

Internship Report on Sub-Editor of Channel24



Submitted To

Dr. Towfique E Elahi

Assistant professor Department of Journalism and Mass Communication Faculty of Humanities and Social Science Daffodil International University

Submitted By

Rakin Absar Arnob

ID: 171-24-607 Batch: 30th Department of Journalism and Mass Communication Faculty of Humanities and Social Science Daffodil International University

Date of Submission: 12 December, 2020

Letter of Transmittal

12th December, 2020 **Dr. Towfique E Elahi**

Assistant professor Department of Journalism and Mass Communication Faculty of Humanities and Social Science Daffodil International University

Subject: Submission of Internship Report.

Dear Sir,

I would like to submit my internship report for your kind perusal. I have done 7 weeks in Channel24. It was partial demand of BSS (Hon's) in Journalism and Mass Communication. I am very pleased to my academic supervisor, industrial supervisor and my university for helping me in every possible way to finish my internship smoothly. I acquired a lot of knowledge and experience. I believe that these will be helpful for my career. In the report I have covered all necessary data which I have gathered during my intern period.

I would like applaud to you for your kind advice, guideline and for your suggestions to prepare the report in a proper way.

Thank you Yours Sincerely

Rakin Absar Arnob ID: 171-24-607 Batch: 30th Department of Journalism and Mass Communication Faculty of Humanities and Social Science Daffodil International University

Certificate of Approval

I am pleased to certify that the Internship report on Channel24 prepared by Rakin Absar Arnob bearing ID No: 171-24-607 of the department of Journalism and Mass Communication has been approved for presentation and defense.

I am pleased to certify that the data, the outcomes presented in the report are the credible work of Rakin Absar Arnob.

Rakin holds a good moral character and a very pleasing personality. It has clearly a great pleasure working with him. I wish him all success in life.

Academic Supervisor

Dr. Towfique E Elahi

Assistant professor Department of Journalism and Mass Communication Faculty of Humanities and Social Science Daffodil International University

Acknowledgement

First of all I am really grateful and honored to end this intern report. The whole period of my internship was very comprehensible. I am thankful to the Department of Journalism and Mass Communication of Daffodil International University for this great opportunity.

I am indebted to all my teachers for providing adequate support to finish the educational process in a pleasant way.

I would like to express my cordial gratitude to my honorable Supervisor, Dr. Towfique E Elahi, Assistant professor, Department of Journalism and Mass Communication, Daffodil International University. I am very obliged to my honorable Supervisor for his obligate propulsion and significant suggestion.

I would like to give thanks and esteem to all of the authority of Channel24. I am beholden to my industrial supervisor Norul Amin Jahir for his great contribution and steerage.

By him as a helping hand I really know now how to gather news information, writing report, operating neo journalism and other journalistic professional's norms.

I would like to give thanks to my parents and family members for their unconditional support and putting their faith on me.



Faculty of Humanities and Social Science Fax +88:02:9131947, Emoil: info@dolfadibarsity.edu.bd

Ref: Internship Placement /203/2020/10356

To The CEO Channel 24 387 (South) Tejgaon I/A, Dhaka, Bangladesh

Subject: Request for Internship Placement.

Dear Sir,

We are happy to let you know that the Department of Journalism and Mass Communication at Daffodil International University (DIU) has been offering Bachelor of Social Science (BSS) and Master of Social Science (MSS) programs in Journalism and Mass Communication for the last 12 years.

In partial fulfillment of the requirement for the BSS (Hons.) Degree, students are required to be placed in relevant organizations as interns to gather professional experience. The duration of the Internship is three months.

I would like to draw your kind attention that Rakin Absar Arnob, ID Number: 171-24-607 has completed 124 credit hours in 38 courses from the Department of Journalism and Mass Communication. It would be highly appreciated if you kindly allow him as an Intern in your esteemed organization.

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

With the best regards,

guegie -

Dr. Sheikh Mohammad Shafiul Islam Associate Professor and Head Department of Journalism and Mass Communication Daffodil International University



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October 21, 2020

Rakin Absar Arnob

House – 13, Road – 02, Block D,Kaderabad Housing Mohammadpur, Dhaka.

Subject: Internship Letter.

Dear Rakin Absar Arnob,

This is with reference to your application for Journalism & Mass Communication. We are pleased to inform you that you have been selected to join our organization as Intern under NCA Department. Your joining date will be October 22, 2020. This is to clarify that as per our HR policy you will be on internship for 12 Weeks.

The terms for internship are -

- · There will be no allowance.
- Internship period is 12 Weeks from joining Date.
- You have to follow all rules and regulations as per the HR policy of the organization.

Please also note that this offer holds true for 2 week from the date of the letter and if you fail to join us by then, this offer will be considered null and void. If these terms and conditions are acceptable to you, you are requested to sign on the second copy of this offer letter as a taken of your acceptance.

For any queries or clarifications, please feel free to call the undersigned or any representative from our HR department and they will be glad to assist you.

(Ehasanul Haque Tamim) DGM, Admin & HR

<u>CC to:</u> For kind information:

- 1. Chief Executive Officer, Channel 24
- 2. Executive Director, Channel 24
- 3. Input Editor, Channel 24
- 4. HRD

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December 09, 2020

To Whom It May Concern

Rakin Absar Arnob had been Successfully Complete Internship under NCA Department with Channel 24, a concern of Times Media Limited of 387 (South) Tejgaon I/A, Dhaka-1208, dated October 22, 2020 to December 09, 2020.

We have found him hard working, diligent and honest. We also confirm that his performance and attitude has been excellent. For this time being and that to the best of my knowledge and belief he bears an excellent moral character and is not engaged with any anti law and order activities. I trust that the information is best to my knowledge.

Thanking You,

tor

Ehasanul Haque Tamim DGM, Admin & HR

SL NO.	Content	Page No.
	©Daffodil International University	
1.1	Background of channel24	2
1.2	What is internship	4
1.3	Background of internship	5
1.4	Duration of internship	5
I	Chapter 2- Activities During Internship	6-18
2.1	List of Weekly activities	7-18
ł	Chapter 3- Learning and Experience	19-21
3.1	Knowledge gathering and learning during my internship	20
3.2	Tools and technologies used	21
1	Chapter 4- Evaluation of Learning	22-25
4.1	Academic learning and practical work	23
4.2	Expectation and outcome	23
4.3	Skills developed during my internship	24
4.4	Experiences and future career	25
	Chapter 5- Conclusion	26-29
5.1	SWOT analysis	28
5.2	Recommendations	29
appendices A:	References	30
appendices B:	Annex	31-32

Chapter One Introduction

1.1 Background of Channel24

There is a vast history of electronic media in Bangladesh. The electronic media market grew in many generations here. Channel24 is a second generation media house of Bangladesh. Though there are many more news broadcasting channels but Channel24 is one of the most significant and popular among those channels.

Channel 24 is a news channel of Bangladesh. It was launched on 24 may 2012, and is owned by times media LTD. It has gained popularity for news, scripted, and non-fiction programs.

Channel24 is also a very popular channel in the neo media market. The Facebook page of the channel has 3.1 million and the Youtube channel has 3.07 million followers.

Content Overview:

- National.
- International.
- Special.
- Sports.
- Entertainment
- Lifestyle.
- Business.
- ICT.
- Health.
- Agriculter24.
- CTG24.

1.2 What is Internship?

An internship is a professional learning experience that offers meaningful, practical work related to a student's field of study or career interest. An internship gives a student the opportunity for career exploration and development, and to learn new skills. It offers the employer the opportunity to bring new ideas and energy into the workplace, develop talent and potentially build a pipeline for future full-time employees. A quality internship:

- Consists of a part-time or full-time work schedule that includes no more than 25% clerical or administrative duties.
- Provides a clear job/project description for the work experience.
- Orients the student to the organization, its culture and proposed work assignment(s).
- Helps the student develop and achieve learning goals.
- Offers regular feedback to the student intern.
- careers.umbc.edu

1.3 Background of Internship

We know internship is the most efficient way for gathering professional learning experience. As the part of academic requirement, to complete my undergraduate program, I have completed 7 week internship at Channel24.

I am passionate about visual productions. That's why I wanted to make it a part of my career. In fall 2020 I had a chance to start my internship at a renowned electronic media house in Bangladesh. I know that electronic media is the strongest medium among all media. Electronic media has always played an important role in our all democratic movements and developments of our country. An electronic media helps to increase our knowledge and our vision.

So that's why I wished to join as an intern in an electronic media house to explore more. It is a step towards the fulfillment of my dream to start my career broadcast media journalist. So I decided to complete my intern at the popular television channel.

This year was a bit different from other times. Due to COVID-19 situation all media houses were not accepting interns this year. But my eagerness of exploring broadcasting sector lead me to the doors of Channel24 at last. Though it was a short period internship but learnt a lot during this time. I started my internship at 22nd October of 2020 and finished on 9th December 2020.

During my internship period I got chance to learn and shapeup more my news writing. news editing, video editing, OOV creating, video reporting, news publishing, SEO, moderation of neo media etc.

1.5 Duration of Internship

I worked as an intern sub-editor at Channel24 for 7 weeks. My internship period started from 22^{nd} October 2020 and ended on 9^{th} December 2020.

Chapter Two Activities During Internship

2.1 List of Weekly Activities

First Week (22nd October to 28th October)

- Introduced with my industrial supervisor of Channel 24 online in charge Norul Amin Jahir
- Had instructions from him.
- Got introduced with colleagues of Channel 24 online section.
- Learned about official environment.
- Learned about different broadcasting section like Facebook, Youtube.
- Got my own desk.

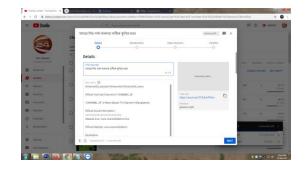


Me on my desk in Channel24 online section.

Second Week (29th October to 4th November)

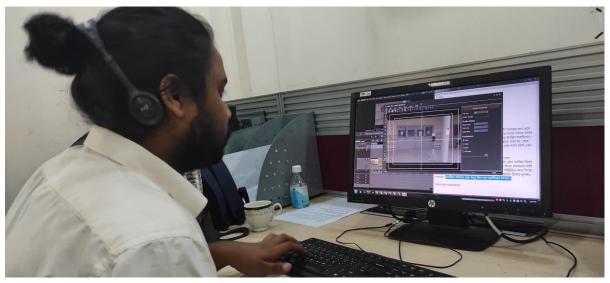
- Developed news writing and editing idea throughout the helps of colleagues.
- Learned publishing edited/published news on Facebook.
- Learned Uploading edited/published news videos on Youtube.





Third Week (5th November to 11th November)

- Started to edit reports published in channel24 broadcasting channel.
- Started to edit videos of news and programms for channels.
- Learned to use website panel and upload news.
- Did upload my first breaking news.



Editing videos in Edius on my desk at channel24

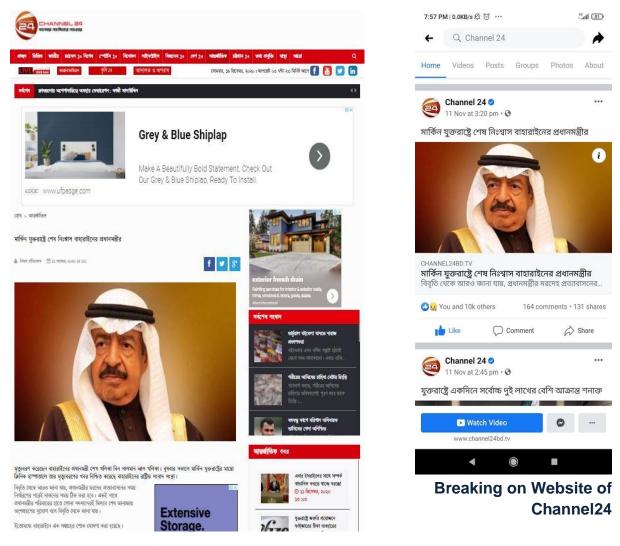


Editing videos in Edius on my desk at channel24

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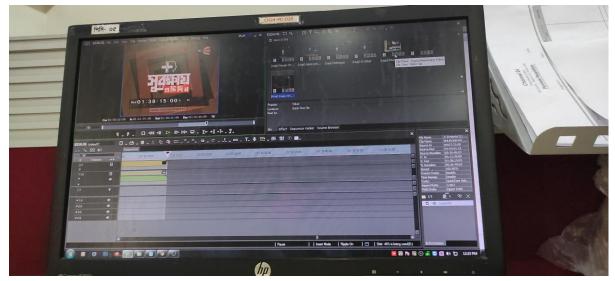
Breaking on Website of Channel24



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Fourth Week (12th November to 18th November)

- Learned to broadcast the channels video on social platform through OBS software.
- Had my regular assignment of broadcasting and editing/re-editing regular programs of channel 24. (Like, Surokkhay Protidin, Medical24 Muktobak, Muktomancha and many more.)
- And learned to make and made attractive Thumbnails using Adobe Photoshop.



Editing Surokkhay Protidin in Edius.



Thumbnail made by me of Medical24

Fifth Week (19th November to 25th November)

- Started Translating news.
- Started to look after the sports section.
- Uploading it to website using panel.
- Making Thumbnails for the news through Photoshop.

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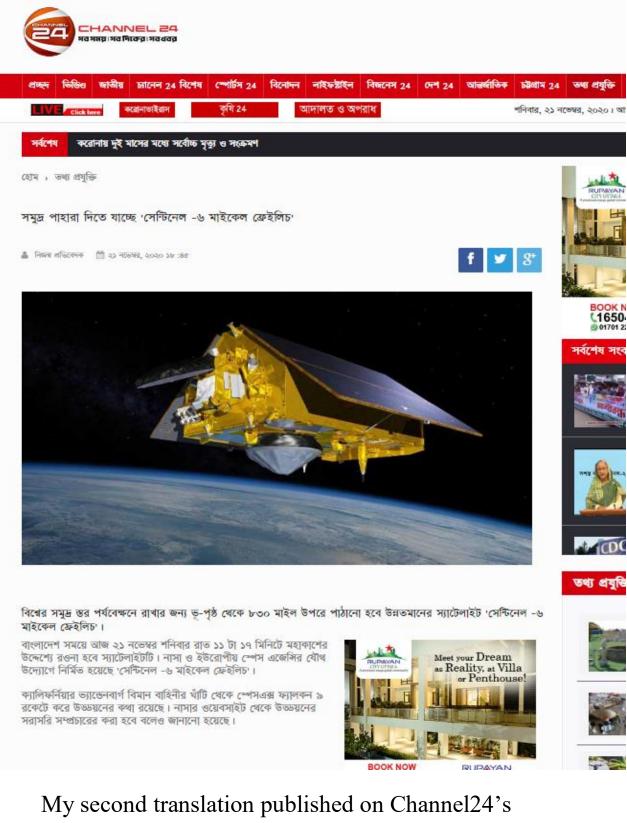
লক্ষণ নেই এমন কভিড-১৯ আক্তান্ত ব্যাক্তিরাই বেশি ছড়াচ্ছে করোনা। এমনটি দাবী করছে, মার্কিন যুক্তরাষ্ট্রের সেন্টার'স ফর ডিজিস কন্ট্রোল এন্ড প্রিভেনশন(সিডিসি)।

সম্প্রতি নিজেদের গুয়েবসাইটে কভিড-১৯ নিয়ে নতুন দিকনির্দেশনামূলক নীতিমালা প্রকাশ করেছে সিডিসি। যেখানে মাস্ক পরিধানের গুরুত্ব প্রকাশ করতে গিয়ে সিডিসি দাবী করে, অন্তত ৫০ শতাংশ কভিড-১৯ আক্রান্ত ব্যাক্তি যদের কোনো লক্ষণ পরিলক্ষিত হয়না তারা করোনার বিস্তার ঘটাচেছে। একটি ডপাত্ত তুলে ধরে সিডিসি, যেখানে দেখানো হয় ২৪ শতাংশ কভিড-১৯ এর বাহকের মাঝে করোনার লক্ষণ প্রকাশ পায় না, ৩৫ শতাংশ কভিড-১৯ এর বাহকের মাঝে করোনার প্রধামিক লক্ষণ দেখা দেয় এবং ৪১ শতাংশ লক্ষণধারী ব্যাক্তি করোনা ছড়িয়ে দেয়।

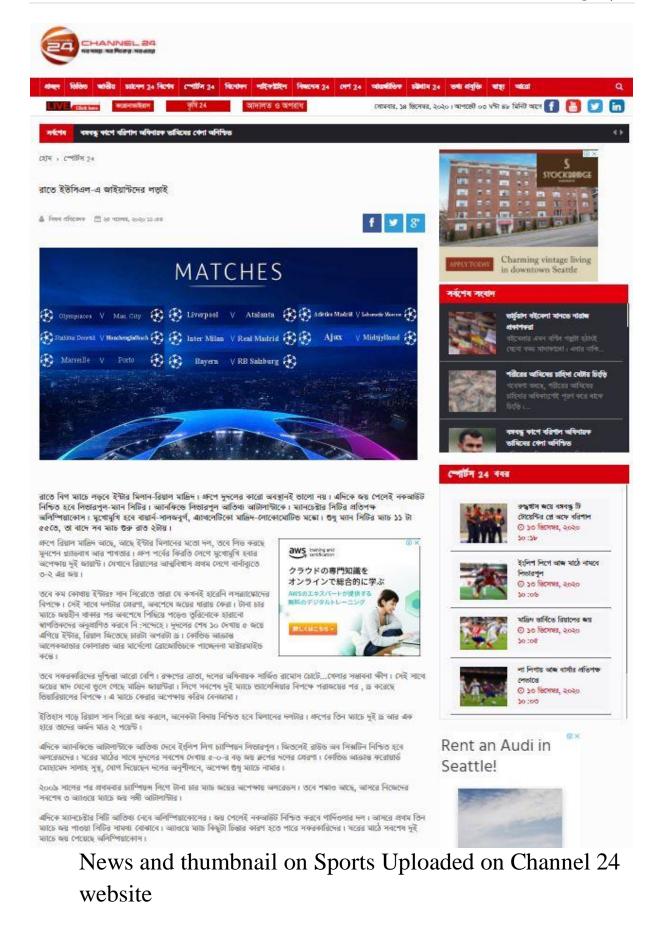
সিডিসির মতে কভিড-১৯ আক্রান্ত ব্যাক্তি যখন স্বাস নেয়, কথা বলে, হাঁচি-কাশি দেয় অথবা গান করে তখন তাদের মুখের ভেতর থেকে বেড়িয়ে আসা পদার্থের মাধ্যমে করোনা ছড়াতে পারে। তা প্রতিহত করার জন্য এখনো মাস্ক পড়া অনিবার্থ এবং বাধ্যতামূলক।



My first translation published on Channel24's website.



website.



Sixth Week (26th November to 2nd December)

- Received my first assignment from my industrial supervisor.
- Edited given Footages.
- Gave voice over with my PTC.
- Included subtitle.
- Got regular to sports site.



Assignment 1.mp4



My first assignment during internship period.



Seventh Week (3rd December to 9th December)

- Passed a busy last week of my internship period with my colleagues.
- Taking care of international and sports desk of Channel24 online section.
- Checked SEO's for website, facebook and youtube of Channel24.
- Edited/re-edited videos.
- Helped my colleagues and edited news of other bites like national, specialized, CTG etc.
- Did special breakings assigned by head of news.



Me on my desk.



My colleagues.



Chapter Three Learning and Experience

3.1 Knowledge Gathering and Learning during My Internship

Doing internship at Channel24 was a big achievement of my life. Big houses like channel24 has a lot to offer for fresher. During my internship I gathered experiences on neo media culture of our country, broadcasting media, professionalism, timeliness, punctuality and many more. I improved my video editing skills, Bengali typing skills, SEO sense and a lot of other that I will letter in this report. Preliminary knowledge that I had gathered are listed below.

Depth knowledge about broadcasting news section & Neo Media:

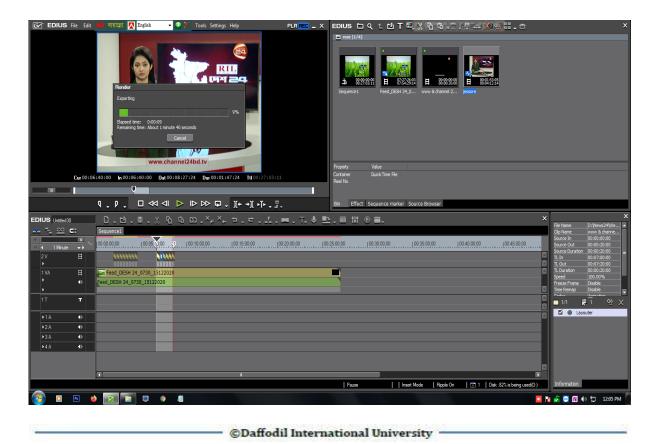
Now a days working as a reporter or employee of a media house has become a tough job. Because one need to have multitasking skills. Like just editing a written report is not enough or only know filming a video or presenting or designing a thumbnail won't give a job. One has to do all. Especially sub-editors. During my internship in Channel24 I did and learned through it a lot of job. Like, creating a news, editing it, cross checking the news, cutting footages, editing footages, making thumbnail of the news, uploading it to social platforms, uploading it to panel, broadcasting channel, how to do live through broadcasting software, making and correcting seo's and a lot more. I learned and did all of mentioned works during my internship period. My industrial supervisor and my colleagues helped me throughout the whole process. They taught me every single section step by step.

Practical Experience:

Being a sub-editor at online section is a tough job. One had to be sharp, quick and accurate. One have to publish a news running with time with accuracy. That's really tough though. Fortunately being a quick learner I cope upped with the pace in short time. I learned how to be fast, sharp and accurate at the same time.

3.2 Tools and Technologies used

As I mentioned earlier that being a sub-editor at online section one had to multi tasks with pace and accuracy. To do all these there are many tools and technologies to ease or support the process. As I worked in the online section I had to know how to use a computer, smartphone and landline phone. Through computer many software are necessary. Like ms word, ms excel, edius, adobe photoshop, obs, online panel, filezilla, team viewer, rundown, bijoy bayanno, avro, spell checker etc.



Chapter 4 Evaluation of Learning

4.1 Academic Learning and Practical Work

Every work has two sides. One academic or theoretical and another one is practical. Theoretical and practical both are important to complete the concerned work. Without theoretical base no practical work could be done accurately. Again if there is no practical knowledge then theory would be useless.

I have gathered theoretical knowledge of journalism and mass communication sector in my university for 11 semester. Which I tried to implement in my last semester which was my official internship period. I just didn't put in my gained knowledge but also regained knowledge from this practical session. Which could be the most important learning in my professional life.

4.2 Expectation and Outcome

As mentioned before I had gathered knowledge about journalism and mass communication field in my university. My university gave me theoretical and practical both kind of knowledge. And I am pretty much satisfied with my respected faculty member's guidance.

But as I entered in the practical field to gather knowledge directly I faced many inconsistency besides having a vast experience on broadcasting journalism.

I expected Channel24 to be one of the ideological channel where I could learn more about news then I had in my university. But In the Neo media field of channel24 all the employees are not trained or literate with journalistic moral, ethics or basic knowledge. A few of them are with institutionally gained knowledge about journalism or news writing. For that I had to face many basic conflicts with my colleagues and seniors also.

4.3 Skills Developed During My Internship

While doing my internship semester in Channel24 the skills I learned are listed below.

- a. Learned about official discipline.
- b. Punctuality and Time Management.
- c. Learned about different broadcasting section.
- d. News writing for online platform.
- e. Social site moderation.
- f. SEO.
- g. Video editing on edius.
- h. Broadcasting panel.
- i. Ticker.
- j. Broadcasting with OBS.
- k. Using news Rundown.
- 1. Using Assignments Rundown.
- m. OOV Editing.
- n. Program Designing.
- o. Program broadcasting.
- p. News Broadcasting.

4.4 Experiences and Future Career

I have gathered a lot of experiences during my internship period. This is the first step of my journey in broadcasting media of Bangladesh. I could stand up basing this experience in the broadcasting media market in my future.

Chapter Five Conclusion

Doing internship at Channel24 was a big achievement of my life. Big houses like channel24 has a lot to offer for fresher. During my internship I gathered experiences on neo media culture of our country, broadcasting media, professionalism, timeliness, punctuality and many more. Being a sub-editor at online section is a tough job. One had to be sharp, quick and accurate. One have to publish a news running with time with accuracy. That's really tough though. Fortunately being a quick learner I cope upped with the pace in short time. I learned how to be fast, sharp and accurate at the same time.

I have gathered a lot of experiences during my internship period. This is the first step of my journey in broadcasting media of Bangladesh. I could stand up basing this experience in the broadcasting media market in my future.

So, I would like to express my cordial gratitude to my department, Department of Journalism and Mass Communication, Daffodil International University and to my honorable Supervisor I also want to thank all the faculty members of my department.

5.1 SWOT Analysis

Strengths:

- Working Environment.
- Strong Online version.
- Strong Editorial policy.
- Logistic Support.
- Video Production.

Weaknesses:

- Shortage of Human Resource.
- It support is not up to the mark.
- Lack of Efficiency of news section.

Opportunities:

- Could be the leading broadcasting channel.
- Crime section is doing and could be also the leading one in the future.
- Increasing HR efficiency by creating employment.
- New online marketing policy could bring more revenue.

Threats:

- Employees with no journalistic knowledge.
- Lack of interest in online section of HR department.

5.2 Recommendations

Every institution has limitation and barriers towards being successful. As an intern working in Channel24 I found few barriers and limitation in the institution too. I have suggestion to overcome those problems too. Making a short list of those bellow.

- Should increase Human Resource.
- Should appoint efficient employees for IT support.
- Should appoint employees from journalism background in news section.
- HR department and Policy makers should rethink about their online section.
- Online section should produce their own content in regular basis.

References

- <u>https://www.channel24bd.tv/</u>
 <u>https://www.wikipedia.org/</u>
 <u>https://careers.umbc.edu/</u>







১০ মাস পর আন্তর্জাতিক ক্রিকেটে ফিরবে টাইগাররা

🛔 নিজস্ব প্রতিবেদক 🕗 ১৮ নভেম্বর, ২০২০ ১২ :৩৬

সর্বমোট তিনটি টেস্ট, তিনটি ওয়ানডে এবং দুইটি টেস্ট খেলার কথা থাকলেও টেস্ট সিরিজ কমানোর প্রস্তাবনা উঠেছে। টেস্ট কমানোর প্রস্তাবে...



দুই লাতিন পরাশক্তি আর্জেন্টিনা ও ব্রাজিলের জয়

🖀 নিজস্ব প্রতিবেদক 🕗 ১৮ নভেম্বর, ২০২০ ১৪ :১৭

দুই দেশের দুই বড় তারকাকে ছাড়া মুখোমুখি হয়েছিলো উরুগুয়ে-ব্রাজিল। তবে প্রথম সুযোগটা পেয়েছিলো স্বাগতিকরাই। পঞ্চম মিনিটে গ্যাব্রিয়েল...