID: 201-10-2258

Department of English

Daffodil International University

## **Certification of the Supervisor**

This is to notify that, Supriya Rani, ID 201-10-2258, a student of the Department of English, Daffodil International University, has completed her internship report titled ``My Experience as a Teacher at Biharpur Govt. Primary School`` under my supervision. I am glad to state that she has through all the necessary steps to complete the report and the report carries all the information, data, analysis and findings. The report seems to be an authentic one and made for only academic purposes. I wish her success in every aspect of life.



.....

**Md. Nuruzzaman Moral**

Assistant Professor

Department of English

Daffodil International University

## **Acknowledgment**

All praises to Lord Krishna who has created me and enabled me to successfully complete this work. I am very glad to have the opportunity to teach in that school where I was a student before. I would like to express my heartiest gratitude to my respected supervisor Md. Nuruzzaman Moral for his valuable advises and comments that were very helpful. He simplified the whole process to finish this internship project successfully. I am also grateful to Malay Kumar Das, Head teacher of Biharpur Government Primary School and all the teachers for their help and assistance during the working period. This internship program could not be completed without their support and co-operation. I would like to thank my parents and my whole family for their inspirations, sacrifices and constant blessings during the long process of making my academic career that will never pay off.

## **Abstract**

This report covers my progress through observing and conducting classes in this three months internship. The main objectives of this internship are to develop communication skill, manage instant problems and improve work ability. I was allowed to do my internship at Biharpur Government Primary School and during this period I tried to fulfill all the objectives. I observed several classes of the teachers to see their teaching process. Throughout the project I took many classes and tried my best to teach the students by using the technique that I learned from the respected teachers. This internship program has helped me to acquire new knowledge. I learned the techniques to teach many students and overcome several problems with my techniques. I try to find out my weak points and work for it to do better in future.

## Table of Content

<b>Chapter</b>	<b>Title</b>	<b>Page</b>
	Declaration	ii
	Certification of the supervisor	iii
	Acknowledgment	iv
	Abstract	v
	Table of Contents	vi
Chapter 1	<b>Introduction</b>	1
Chapter 2	<b>Objectives of the Internship</b>	2
Chapter 3	<b>Methodology</b>	3
Chapter 4	<b>Institution Details</b>	4
Chapter 5	<b>Class Observation Report</b>	5-10
5.1	First Class Observation	5-6
5.2	Second Class Observation	7-8
5.3	Third Class Observation	9-10
Chapter 6	<b>Teaching Experience</b>	11-20
6.1	Day One	11-12
6.2	Day Two	13-14
6.3	Day Three	15-16
6.4	Day Four	17-18
6.5	Day Five	19-20
Chapter 7	<b>Overall Findings</b>	21
Chapter 8	<b>My Experiment as an Intern</b>	22
Chapter 9	<b>Recommendations</b>	23
Chapter 10	<b>Conclusion</b>	24
Chapter 11	<b>Appendices</b>	25
11.1	Internship placement letter	25
11.2	Photographs	26
11.3	Certificate of Internship	27
11.4	Plagiarism Report	28

## **Chapter - 1**

### **Introduction**

Internship means a temporary permission to any workplace. Though the position of an intern is temporary but it is the first step in becoming a professional. As it is a job so there are lots of responsibilities of that position to hold. A successful internship program is important for both theoretical and practical knowledge. I am Supriya Rani, a student in the English Department at Daffodil International University. As I want to be a teacher in future so I began my internship at Biharpur Government Primary School. Through this internship program the students of the English Department can gain practical experiences about the activities and management practices of various institutions and schools by doing the thing and facing working challenges. The main goal of this project is to figure out the usage of English language in various work fields.

During this internship period, I acquired several knowledge such as, the responsibilities of a teacher, how to maintain a class, how to teach and how to build good relationship with students. Conducting classes was little bit difficult for me at first because I had to make lesson plan, maintained the classroom and also managed the time properly by focusing on the students whether they were enjoying my class or not. After conducting a few classes I overcome this problem. By the instruction of my supervisor Md. Nuruzzaman Moral, an assistant professor at Daffodil International University I worked as an English teacher in Biharpur Government Primary School and observed how English is taught currently in a school.

## **Chapter - 2**

### **Objectives of the Internship**

An intern is offered an internship with multiple objectives, he or she must achieve a specific level of practical knowledge. I focused on some of the objectives that are:

- Learning new techniques of teaching and being able to apply them.
- Maintaining the class time properly.
- Figure out the several ideas of teaching English in school.
- Using several technology such as ESL songs on YouTube, power point slides to get more attention of the students.
- To create a friendly relationship between student and teacher.
- Maintaining eye contact and correct pronunciation while speaking.
- To acquire more confidence in teaching for my future about teaching.
- Observing several classes to gain more practical knowledge.



## **Chapter – 3**

### **Methodology**

At the beginning, I was very worried to decide whether I should go for bank or school to do my internship. Later on, I was assigned a supervisor and he suggested me to do my internship in a school as I want to be a teacher in future. To achieve my goal I have taken some steps:

- I choose to work at Biharpur Government Primary School.
- I discussed about the internship procedure to the headteacher and asked for his permission.
- After providing the recommendation letter, the headteacher gave me permission.
- I observed five classes and then take another five classes as an English teacher.
- I spoke with other teachers` to learn how they instruct, motivates and warm up the students.
- I believe that this experience will have a positive impact on my future.

**Chapter - 4**  
**Institution Details**

Institution Name	Biharpur Govt. Primary School
Location	Biharpur, Akkelpur, Joypurhat
Establishment	1992
Academic Building	03
Shift	Day
Economic Fund	Government
Number of Teachers	07
Number of Students	338
Library	Yes
Canteen	No
Playground	Yes
Uniform	For boys: Ash colored shirt & navy blue pants. For Girls: Ash colored shirt with navy blue frock and white sallower. Red tie , black belt , white shoes and socks for everyone
Extracurricular Activities	Yes
Teacher`s qualification	Graduate
Transportation	No

## **Chapter – 5**

### **Class Observation Report**

#### **5.1 First Class Observation**

Class: Five

Students: 41 out of 58

Subject: English for Today

Topic: Saikat's Family

Date: 03 August 2023

Name of the Teacher: Malay Kumar Das

Class time: (10AM - 10:45AM)

I observed the first class of class five. The class teacher was Malay Kumar Das. He entered the classroom on time and started his lesson with Greetings. Before started the main topic the teacher draw a picture on the board and asked the students to say something about this picture. As the lesson was about someone's family so the teacher draw a picture that was related to the topic. Some students raised their hands to say something about this picture. After listening their opinion, the teacher started to read the main text. The teacher instructed the students to read the text loudly with him at least 3-4 times. The teacher also made some group and directed them to listen each other's reading so they can identify their own mistakes. This process is called practice session and it lasts for 15 minutes.

When the practice session end, the teacher wrote some uncommon words from the text on board. At the end of the class, he gave some homework to the students.

## Review of First Class

Serial No.	Main Section	Clarifications
1	<b>Subject Matter Content</b>	The teacher had a good knowledge about the topic. His voice was clear and he tried to explain the story very well for this reason all students were attentive.
2	<b>Teaching Methods</b>	Teaching method of the teacher was very organized. He uses five stages including Greetings, Input, Practice, Output and task to complete the lesson
3	<b>Presentation</b>	He was confident and maintained eye contact with all students. The teacher was able of engaging students in learning.
4	<b>Time Management</b>	The teacher was punctual. He started and finished the class in time.

### Strength observed:

- His English pronunciation was good and he was confident enough.
- The atmosphere was good of this class because of the friendly behavior of the teacher.

**Suggestion for improvement:** The teacher should use more English words in the class.

## 5.2 Second Class Observation

Class: Three

Students: 45 out to 60

Subject: English For Today

Topic: Unseen Passage

Date: 06 August 2023

Name of the Teacher: Champa Rani

Class duration: (12PM-12:45PM)

The first period of class three was 12PM -12:45 PM and it was a English class. I went to this class with the class teacher Champa Rani. She entered the classroom and exchange greetings with students and warm the students by showing a greetings song on multimedia. The unseen text was about Bayazid Bostami. At first, she presented a big size picture related to the text and ask the students what they were thinking by showing this picture. After that she declared the title and instructed the students to open their notebooks and write down the title. The teacher then used a video that she made herself and play it. Students were happy to saw videos and they were attentive. That was a Five minutes long video. At the end of the video, the teacher highlighted the new words and meaning from the text. She again elaborated the story and make sure that everyone could understand the story.

While teaching the story, she tried to explain the story with lots of real life examples. At the end of the class, she wrote some words from the text and told the students to write the meanings of those words in the next class.

## Review of Second Class

Serial No.	Main Section	Clarifications
1	<b>Subject Matter Content</b>	The teacher had a good knowledge of this subject and she tried to develop interest among the students to learn more.
2	<b>Teaching Methods</b>	She was very organized. As every student will not understand English properly so she explains the story with Bangla meaning so that all student could understand well.
3	<b>Presentation</b>	Her voice was clear and loud. She was confident and knowledgeable.
4	<b>Time Management</b>	She started the class in time and also finished it in time.

### Strength observed:

- Her voice was clear and loud.
- She was active during her class time so that she can capture the attention of all students.

**Suggestion for improvement:** Her teaching method was good but I think she could focus on her pronunciation.

### 5.3 Third Class Observation

Class: Five

Students: 41 out to 58

Subject: English

Topic: W/H Questions

Date: 07 August 2023

Name of the Teacher: Mostafizur Rahman

Class time: (2:30PM-3:15PM)

I observed third class with class five. The teacher was Mostafizur Rahman. Students welcomed the teacher with Salam. The teacher recite an English poem to warm up the students. At the beginning of the class, he gave a briefing to the student. The instructor began the main topic by telling them the definition and write down the 6 types of w/h questions on the board. The teacher also wrote some rules of w/h questions and asked the students to write it on their notebooks. After that he briefly discussed the topic and gave some examples by using this w/h questions. One of the student stand up and told the teacher to discuss again so that he can clearly understand. The teacher again repeated the rules and gave several examples to clear the concept.

At the end of the class, the teacher gave some task to the students and told them to solve it by themself.

## Review of Third Class

Serial No.	Review Section	Clarifications
1	<b>Subject Matter Content</b>	The teacher had a better knowledge of this topic that is why he uses some short cut techniques to teach the students.
2	<b>Teaching Methods</b>	His teaching style was organized as a result all student were attentive during his class time.
3	<b>Presentation</b>	He had a good presentation skill. The teacher was capable of catching the attention of all students.
4	<b>Time Management</b>	The teacher was punctual and active during his class time.

### Strength observed:

- He was friendly and active in his class.
- He maintained eye contact with the students during the class time.

**Suggestion for improvement:** The teacher should reduce the use of Bengali words and use more English words.



## Chapter-6

### Teaching Experience

#### 6.1 Day One

Class: Four

Students: 50 out of 65

Subject: English For Today

Topic: Letter to a friend

Date: 10 August 2023

Class Time: 12PM-12:45PM

The experience of taking class on the first day was joyful for me because a few years ago I was also a student at this school but that day I was able to teach other students as a teacher. Every teacher of this school inspired me a lot specially the Headteacher. My first class was with class four. The topic was how to write a letter. When I entered the classroom everyone welcomed me with Salam. Before starting the main topic, I told everyone to stand up and recite a poem with me. After the warm up session I wrote down the lesson topic on the board and asked the students the meaning of letter and sharing their thoughts. Some students answered my question. I explained the structure of writing a letter and draw an envelope on the board so that everyone could understand easily.

## Lesson Plan for Day One

Serial No.	Stages	Time	Activities	Interaction
1	Warm-up Session	5 minutes	-Exchange greetings with student -Short introduction of the lesson	Whole class Teacher
2	Input	15 minutes	-A brief description about the structures of a letter -Asking students to share their thoughts	Individual work
3	Practice	20 minutes	-All student will read the letter with the Teacher - Group work -Identify the uncommon words of the text and write down the meanings	Whole class Teacher Group work
4	Conclusion, Q/A session	5 minutes	-Asking the students about their problem -Giving homework	Whole Class

**Overall Aim:** At the end of the class, students will be able to know about the structure of a letter and how to write it.

## 6.2 Day Two

Class: Five

Students: 43 out of 58

Subject: English

Topic: Tense

Date: 13 August 2023

Class duration: (2:30PM-3:15PM)

My second class was with class five. As the class teacher told me that he started tense so I did the same. At first, I exchanged greetings with the students. The lesson was about Future Tense. Before starting the main topic, I tried to summarize Present and Past tense. They were eager to know about future tense so I started the topic with definition. I wrote down the structures on board and told them how we can easily recognize future tense. I gave them some exercise from their Grammar book and the students were trying to recognize. At the end, I wrote down some sentences on board and told them to recognize tense as their homework.

## Lesson Plan for Day Two

Serial No.	Stages	Time	Activities	Interaction
1	Warm-up session	5 minutes	-Recite an English poem with the students	Whole class
2	Input	15 minutes	-A little glimpse of previous class. -Brief intro and structures of future tense.	Teacher
3	Practice	20 minutes	-Encourage students to give some example of future tense. -Making groups and instructed them to identify tense.	Individual work, Group work
4	Conclusion, Q/A session	5 minutes	-Students will say their problem. -Conclude the class by giving homework.	Whole class

**Overall Aim:** Students will understand the structure of future tense and at the end of the lesson they will be able to identify future tense.

### **6.3 Day Three**

Class: Three

Students: 48 out of 63

Subject: English For Today

Topic: Occupations (Unit 19)

Date: 14 August 2023

Class Time: 2:30PM-3:15PM

I conducted third class with class three. The students were excited to see a new face as their teacher. By using a laptop, I showed them the pictures of people from several professions by giving enough details. After that, I read the texts that was given in their textbook and instructed the students to read loudly with me. This process helps all students to pronounce correctly. I asked few students some questions related to the lesson and they respond. I finished the class by giving them some task as their homework.

### Lesson Plan for Day Three

Serial No.	Stages	Time	Activities	Interaction
1	Warm-up Session	5 minutes	-Playing a greetings song and perform with the students. -Intro of the lesson.	Teacher Whole class
2	Input	15 minutes	-Showing some pictures related to the lesson. -Students will see the picture and give their opinions.	Individual work
3	Practice	20 minutes	-Brief discussion about several occupations. -Making groups of four. -Sharing thoughts about the work that provided in the group.	Group work
4	Conclusion, Q/A session	5 minutes	-Hearing the student's problem. -Giving them task for next class.	Whole class

**Overall Aim:** By the end of the lesson, students will get an idea about several working class people and their works.

## 6.4 Day Four

Class: Four

Students: 54 out of 65

Subject: English

Topic: Paragraph Writing

Date: 16 August 2023

Class Time: 12PM-12:45PM

The class teacher told me to conduct a class on Paragraph Writing. I went to the class and exchange greetings with the students. I asked them what they were known about paragraph and they answered. After hearing from them, I discussed some structures of writing a paragraph and told them to note. As there were a lot of students in this class so I instructed them to make groups of 6 people. Then, I told them to write a paragraph about Their School by discussing with each other. One student would write from a group. After sometime I tried to check everyone's notebook and realized that they did not maintained the structures. So, I again told the students that there writing style was good but they needed to write paragraph in details. I gave them a task to write a paragraph on Their Village in the next class.

## Lesson Plan for Day Four

Serial No.	Stages	Time	Activities	Interaction
1	Warm-up session	5 minutes	-Students will talk about themselves. -Asking students how they write paragraph.	Whole class
2	Input	15 minutes	-Sharing my ideas about writing a paragraph. -A proper structure for writing a paragraph.	Teacher
3	Practice	20 minutes	-Making groups of six. -Ask students to write a paragraph by sharing ideas with other group members.	Group work
4	Conclusion, Q/A session	5 minutes	-Asking their problems. -Instructed the students to write a paragraph in next class.	Teacher Whole class

**Overall Aim:** Students will be able to know the structures of a paragraph and the writing style.



## 6.5 Day Five

Class: Five

Students: 47 out of 58

Subject: English

Topic: Previous Question Solution

Date: 17 August 2023

Class Time: 10AM-10:45AM

The head-teacher asked me to teach students by solving previous questions as their half yearly examination was knocking at the door. I asked the students which item seems most difficult to them. They told me to discuss about six number questions from a test paper. Number six was some questions from an unseen passage and students need to find answer from the passage. So, I read the passage attentively and explain it with meaning. Then I asked the students whether they understand the passage or not, they said yes. After that, I explained how to answer the questions from the text by making some small changes. I instructed them to read carefully the passage at least 3-4 times that will help them to answer the questions easily. At the end of class, I gave them an unseen passage from their book and asked to answer the questions. Most of the students did a great job.

## Lesson Plan for Day Five

Serial No.	Stages	Time	Activities	Interaction
1	Warm-up session	5 minutes	-Exchange greetings. -Sharing thoughts related to their lesson.	Teacher Whole class
2	Input	15 minutes	- Asking the students to read the unseen passage carefully. - Find out the answers from the text.	Individual work Teacher
3	Practice	20 minutes	- Instructed the students to make group and write answers from the given text - Sharing ideas with each other	Group work
4	Conclusion, Q/A session	5 minutes	- Giving feedback. - Conclude the session.	Teacher

**Overall Aim:** Students will solve several questions from question bank and they will be able to solve questions easily in future.

## **Chapter-7**

### **Overall findings**

During my internship period, I learned a lot and it was a pretty enjoyable experience for me. It was a great chance to discover the present situation of teaching English in a Bangladeshi School. Some major findings are:

1. Though the school was established long ago but still it has been managed well by the authority which helps to maintain the school performance.
2. The teachers were very intelligent, generous and friendly towards all students which helps the students to share their problems undoubtedly.
3. Every teacher of this school motivates the students to keep the school neat and clean as a result most of the students try to keep the school clean and organized in their own way. The teachers try their best to conduct the classes well.
4. As the school is a Bangla medium school so I noticed lack usage of English language. During an English lesson both the teacher and students communicate in Bengali which is not an appropriate way of teaching English. It will not be beneficial for the students to learning English.
5. The Primary Education Board provides a proper lesson plan for every class and the teachers were following the lesson plan that helps them to complete the syllabus easily.
6. The school did not have better multimedia facility and sound system. The teachers sometimes use a laptop to play greeting song or show pictures and videos.
7. Students participate in cultural event and several competitions at Upazila and Division level. Such as: Hand writing, Art, Math quiz, Dance etc.

## Chapter-8

### My experiment as an Intern

I worked at Biharpur Govt. Primary School as an English teacher. The internship program was mainly for prepare me to acquire practical skills and gather more knowledge that I can use in future. From my experiment I want to highlight some points:

1. During my three months of internship, I have gained a lot of confidence and built a positive attitude inside me.
2. I worked with the teachers and learn many academic and administration activities of the school.
3. I tried to communicate in English with the students during class time which helps me to improve my English vocabulary.
4. I observed several classes and learn how to control a class, how to capture students attention. It helped me to take classes perfectly.
5. I also developed my skills like problem solving, presentation skill and learnt how to end a lesson in 45 minutes.

## **Chapter-9**

### **Recommendation**

In spite of utilizing a successful internship program, I would like to suggest some points for this institution:

- Teachers should focus on more English teaching and motivate the students to pay more attention in English so that they can overcome the fear of learning English.
- There is no multimedia facilities in this school. Having a multimedia classroom is very important.
- A student common room is also important for this institution and a separate office room for the headmaster.
- Class test should be held more regularly.
- Need to pay more attention for the weak students and try to communicate with them more to grab their attention.

## **Chapter-10**

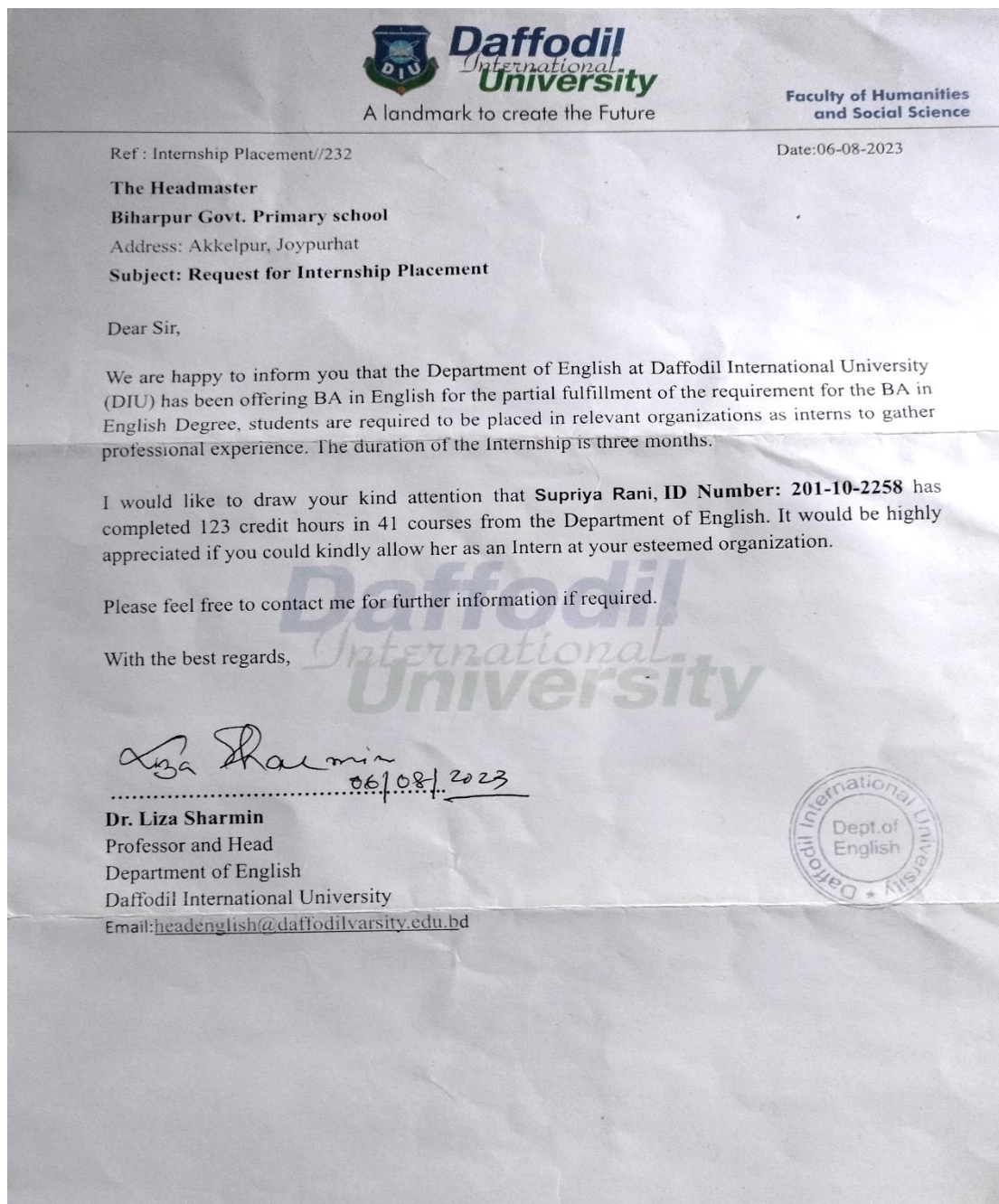
### **Conclusion**

My Internship program at Biharpur Govt. Primary School gives a lot of experiences and knowledge. It was my first working experience as a teacher in a school. At first, I was quite nervous to think about my responsibilities but with the help of my supervisor Md. Nuruzzaman Moral sir I overcame my fear. The head teacher of Biharpur Govt. Primary School motivated me a lot to successfully complete my work. Being a teacher in a Govt. institution was a totally new experience for me but I believe it will help me in future to reach my goal. I learned the importance of problem solving, collaboration, self-confident and time management skills. I am very glad to get the chance to work with my childhood teachers and with their help I am able to gather more knowledge and experiences. I got to know how to teach and catch the attention of all students. I can honestly say that this internship program will help me in my future life. From the bottom of my heart, I would like to thank everyone who have always encouraged me and helped me to successfully complete this internship project.

## Chapter-11

### Appendices

#### 11.1: Internship placement letter

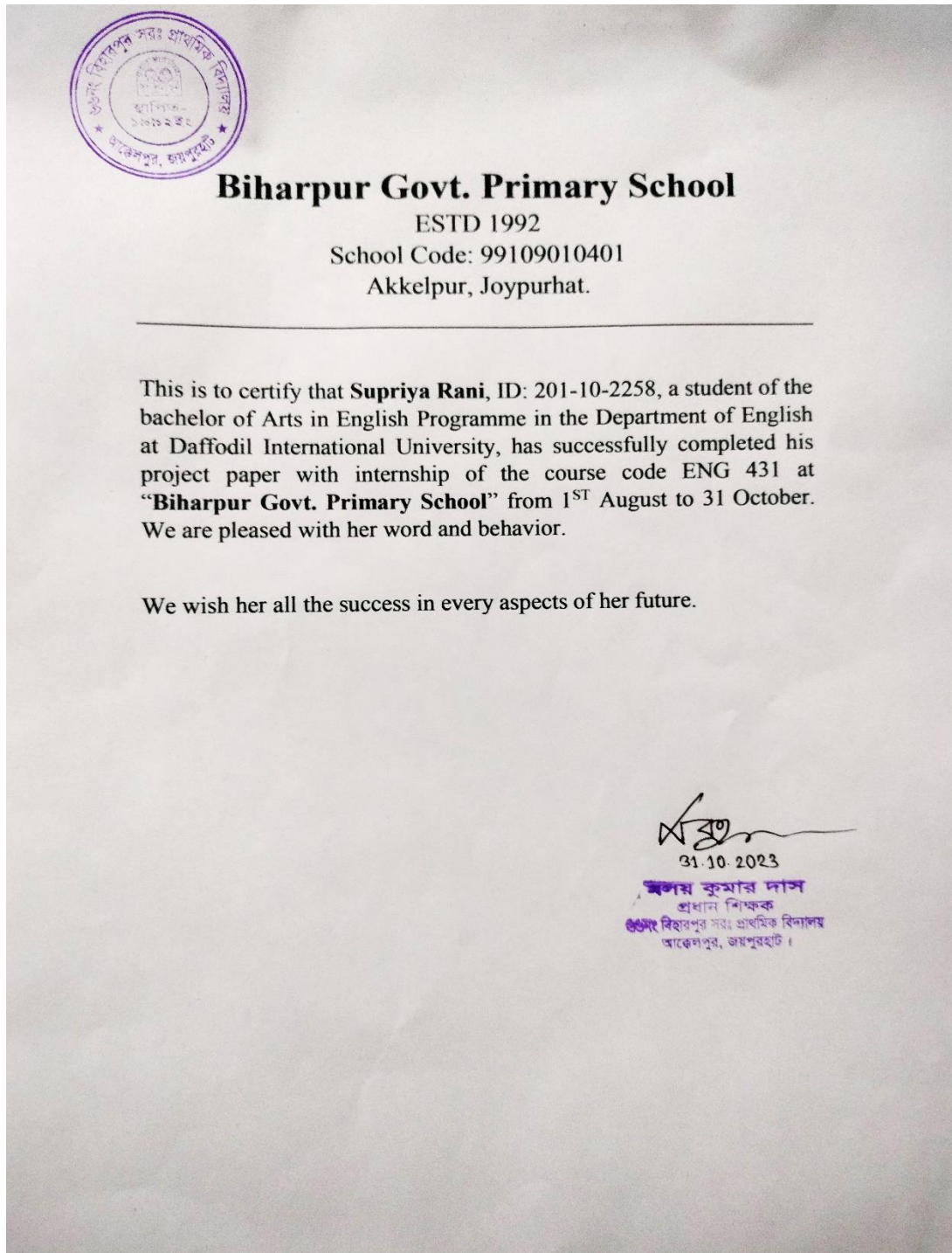


### 11.2: Photographs





### 11.3: Certificate of Internship



## 11.4: Plagiarism Report

11/8/23, 2:44 PM

Turnitin - Originality Report - 201-10-2258

### Turnitin Originality Report

Processed on: 08-Nov-2023 14:38 +06  
 ID: 2221539567  
 Word Count: 4529  
 Submitted: 1

201-10-2258 By Supriya Rani

Similarity Index  
**16%**

**Similarity by Source**  
 Internet Sources: 16%  
 Publications: 1%  
 Student Papers: 5%

2% match (Internet from 06-May-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/9168/21831.pdf?isAllowed=y&sequence=1>

2% match (student papers from 11-Apr-2018)

Class: April 2018 Project Report  
 Assignment: Student Project  
 Paper ID: [944724129](#)

1% match (Internet from 20-Nov-2022)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/4305/P14665%20%2811%29.pdf?isAllowed=y&sequence=1>

1% match (Internet from 03-Oct-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/10849/23748.pdf?isAllowed=y&sequence=1>

1% match (Internet from 24-Sep-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/10942/23839.pdf?isAllowed=y&sequence=1>

1% match (Internet from 03-Oct-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/10892/23775.pdf?isAllowed=y&sequence=1>

1% match (Internet from 29-Jun-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/9559/22060.pdf?isAllowed=y&sequence=1>

1% match (Internet from 25-Oct-2022)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/3737/P13941%20%285%25%29.pdf?isAllowed=y&sequence=1>

1% match (Internet from 29-Sep-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/10931/23829.pdf?isAllowed=y&sequence=1>

< 1% match (Internet from 29-Jun-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/9492/21960.pdf?isAllowed=y&sequence=1>

< 1% match (Internet from 29-Jun-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/9481/21940.pdf?isAllowed=y&sequence=1>

< 1% match (Internet from 23-Jul-2023)

<http://dspace.daffodilvarsity.edu.bd:8080/bitstream/handle/123456789/9432/191-10-410.pdf?isAllowed=y&sequence=1>

< 1% match (Internet from 25-Oct-2022)

[https://www.turnitin.com/newreport\\_printview.asp?eq=0&eb=0&esm=0&oid=2221539567&sid=0&n=0&m=2&svr=6&r=81.64650901531844&iang=en\\_us](https://www.turnitin.com/newreport_printview.asp?eq=0&eb=0&esm=0&oid=2221539567&sid=0&n=0&m=2&svr=6&r=81.64650901531844&iang=en_us) 1/7

**The End**