



Internship Report On
“Exploring Effective Language Teaching Strategies at
Urban School and College”

Submitted By

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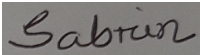
Department of English, Faculty of Humanities and Social Science

Daffodil International University

This report is submitted to the requirement t for the degree of B.A.(Hon’s) in English

Declaration

I beg to state that this internship report is prepared to be submitted at Daffodil International University, Department of English for the course named “Project Paper with Internship” (Course Code ENG: 431) in the B.A. (Hons.) in English is done by me. The internship report on “Exploring Effective Language Teaching Strategies at Urban School and College” has been done under the supervision of Ms. Irina Ishrat, Assistant Professor, Department of English, Daffodil International University. As an undergraduate student, it is a matter of honor for me to be able to present my internship report to the Department of English, Daffodil International University and complete my internship for the B.A. (Hons.) in English degree requirements.



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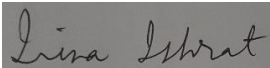
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Certification of the Supervisor

To certify that Zannatul Fardoush Sabrin, ID: 203-10-693 is a student of Department of English, Daffodil International University, Ashulia. I am gladly declaring that she has completed the project paper under my supervision. Her dedication towards the internship is worth appreciating. All the information provided here are completely authentic. I am wishing her great success in all sphere of life.



.....
Ms. Irina Ishrat

Assistant Professor

Department of English

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Acknowledgment

Before I start explaining about my work, first I would like to thank Allah almighty. Then, I would like to thank my honorable supervisor, Ms. Irina Ishrat Ma'am and express her my respect and gratitude. Her consistent support, advice and observations have helped me a lot finish my project paper timely. Then I would like to thank Md. Saiful Islam Mubin Sir, the honorable principal of Urban School & College, for the opportunity to do the internship in his reputed institute. Nevertheless, I am expressing my gratitude to Md. Zayedul Islam Rasel sir and Rabeya khatun ma'am, the English teachers of Urban School & College. Their consistent guidance and support helped me a lot to do my schoolwork. Again, I would like to thank all the students who took part in my classes and made it successful. I want to express my gratitude to everyone who was there for me to throughout the journey to complete this internship successfully.

.....

Name: Zannatul Fardoush Sabrin

Program: B.A. (Hon's) in English

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Abstract

The main goal of this internship paper is to deal with the teaching techniques of the teachers in second language learning and to examine the current state of language education at secondary schools of Bangladesh. In this regard I had observed and conducted several classes at the school and gathered necessary information and data so that I can prepare the internship paper with proper justification. Through class observation I have learned how classes are taken traditionally in a secondary school. It helped me to gain ideas of the teachers about their strategies, methods of taking classes and controlling a classroom environment successfully. However, in class conduction, I have actually applied the knowledge that I have acquired both from the class conduction and my academic learning. This process helped me a lot. After the class conduction I was able to point out some limitations and possibilities of the education system of our country at the secondary schools. Again, I have also learned some really amazing ways to grab and hold the attention of the students throughout the class period. The entire process of this approach and experiences are elaborately portrayed in the later parts of this internship paper. All the necessary materials and ideas are included.

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Chapter - 1

Introduction:

In the field of communication, the important & impact of English Language cannot be denied at all. In fact, English is spoken as a second language in most of the countries of the world. Whether it is to communicate or complete with this modern world, we must need to master ourselves in English. Speaking of internship, it is the first step of my professional life. Here I have learned how to apply and utilize my subjective knowledge properly that I have acquired throughout my educational life. In this regard, I have worked under " Urban School & College" as a Language Teacher. Throughout my journey, I have learned to face and overcome various challenges that a language teacher faces while dealing with students. Besides, I have also learned the activities and responsibilities of a teacher, the psychology of the students in the classroom while learning a text and some techniques that the teachers traditionally follow to handle a classroom environment. I have always desired to be a teacher. Though, it was my first time working under an institution in a professional manner, I had a little work experience in teaching. That's why I have decided to work in a school for my internship to gain some teaching knowledge. In this paper, I will highlight my first experience in the classroom scenario and also express how I have applied my knowledge I achieved from my undergraduate studies at Daffodil International University in my works.

Chapter – 2

Objective of the Internship:

The objective of the project paper is to understand the current situation of teaching and learning approaches of English Language that are applied by the secondary school teachers in Bangladesh. This paper also consists of some other objectives as well. They are:

- Understanding the methods and strategies applied by the English teachers in the classroom.
- Learning and comprehending those techniques in order to teach English in the classroom.
- Observing the present scenario of the classroom in a school.
- Getting comfortable with new methods of instructions to keep the students interested about learning a new text and be able to keep their attention throughout the class time.
- Developing a healthy teacher-student relationship.
- Emphasizing on how improvements in instructions can lead to improvements in productivity of the students in preparing their lessons.

Chapter – 3

Methodology:

3.1 Selecting the Level of Education for internship: I have always wanted to do my internship from a school because teaching is something that has always fascinated me. I have a little teaching experience from here and there. Firstly, I wanted to do my internship from a primary school. But my honorable supervisor ma'am has told me that it will be better for me to do the internship from a higher secondary or from a secondary school. Then I wanted to apply in a college but it is very tough to get into a college for an internship. So, finally I chose a school in this regard. There are so many secondary private schools and the psychology of the secondary school students are easier to understand than primary school kids.

3.2 Selecting an institution: While selecting an institution for my internship, I was thinking a lot and finally made my decision to do it in one of the most renowned educational institution of my area which is Urban School & College, Dhamrai Dhaka. I dropped my recommendation letter and then finally got the opportunity to do my internship work under the guidance of the professional teachers of the institution. Through the internship experience, I got the chance to know their ways of teaching from a teacher's perspective.

3.3 Selecting Class: My honorable supervisor ma'am had suggested to me to conduct class nine and ten, I then requested the principal for it because I wanted to understand their basic level of understanding English as a second language. Then I was permitted to take classes of only class nine with the assistance of the class teacher. Both the students and teachers accepted me warmly.

3.4 Internship Procedure: For the internship process, I observed and conducted three classes and prepared lesson plans for the classes. I have also maintained a checklist while observing the classes.

Chapter – 4

Details of the Institution:

Name	: Urban School & College
Location	: Urban School & College, Dhamrai, Dhaka-1350
Founded	: 12 December, 2012
Number of Classrooms	: 40
Number of students	: 1250
Number of teachers	: 70
Number of stuffs	: 35
Playground	: 2
Result	: The overall result of the school is very satisfactory and the students are consistently breaking their records every year.
Co curriculum activities	: Besides academy activities, the institution also puts emphasis on extra curriculum activities by organizing programs like math Olympiad, debate competition and cultural activities etc.
Overall factors	: Spacious classrooms, auditorium, clean washrooms and spacious library.

Logo of Institution

:



Chapter – 5

Class Observation Report:

I needed to observe some classes to prepare the internship report. In this regard I have observed some classes of class 9. Here are the details and notes of class observation reports :

Class Observation Report 1: Class nine

Teacher's name:	MD. Mahtab Hossain
Name of Instruction:	Urban School & College, Dhamrai, Dhaka 1350
Classroom description:	<p>Size of Classroom - The classroom is wide & spacious.</p> <p>Ventilation - There are 6 large windows in the classroom which ensure enough ventilation.</p> <p>Seating Arrangement - The Classroom has enough benches to accommodate 50 students. Two students can comfortably sit on each bench. It also consists of a standing desk and a set of table & chair for a teacher where he can stand and keep the necessary materials used for instruction in the classroom.</p> <p>Lights & fans - As the classroom is quite large in size, a huge number of light and fans are there. There are 8 fans and 10 tube lights in the classroom.</p>
Students Information:	<p>Academic Level of the students - The students are of class nine which means they are in the secondary level.</p> <p>Average Age of students - All the students were around 15 to 17 years old.</p> <p>Language Level of the students- The students are comfortable in Bangla. So, the communication in the classroom is also in Bangla.</p> <p>Number of students - there are 25 students present in the classroom.</p>

Lesson Objectives:	The objective of the lesson to read and learn a passage from the textbook named "May Day" and be able to solve the question by the end of the class.
Teaching materials:	Black board, chalk, duster, textbook.
Course book:	English For Today, Class 9-10 National Curriculum and text Board, Bangladesh.

Experience of the class:

It was 12th February, 2024 when I went to the school to observe my first class at 10:00 am at Urban School & College, Dhamrai, Dhaka. The duration of the class was 40 minutes and 25 students were present in the classroom. The class was conducted by MD Mahtab Hossain, senior English Teacher of the school.

The class was taken on English first paper . The teacher introduced the students with me and told the students about the reason of my visit. All the students received me warmly. I have also greeted them well. Then I took a seat beside a student to have proper visual of the class.

Then the lecture session begun. The teacher told them what they will study today. He suggested a student to come forward and stand in the middle of the classroom and read out the passage loudly. He then explains the text in Bangla and picked up some words and translated them for the students. The students read the words loudly. He then gave the students some exercises given below the text and gave 10 minutes to them to solve. Surprisingly, most of the students respond on time. The teacher then appreciated the students for their response.

The teacher conducted the class in Bangla and he the presented and explained the topic well. All the students could relate to the topic which kept their attention throughout the class. The class was well organized.

Class Observation Report - 2:

Teacher's name:	MD. Mahtab Hossain
Name of Instruction:	Urban School & College, Dhamrai, Dhaka 1350
Classroom description:	<p>Size of Classroom - The classroom is wide & spacious.</p> <p>Ventilation - There are 6 large windows in the classroom which ensure enough ventilation.</p> <p>Seating Arrangement - The Classroom has enough benches to accommodate 50 students. Two students can comfortably sit on each bench. It also consists of a standing desk and a set of table & chair for a teacher where he can stand and keep the necessary materials used for instruction in the classroom.</p> <p>Lights & fans - As the classroom is quite large in size, a huge number of light and fans are there. There are 8 fans and 10 tube lights in the classroom.</p>
Students Information:	<p>Academic Level of the students - The students are of class nine which means they are in the secondary level.</p> <p>Average Age of students - All the students were around 15 to 17 years old.</p> <p>Language Level of the students- The students are comfortable in Bangla. So, the communication in the classroom is also in Bangla.</p> <p>Number of students - there are 27 students present in the classroom.</p>
Lesson Objectives:	The objective of the lesson to read and learn a passage named "Jasimuddin" and be able to solve the question by the end of the class.
Teaching materials:	Black board, chalk, duster, textbook.
Course book:	Advanced Learner's Communicative English, Chowdhury & Hossain

Experience of the class:

It was 20th February, 2024 and I went to the school to observe my second class which was at 10:00 am at Urban School & College, Dhamrai, Dhaka. It was a sunny day and the temperature was up. The duration of the class was 40 minutes and 27 students were present in the classroom.

As they were already introduced with me from the previous class, they greeted me with politeness. I was greeted them back and took my seat at middle of the class to observe the classroom activity.

As the teacher started the lesson, I noticed something very common that happens on a classroom. Some students were gossiping among themselves during the class and were not paying attention to the lesson. It was noticed by the teacher. So, he stopped his lecture and shared an interesting story from his life. This time the students stopped gossiping among themselves and gave attention to the teacher.

Then the teacher read the topic by his own, explained it to the class. Then he gave some questions to solve in the class and some for the home work and then wrapped up the class for that day. At the end of the class, the teacher told me that for the hostile weather, students get tired soon and lose their attention. So, he told the story to bring their attention back to class and lesson.

Class Observation Report – 3:

Teacher's name:	MD. Mahtab Hossain
Name of Instruction:	Urban School & College, Dhamrai, Dhaka 1350
Classroom description:	<p>Size of Classroom - The classroom is wide & spacious.</p> <p>Ventilation - There are 6 large windows in the classroom which ensure enough ventilation.</p> <p>Seating Arrangement - The Classroom has enough benches to accommodate 50 students. Two students can comfortably sit on each bench. It also consists of a standing desk and a set of table & chair for a teacher where he can stand and keep the necessary materials used for instruction in the classroom.</p> <p>Lights & fans - As the classroom is quite large in size, a huge number of light and fans are there. There are 8 fans and 10 tube lights in the classroom.</p>
Students Information:	<p>Academic Level of the students - The students are of class nine which means they are in the secondary level.</p> <p>Average Age of students - All the students were around 15 to 17 years old.</p> <p>Language Level of the students- The students are comfortable in Bangla. So, the communication in the classroom is also in Bangla.</p> <p>Number of students - there are 29 students present in the classroom.</p>
Lesson Objectives:	The objective of the lesson is to learn the “basic structures of sentence” and be able to solve the question by the end of the class.
Teaching materials:	Black board, chalk, duster, textbook.
Course book:	Advanced Learner’s Communicative English, Chowdhury & Hossain

Experience of the class:

It was March 2nd, 2024 and I went to observe my third class at 10:00 am at Urban School & College, Dhamrai, Dhaka. It was a bit cold and windy. The class duration was 40 minutes and around 29 students were present at the classroom.

The class was on sentence structure and rules of English second paper. The teacher first introduced the students with some basic structure of that a sentence consists of and then he proceeded to teach some rules of a sentence. For better understanding the teacher repeated everything and gave a summary on the topic. Making sure everyone has understood the lesson, the teacher then gave them some exercises from the book. After 10 minutes he gave them the answers on the board and told the students to make correction to their papers if needed. This time, not everyone could answer it correctly. So, the teacher explained the exercises again for better understanding. After taking feedback from the class, the teacher then gave some more exercises for homework and ended the class.

Chapter – 6

Class Conduction

Class Conduction-1

On 5th of March, 2024 and I conducted my first ever class of class 9 at 10:00 am at Urban School & College, Dhamrai, Dhaka. I was both excited and nervous at the same time. The weather was comfortable. The duration of the class was 40 minutes and there were 22 students present in the class.

That day I was supposed to take a class on “nature and environment” from the textbook. After a little introduction I gave them a pre-idea about the topic. Then I requested a student to come forward and read the passage from the text loudly. After that, I pointed out some vocabularies from the text and wrote them on the board. Then I translated the words in Bangla so that they can understand the text properly. I then explained the topic entirely in Bangla and told some stories that are relatable to the discussed topic.

After that I told the students to solve some questions from the text within 10 minutes. The students were very smart and could easily solve the questions. I then thanked the students and ended up the class.

Class conduction-2

On 7th of March 2024, I set my mind to conduct my second class at 10 am at Urban School & College, Dhamrai, Dhaka. The class duration was 40 minutes and 26 students were present in the classroom.

The topic was on "Degree" of English second paper. Firstly, I gave a brief on what is a degree and how does it work on English grammar as well as English language. Then I explained them the three types of degrees with some relatable examples. After explaining the basics, I went to teaching how to transform from one type of degree to another. For the first class, it was getting a bit harder for the students to understand the topic entirely. However, they all were interested in the class which helped a lot. To further evaluate their understanding, I made up some examples with their involvement and told them to solve it. I was really amazed to see that except some issues, they could actually solve the questions

easily. After taking their feedback I gave some exercises for their homework and the class was over successfully.

Class conduction-3

It was March 10, 2024. I went to take my third class at 10 am at Urban School & College, Dhamrai, Dhaka. The class duration was 40 minutes and 28 students were present in the classroom. For that day, I selected to teach a topic from the syllabus which is writing a dialogue. It is a topic of English first paper. Firstly, I explained what is a dialogue and how it should be written. I then discussed some important criteria of a dialogue writing. Now, when I was student, my teachers used to give topics on the dialogue matter and we used to memorize them directly from the book. But sadly, we used to suffer in the exam hall as the topic was out of the syllabus and we could not answer them. The dependency on memorizing only didn't work for us in exams, not on real life. So, I decided to influence the students to imagine themselves in a certain situation and make them write speeches by themselves. At first, they were a bit nervous to make mistakes. However, I appreciated their attempts by overlooking their mistakes and focused on correction. This experiment was a success by the will of Allah. After taking their feedback I ended up the class for that day.

Chapter-7

Overall Findings

This internship project has taught me a lot. Here are some findings that I have pointed out from classroom observation. Such as:

7.1 Lesson preparation: For taking class at Urban School & college, it is a must to make a lesson plan. Teachers make a lesson plan for all the respective subjects. This makes it easy to both conduct the class for the teachers and also for the students as they can take preparation on a topic before going to class. Such initiative is very convenient and effective in both teaching and learning process at the school.

7.2 Lesson delivery: The teachers deliver their lecture making sure that it is enriched in content, focuses on the topic and easy in language. As a result, the target is fulfilled in the classroom Botha by the teacher and student. Speaking in English along with Bangla, encourages the students to get used to adapt with the language simultaneously, ensures better understanding at the classroom.

7.3 Classroom management: The classroom is spacious and has all the facilities to ensure better teaching and learning experience. From the teachers' desk to the last bench of the classroom, it is easy to focus on and listen carefully.

7.4 Use of technology: All the classroom has microphone facility which makes it convenient to conduct classes as the classes are huge with large number of students. However, it is a necessity of time to include projector and multimedia facilities in the classroom.

Chapter-8

Findings of Teaching Experience

Taking classes at a school professionally has taught me how challenging it is to explain and manage such a huge number of students at the same time. I believe every student is different, their way of absorbing the same idea is different. So, every time I went on a class, it felt like I was doing it for the first time. Here are some findings from the classes that I have conducted:

8.1 Lesson preparation: From the lesson plan, I knew the topics prior. So, before going to the class, I always make sure to study the topic myself and find out different ways to presentation the same idea. I hope this strategy will influence the students to think about the same topic in different perspective.

8.2 Lesson delivery: While delivering the lessons, I tried to give examples to make the topic relatable to the students. Again, I ask students probable question while explaining the topic. This makes it easy for me to evaluate their understanding, interest and concentration into the classroom.

8.3 Use of Language: Following the teachers I have tried to deliver the lecture in Bangla along with easily comprehensive English sentences.

8.4 Time management: Time is a big factor in taking classes. I make sure to make the time as effective as possible.

8.5 Student Feedback: After every class, I ask the students whether they have any questions around the topic and my teaching and we often discuss how to make the lesson more convenient to understand. Their cooperative behavior has made the teaching experience into next level.

Chapter-9

Recommendations

9.1 Recommendation for My Institution:

After working as an intern at Urban School & College for a while, I have observed the value of discipline being maintained in the institution. From the root level to the officials, in every sphere of activities, disciplines are followed strictly. This practice has made it possible for the institution to bring goodwill every year.

However, there are some recommendations I would like to mention for the interest of my project paper. Such as:

- There are a huge number of students in a classroom which is quite difficult to handle. It would be better if the classes are decided into multiple sections.
- Multimedia facilities should be added to the classroom
- Students should be made acquainted with modern technology for learning purpose
- Teachers should encourage the students to use English while communicating in the classroom.

9.2 Recommendation for Myself:

- I should try my best to explain the complicated topics easily.
- I should find out and met up the curiosity of the students in the classroom.
- I should try to involve the students in the classroom activities as much as I could.
- I should encourage the students to make mistakes and acknowledge them gracefully to learn from them.
- I should put more emphasis on creative writing rather than memorizing without understanding.

Chapter-10

My Experiment as an Intern

My experiment as an intern at Urban School & College:

It is my privilege to be a part of Urban School & College. The institute has given me the opportunity to explore through a completely different experience. While I have taken regular classes there experimenting through the traditional methods of teaching English in the classroom, I have also applied some methods by myself.

In one of my classes, I saw the students having issues understanding the sentence structure. In the contemporary teaching style, teachers often begin with the structure and then the example. As a result, things get harder for the students to understand as English is our second language. To eradicate these issues, I thought to turn it upside down. Meaning, I teach the example first and then extract the structure out of it. I am so glad that the students found it more convenient.

Again, as it is a 40-minute class, I try to take a break after 20 minutes. A quick 5-minute break consists of storytelling or doing some interesting stuff that refreshes the mind of the students. Both of these experiments were a success. From the teachers I got the response that students are more interested in a class which is taken a bit differently than the traditional methods.

Chapter-11

Conclusion

From my very childhood, teaching is something that has always fascinated me. While playing the "teacher- student" game with my cousins, I have never thought that someday this is where I will be. It was such an amazing experience. I consider myself privileged enough to be able to work as an intern at Urban School & College, Dhamrai, Dhaka. Such a reputed institute has provided me an opportunity not only to work here but also taught me what it takes to be at the position of a teacher. My concept for the teachers has changed, my respect for them has increased for sure.

Being in a classroom with such a huge number of students is itself a difficult task. But the way the teachers manage the classroom environment and help building the future generations with their utmost care is worth respect.

As an extrovert myself, I can comfortably get mixed up with new people. But it is to mention that the classroom energy has intimidated my extrovert self and pushed me to overcome the challenge. Through this internship, I have learned to be humbler, more patient and more confident. I am very grateful to all the students and teachers of Urban School & College, Dhamrai, Dhaka, for accepting me as part of their intuition.

Chapter-12

Checklist of Class Observation

Checklist no-1

Name of Institute : Urban School & College, Dhamrai, Dhaka.
Name of teacher : MD Mahtab Hossain
Class : Nine
Section : B
Number of students : 25
Class Duration : 40 minutes
Date & time : 12th February, 2024; 10:00 am to 10:40 am
Topic : English for Today - Unite 3, Lesson 2: May Day

Objective of the class:

1. Learn about the background and history of International Workers Day
2. Get to know about the industrial revolution and its effect on economy & society.
3. Get to know about the industrial revolution and its effect on the working-class people
4. Learn about the significance of the Day in today's world.

The objectives have been achieved successfully.

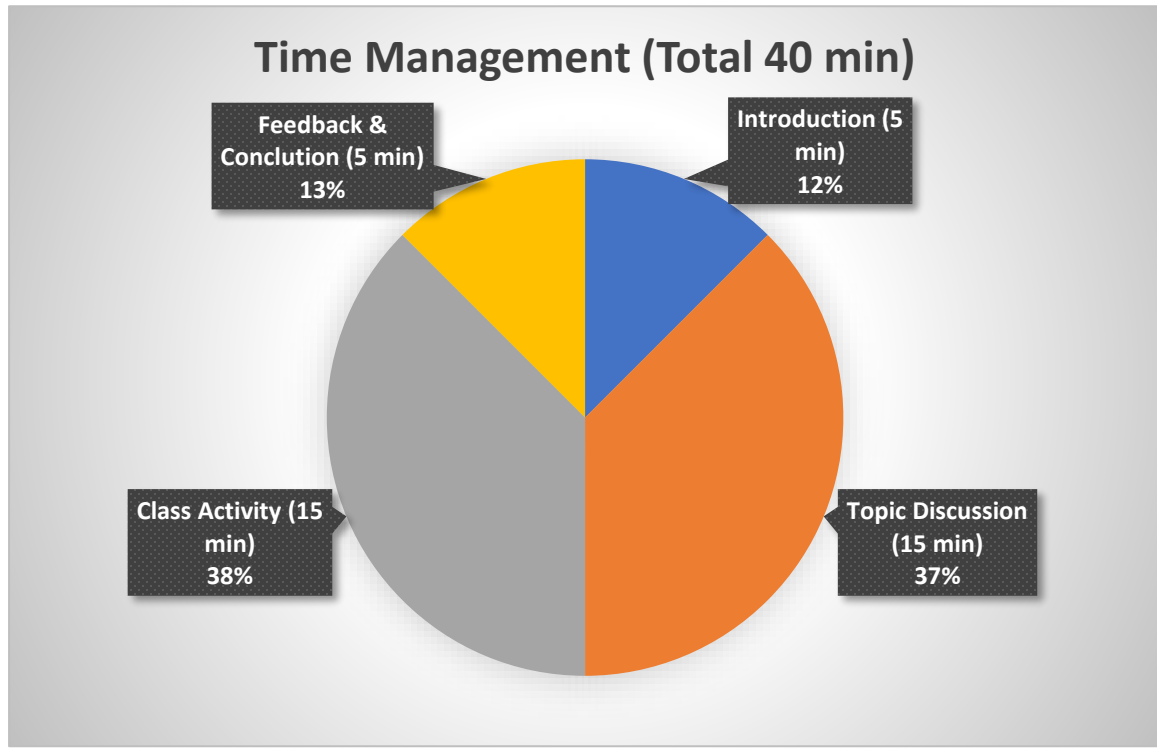
S/L	REVIEW SECTION	IN WHAT WAYS (Clarification and example)
1	<p>Subject matter/ content: It is about the struggle of working-class people during the industrial revolution in Europe and US.</p>	<p>He gave a brief about the topic in clear and loud voice. The students could listen to him clearly and were attentive in the class.</p>
2	<p>Organization: To develop the central idea among the students, the teacher organized the lesson according to the topic, class time and student response.</p>	<p>The teacher divided the topic into certain parts balancing with the class time. After reading the text properly, he picked up the key points and gave a brief on it.</p>
3	<p>Rapport: A formal yet comfortable relationship with the teacher and the students is held in the classroom environment for the sake of better teaching experience.</p>	<p>The teacher asked students to read a topic and the students respectfully obeyed him. He called the students by name and the students also responded with due respect, politeness and without fear.</p>
4	<p>Teaching methods: The traditional grammar-translation method has been followed in the classroom.</p>	<p>The teacher first discussed the lesson in English, after that for better understanding, he translated the entire lesson in Bengali.</p>
5	<p>Presentation: To ensure proper attention in class, the teacher's presentation strategy plays a great role.</p>	<p>He was fluent and had good command over word choosing. Besides, his hand gestures, eye contact, body language were very strong to hold the attention of the students.</p>

MANAGEMENT

Was the class time utilized?

Yes, from the start to the end, the class time was utilized successfully.

Were there any stages of teaching the class? If yes, what are they? What were the initiatives taken by the teacher on each stage? (Optional: Draw a diagram indicating the main stages of the lesson and time spent on each)



Critical event

Was any critical situation taking place? If so, how did the teacher manage that?

Yes. A student faced difficulty in pronouncing some words. The teacher immediately helped her and solved the issue.

Strengths observed

The teacher was very professional at his work. He was very good at maintaining the attention of the students throughout the class. His proficiency to moud any complicated topic into a simple manner was praiseworthy.

Suggestions for improvement

The teacher had a Bangla accent while speaking in English which is very common in our country. Though, the maximum of his speech could be understood but they sound odd and the students were learning them incorrectly.

Overall impression on teaching effectiveness

The teacher gave all his efforts to teach and maintain the classroom environment.

Checklist no-2

Name of Institute	: Urban School & College, Dhamrai, Dhaka.
Name of teacher	: MD Mahtab Hossain
Class	: Nine
Section	: B
Number of students	: 27
Class Duration	: 40 minutes
Date & time	: 20th February, 2024; 10:00 am to 10:40 am
Topic	: Unseen Passage on 'Jasimuddin' Model-11, Advance Learners by C&H

Objective of the class:

1. Learn a short biography of 'Jasimuddin'
2. Get to know about the reason behind calling him "The Pallikobi"
3. Learn about his contribution to Bangla literature.
4. Learn about his work life and achievements.

The objectives have been achieved successfully.

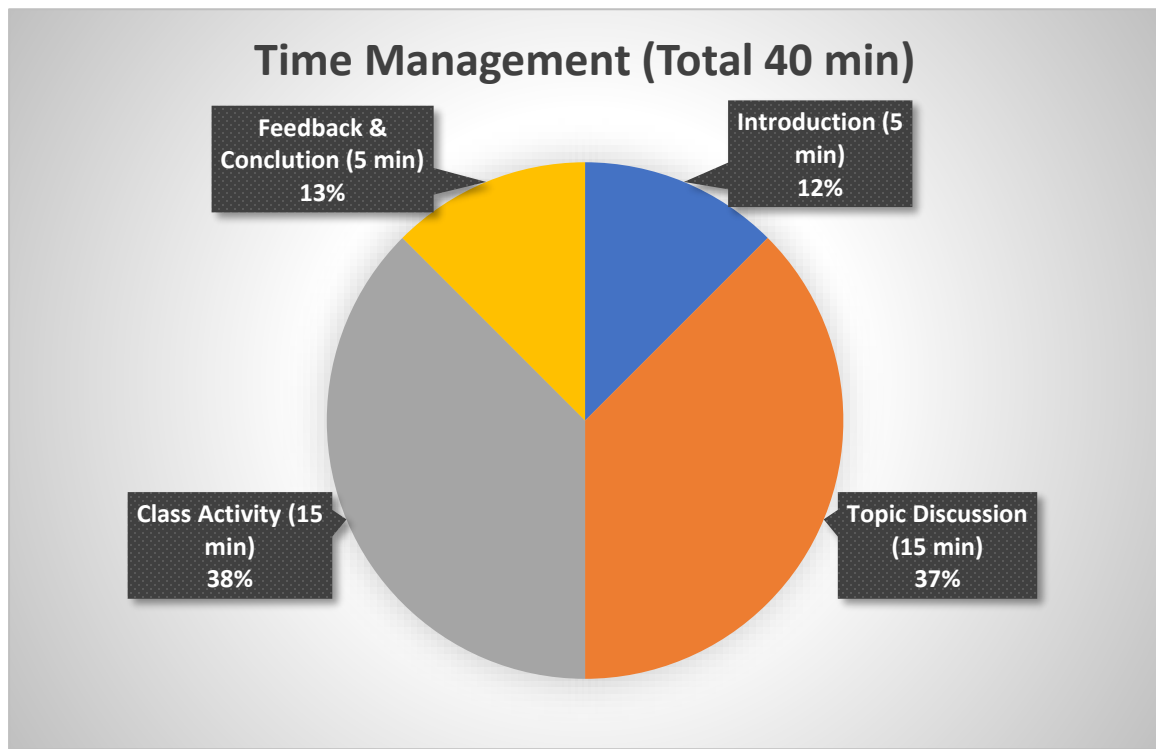
S/L	REVIEW SECTION	IN WHAT WAYS (Clarification and example)
1	<p>Subject matter/ content: The text is about the famous Bengali poet Jasimuddin.</p>	<p>He gave a brief about the topic in clear and loud voice. The students could listen to him clearly and were attentive in the class.</p>
2	<p>Organization: To develop the central idea among the students, the teacher organized the lesson according to the topic, class time and student response.</p>	<p>The teacher divided the topic into certain parts balancing with the class time. After reading the text properly, he picked up the key points and gave a brief on it.</p>
3	<p>Rapport: A formal yet comfortable relationship with the teacher and the students is held in the classroom environment for the sake of better teaching experience.</p>	<p>The teacher asked students to read a topic and the students respectfully obeyed him. He called the students by name and the students also responded with due respect, politeness and without fear.</p>
4	<p>Teaching methods: The traditional grammar-translation method has been followed in the classroom.</p>	<p>The teacher first explained the lesson in English, after that for better understanding, he translated the entire lesson in Bengali.</p>
5	<p>Presentation: To ensure proper attention in class, the teacher's presentation strategy plays a great role.</p>	<p>He was fluent and had good command over word choosing. Besides, his hand gestures, eye contact, body language were very strong to hold the attention of the students.</p>

MANAGEMENT

Was the class time utilized?

Yes, from the start to the end, the class time was utilized successfully.

Were there any stages of teaching the class? If yes, what are they? What were the initiatives taken by the teacher on each stage? (Optional: Draw a diagram indicating the main stages of the lesson and time spent on each)



Critical event

Was any critical situation taking place? If so, how did the teacher manage that?

Yes, because of the raising temperature, students were losing patience in the classroom. The teacher quickly noticed that and shared an interesting story to bring back the attention in the class and finished the class a bit earlier.

Strengths observed

The teacher was very professional at his work. He was very good at maintaining the attention of the students throughout the class. His proficiency to mound any complicated topic into a simple manner was praiseworthy.

Suggestions for improvement

The teacher had a Bangla accent while speaking in English which is very common in our country. Though, the maximum of his speech could be understood but they sound odd and the students were learning them incorrectly.

Overall impression on teaching effectiveness

The teacher gave all his efforts to teach and maintain the classroom environment.

Checklist no-3

Name of Institute	: Urban School & College, Dhamrai, Dhaka.
Name of teacher	: MD Mahtab Hossain
Class	: Nine
Section	: B
Number of students	: 29
Class Duration	: 40 minutes
Date & time	: 2 nd of March, 2024; 10:00 am to 10:40 am
Topic	: Types of Sentences, Advance Learners by C&H,

Objective of the class:

1. Learn about the basic structure of a sentence.
2. Get to know about types of sentences and their structure
3. Learn about how to identify different types of sentences with examples
4. Learn the significance of sentence structure and rules in the field of English Language and Grammar.

The objectives have been achieved successfully.

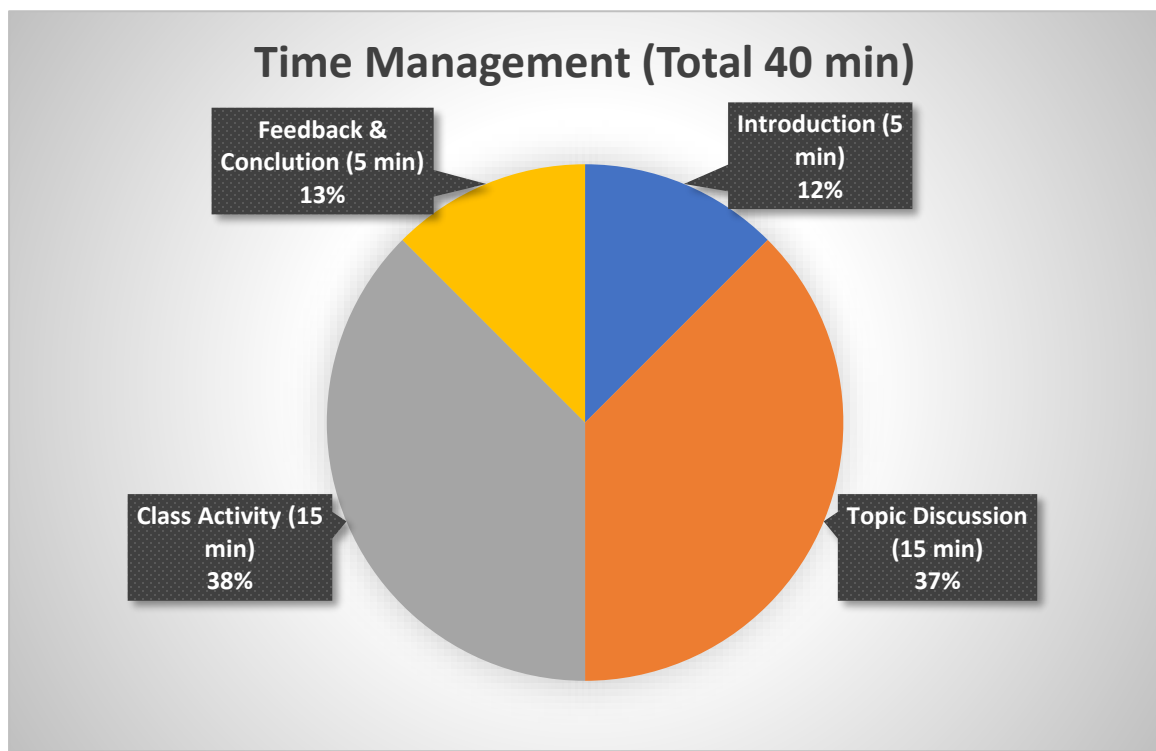
S/L	REVIEW SECTION	IN WHAT WAYS (Clarification and example)
1	<p>Subject matter/ content: The content is about the English second paper: Types of sentences.</p>	<p>He gave a brief about the topic in clear and loud voice. The students could listen to him clearly and were attentive in the class.</p>
2	<p>Organization: To develop the central idea among the students, the teacher organized the lesson according to the topic, class time and student response.</p>	<p>The teacher divided the topic into certain parts balancing with the class time. After reading the text properly, he picked up the key points and gave a brief on it.</p>
3	<p>Rapport: A formal yet comfortable relationship with the teacher and the students is held in the classroom environment for the sake of better teaching experience.</p>	<p>The teacher asked students to read a topic and the students respectfully obeyed him. He called the students by name and the students also responded with due respect, politeness and without fear.</p>
4	<p>Teaching methods: The traditional grammar-translation method has been followed in the classroom.</p>	<p>The teacher first explained the lesson in English, after that for better understanding, he translated the entire lesson in Bengali.</p>
5	<p>Presentation: To ensure proper attention in class, the teacher's presentation strategy plays a great role.</p>	<p>He was fluent and had good command over word choosing. Besides, his hand gestures, eye contact, body language were very strong to hold the attention of the students.</p>

MANAGEMENT

Was the class time utilized?

Yes, from the start to the end, the class time was utilized successfully.

Were there any stages of teaching the class? If yes, what are they? What were the initiatives taken by the teacher on each stage? (Optional: Draw a diagram indicating the main stages of the lesson and time spent on each)



Critical event

Was any critical situation taking place? If so, how did the teacher manage that?

Yes, for the first-time maximum students were having difficulty to understand. The teacher then patiently explained the topic again.

Strengths observed

The teacher was very professional at his work. He was very good at maintaining the attention of the students throughout the class. His proficiency to moud any complicated topic into a simple manner was praiseworthy.

Suggestions for improvement

The teacher had a Bangla accent while speaking in English which is very common in our country. Though, the maximum of his speech could be understood but they sound odd and the students were learning them incorrectly.

Overall impression on teaching effectiveness

The teacher gave all his efforts to teach and maintain the classroom environment.

Chapter 12.1

Lists of Lesson Plan and Class Conduction

Lecture 1

Name of Institute : Urban School & College, Dhamrai, Dhaka.
Class : Nine
Section : B
Number of students : 22
Class Duration : 40 minutes
Date & time : 5th March, 2014; 10:00 am to 10:40 am
Conducted by : Zannatul Fardoush Sabrin
Topic : English for today - Unite 5, Lesson 1: The Greed of the
Mighty river

Here is an illustration of a lesson plan with the procedure of class conduction

STAGE	TIMING	AIM	PROCEDURE
Stage-1	5 minutes	Ice breaking session	- Students will introduce themselves - They will name their favorite season

Stage-2	15 minutes	Topic introduction and reading the passage line by line	<ul style="list-style-type: none"> - A student will stand up and read out the passage loudly - I will help the student to pronounce the unknown words and teach their meanings. - I will pick up some key words from the passage and translate them into Bangla. - I will translate the entire text into Bangla.
Stage-3	15 minutes	Time to evaluate their understanding on the topic	<ul style="list-style-type: none"> - Students will be given 10 minutes to solve the exercises from the text. - I will then write down the answers on the board and the students will check their scripts
Stage-4	5 minutes	Taking feedback and conclusion	<ul style="list-style-type: none"> - Any queries regarding the text will be discussed by the end of the class. - After giving homework, class will be end.

Lecture 2

Name of Institute : Urban School & College, Dhamrai, Dhaka.
Class : Nine
Section : B
Number of students : 26
Class Duration : 40 minutes
Date & time : 7th March, 2024; 10:00 am to 10:40 am
Conducted by : Zannatul Fardoush Sabrin
Topic : English second paper: Change of Degrees

Here is an illustration of a lesson plan with the procedure of class conduction

STAGE	TIMING	AIM	PROCEDURE
Stage-1	5 minutes	Ice breaking session	- Students will introduce themselves - Warm up before getting into the lesson

Stage-2	15 minutes	Topic introduction and asking students what they know about "Degree"	<ul style="list-style-type: none"> - I will write the definition and types of degrees on the board. - The students will read the structure and rules of three types of degrees - I will demonstrate the rule of transformation of degrees. (Examples first, then the structure)
Stage-3	15 minutes	Time to evaluate their understanding on the topic	<ul style="list-style-type: none"> - Students will be given 10 minutes to solve the exercises from the text. - I will then write down the answers on the board and the students will check their scripts
Stage-4	5 minutes	Taking feedback and conclusion	<ul style="list-style-type: none"> - Any queries regarding the text will be discussed by the end of the class. - After giving homework, class will be end.

Lecture 3

Name of Institute : Urban School & College, Dhamrai, Dhaka.
Class : Nine
Section : B
Number of students : 28
Class Duration : 40 minutes
Date & time : 10th March, 2014; 10:00 am to 10:40 am
Conducted by : Zannatul Fardoush Sabrin
Topic : English First paper: Dialogue writing

Here is an illustration of a lesson plan with the procedure of class conduction

STAGE	TIMING	AIM	PROCEDURE
Stage-1	5 minutes	Ice breaking session	- Students will introduce themselves - Introduction with the topic

Stage-2	15 minutes	Giving students instruction on how to establish the idea of a dialogue.	Writing key ideas on the board, such as: - A dialogue must be based on the imagination of a person. - The concepts should be arranged in logical order. - The language must be lively, attractive and sometimes may contain humor.
Stage-3	15 minutes	Time to evaluate their understanding on the concept	- Students will be divided into groups and will speak with each other on an imaginary situation.
Stage-4	5 minutes	Taking feedback and conclusion	- Any queries regarding the text will be discussed by the end of the class. - After giving homework, class will be end.

Chapter 12.2


Photographs





Chapter 12.3

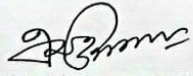
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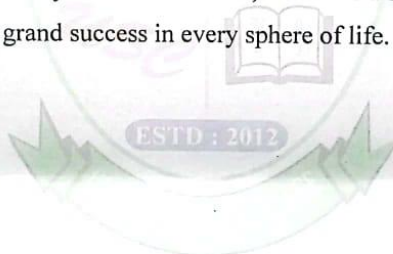
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-স্বপ্ন গড়ার কারিগর

Ref. Date :.....
14-05-2024

To Whom It May Concern:

This is to certify that Zannatul Fardoush Sabrin, D/O: Sanowar Hossain and Nasrin Aktar, has completed her 'Internship' as an English teacher at **Urban School & College**, Dhamrai, Dhaka from 06-02-2024 to 30-04-2024. During this period, she has done a very positive performance with the young learners as well as the concerned authority. As far as I know, she bears a strong moral character. I earnestly wish her grand success in every sphere of life.


Saiful Islam Mubin
B.A (Hon's), M.A, M.B.A (Con.) J.U.
Founder & Principal
Urban School & College
Principal

 ESTD : 2012

Islampur, Dhamrai, Dhaka-1350, Mob : 01712-810751, 01716-124661, 01670-736306, E-mail : uschr@gmail.com

Chapter 13

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