



**Daffodil**  
*International*  
**University**

**Internship Report on**



As a Reporter

**Submitted to:**

Tawfiq Elahi

Assistant Professor

Department of Journalism and Mass Communication

Faculty of Humanities and Social Science

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**Submitted by:**

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Batch: 30<sup>th</sup>

**Date of Submission: 12 December, 2020**

## **Preface**

This report is about my internship period as a staff reporter and newsroom editor at one of the renowned sports channel in Bangladesh GAZI Satellite Television Ltd (GTV). It consists of my experience, observations and all the things I have learned during this ten weeks period. It have the information about the organization, its structure and the people behind it. It also have information about the my industrial supervisor, weekly activities as a staff reporter and newsroom editor, Connection between practical work and academic learning, Tools and technologies used, and the skills I have gathered in this time. The differences and similarities between academic and practical work are also stated here. Along with other things I have also done a SWOT analysis of GAZI Satellite Television Ltd (GTV) describing the strengths and weaknesses with also the threats and opportunities it has.

## Letter of Transmittal

12 December, 2020

Tawfiq Elahi  
Assistant professor

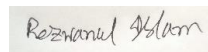
Department of Journalism and Mass Communication  
Daffodil International University.

**Subject: Submission of Internship Report.**

Dear Sir,

I am pleased to submit the internship report as a partial fulfillment of BSS (Hons.) in Journalism and Mass Communication. I concentrate my best to present this report on my internship form GAZI Satellite Television Ltd (GTV). It was a great opportunity for me to acquire knowledge and experience in one of the renowned sports channel in Bangladesh. I believe that knowledge and experience I have gathered during my internship period will immensely help me in my professional life. I have given my best efforts to achieve the objectives of the practical orientation and hope that my endeavor will serve the purpose. However, I will always be happy to welcome any further clarification that you may require.

I would like to thank you for your kind help, extraordinary advice, direction and being the supervisor to complete my internship report successfully.



Rezwanul Islam

Id: 171-24-612

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

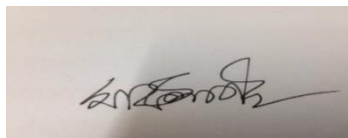
## Certificate of Approval



I am pleased to certify that the internship report on Gazi Satellite Television Ltd (GTV) prepared by Rezwanul Islam bearing ID: 171-24-612 of the Department of Journalism and Mass Communication has been approved for presentation and defense. Under my supervision Nafis Sadik works with Gazi Satellite Television Ltd (GTV) as an intern. He has completed the work during the Fall 2020.

I am pleased to certify that the dates, the findings presented in the report are the automatic work of Rezwanul Islam.

Rezwanul Islam bears a good moral character and a very pleasing personality. It is indeed a great pleasure working with him and I wish his success in life.



Academic supervisor

**Tawfiq Elahi**

Assistant Professor

Department of Journalism and Mass Communication

Daffodil International University



**GAZI SATELLITE TELEVISION LIMITED**  
25, Segun Bagicha, Dhaka-1000, Bangladesh.

01 December, 2020

**TO WHOM IT MAY CONCERN**

This is to certify that **Rezwanul Islam** (Student ID: 171-24-612) of **Department of Journalism and Mass Communication** of **Daffodil International University** has completed his internship successfully at **GTV**.

He worked here from 1 October 2020 to 30 November 2020. He was assigned with our news desk to learn overall news process.

The feedbacks received from desk in-charge is very positive about his activities. He was on time and had shown keen interest to learn. His attitude towards work was lauded by all in the newsroom.

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[www.gazitv.com](http://www.gazitv.com)

## Acknowledgement

At the very beginning I humbly present my gratitude to all of my teachers, supervisors and family members, without whose help this internship would never be possible. It gave me the opportunity to learn about the world outside of the classroom and have become a great experience. I express gratitude to my honorable academic supervisor Tawfiq Elahi sir for giving me the right Instruction to combine both theoretical and practical knowledge in preparing this report.

I would like to thank the authority of GAZI satellite television (GTV), giving me this opportunity for internship at their organization. Everything I have done in these ten weeks helped me acquire a lot of experience and knowledge which have made me skilled in practical works. I will thank Sudip Kumar Dey, senior newsroom editor of GTV, under who's right instructions I have learned many important skills needed for the practical work.

Rezwanul Islam

ID: 171-24-612

Department of Journalism and Mass communication

Faculty of Humanities and Social Science

Daffodil International University

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# **CHAPTER ONE**

## **INTRODUCTION**

## **1.1 About Internship:**

Internship is the process of learning and gathering professional experiences practically from an organization. During internship, an intern applies the academic knowledge into professional job. It gives the etiquette, norms and personality development values from the very first day. Internship gives a clear practical experience of professionalism. In addition, it helps to improve professionalism also. It's a training of corporate life for an intern.

## **1.2 What is internship:**

On my thinking, internship is the part of our study which contains a practical & professional experience of our academic knowledge. It is the period in which a student learns about the basic things of professional world. Internship is quite different from academic studies. Though academic studies give us the knowledge about how to work in the professional world & the chance to work in the real world.

## **1.3 Duration of my internship:**

I have completed my internship in 10 weeks. I started from 01<sup>th</sup> October, 2020 to 30<sup>th</sup> November, 2020.

#### 1.4 My Supervisor at GTV:

Under the guidance and care of Sudip kumar dey, senior newsroom editor & news presenter of GTV, I have completed my internship. He is in GTV for many years. He is a decorated person with helpful attitude & well behaved personality. Mainly, he works in the central desk & present news in the prime times. Moreover, he is a punctual person who also teach me to do all the work on time from the beginning. I learnt from him a lot of things which I believe will surely help me to success in my future career. In addition, he always encourages me to do better in my assigned work & assignments.



# **CHAPTER TWO**

## **Profile of the organization**

## **2.1 Background of the organization:**

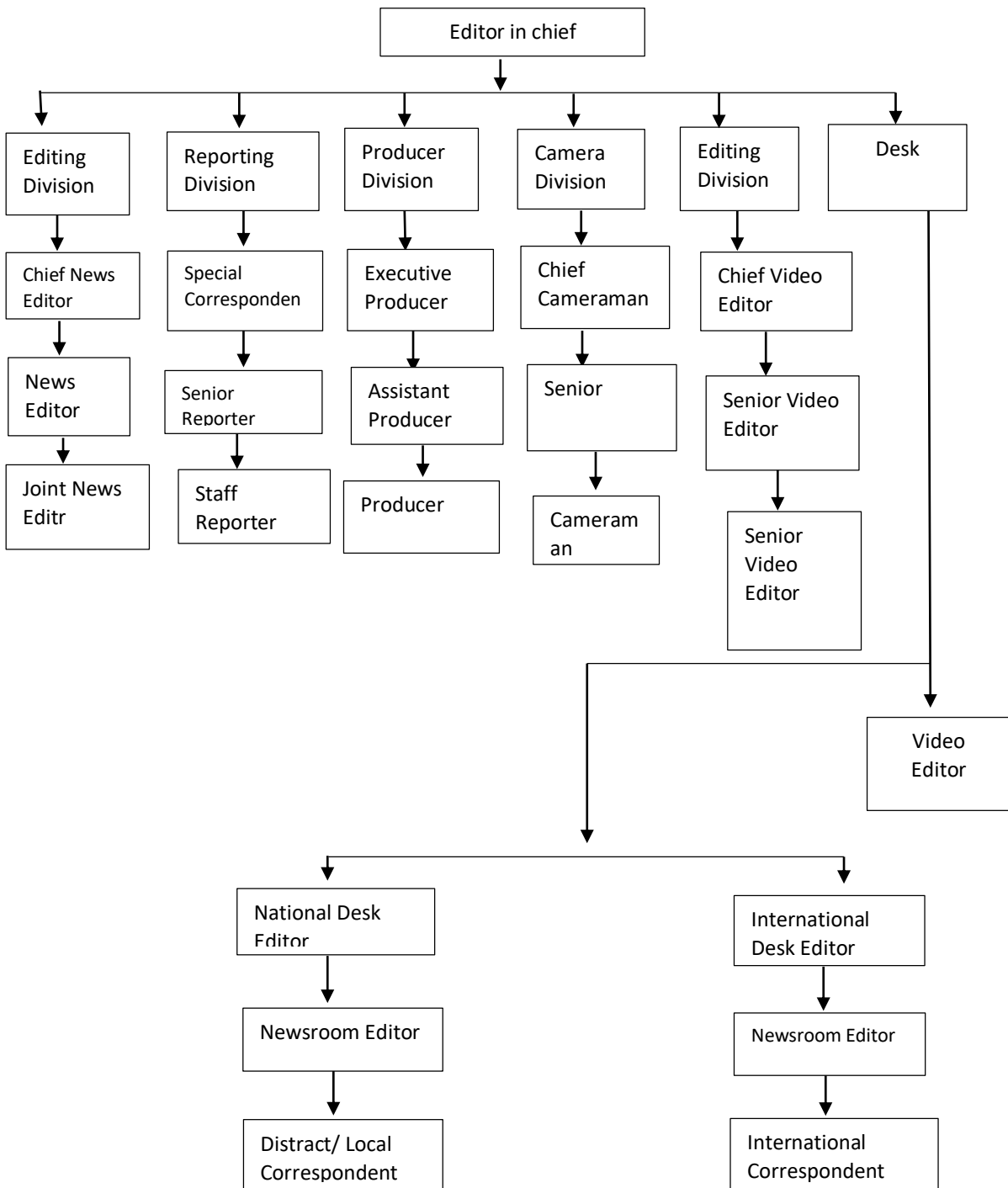
GTV is a Bengali language television channel. This channel officially launched on June 12, 2012. It is headquartered in SEGUNBAGICHA, Dhaka. As GTV is owned by GAZI satellite television, we categorized it as a satellite based television channel. Moreover, it is accessed by artificial satellite cable and IPTV. The image processing format of this channel is on HD. There is a lot of categories of media and shows provided and broadcasted by GTV such as drama, cinema and audio song program including talk show.

## 2.2 Tagline and Logo GAZI Satellite Television Ltd (GTV)



**যা দেখতে চান, পাবেন**

## 2.3 Organogram of GTV



# **CHAPTER THREE**

## **LEARNING AND EXPERIENCE**



### **3.1 Responsibilities:**

I was assigned as a reporter and newsroom editor. Mainly, I have spent most of time of internship inside newsroom. I am assigned at the central desk where I have to do some regular work like,

- i. Checking the assignment lists.
- ii. Writing headlines in the 'Wasp' for TIKA.
- iii. Covering assignments
- iv. Writing international beats OOV and collect footage from internet
- v. Contacting with the reporters by phone
- vi. Attending phone calls on the IND and national desk

### 3.2 Weekly activities during internship:

1st week

- Know about PCR and MCR
- Know about OOV , OOV-Sot and packages
- Try to get fast in BIZOY BANGLA typing
- Writing OOV
- Checking rundown
- Checking assignment list
- Write slugs
- Covered Bangladesh cricket team going to Pakistan



2nd week –

Checking assignment list

Acquire news sense

Write OOV

Write OOV-Sot

Write national and international beat OOV

Collect and convert footages and also edited in the panel

Check the rundown

Write sub and super

Contact with the reporters for writing TIKTA / headlines

Learn to write package

Know about how talk show runs



3rd week--

- Write OOV
- Covered the Dhaka City Corporation election
- Checking rundown
- Give voice
- Cut footages
- Convert footages in MP4
- Write sub super
- Read news from daily pool regularly
- Making GFX
- Prepared for covering assignments
- Write package of "due electricity bill of JENEVA camp"
- Covered SATV's Strike



## 4th week

- Write international beat package on COVID -19 situation of China
- Write national beat OOV
- Write slugs
- Write sub super
- Check the rundown
- Check the assignment list and also contact with the reporters for giving li0ve
- Learn to give live



5th week (13th February – 19th February)

- Collect information from district cores ponder for national beat news and TIKA
- Have an eye always on other TV channels for IND
- Write OOV for international beat
- Cover the Press conference of IEDCR
- Cover an assignment of Health bureau
- Write package on the brief of IEDCR
- Check the rundown
- Check the assignment list
- Write sub super
- Work in pressure and rush hour



[Anchor]

মুন্সীগঞ্জের গজারিয়ায় চাঁদপুরগামী লঞ্চ এমভি মকবুল-দুই এ ডাকাতি হয়েছে।  
বৃহস্পতিবার রাত পৌণে ১১টার দিকে এ ঘটনা ঘটে।

[TAKE VO] <[<mos> NS2011MunshigonjDakatO320 </mos> ]>

নারায়ণগঞ্জ থেকে রাত ৯টার দিকে লঞ্চটি চাঁদপুরের উদ্দেশে ছেড়ে যায়। মেঘনা নদীর  
শাটনল এলাকায় পৌঁছালে, ডাকাতরা লঞ্চটির উপর হামলে পড়ে। সেসময় যাত্রীদের কাছ  
থেকে নগদ টাকা, স্বর্ণালঙ্কার ও মোবাইলফোনসহ মালামাল লুট করে পালিয়ে যায় তারা।  
[\*\*\*SOURCE CONTENT FOLLOWS\*\*\*]

6th week

- Cover the press conference of IEDCR
- Write packages on Corona virus pandemic
- Write OOV
- Write international beat news
- Write national beat OOV
- Write headlines in the WASP for IND
- Write sub super
- Check rundown and read the news of daily pool regular
- Collect information from reporters for IND





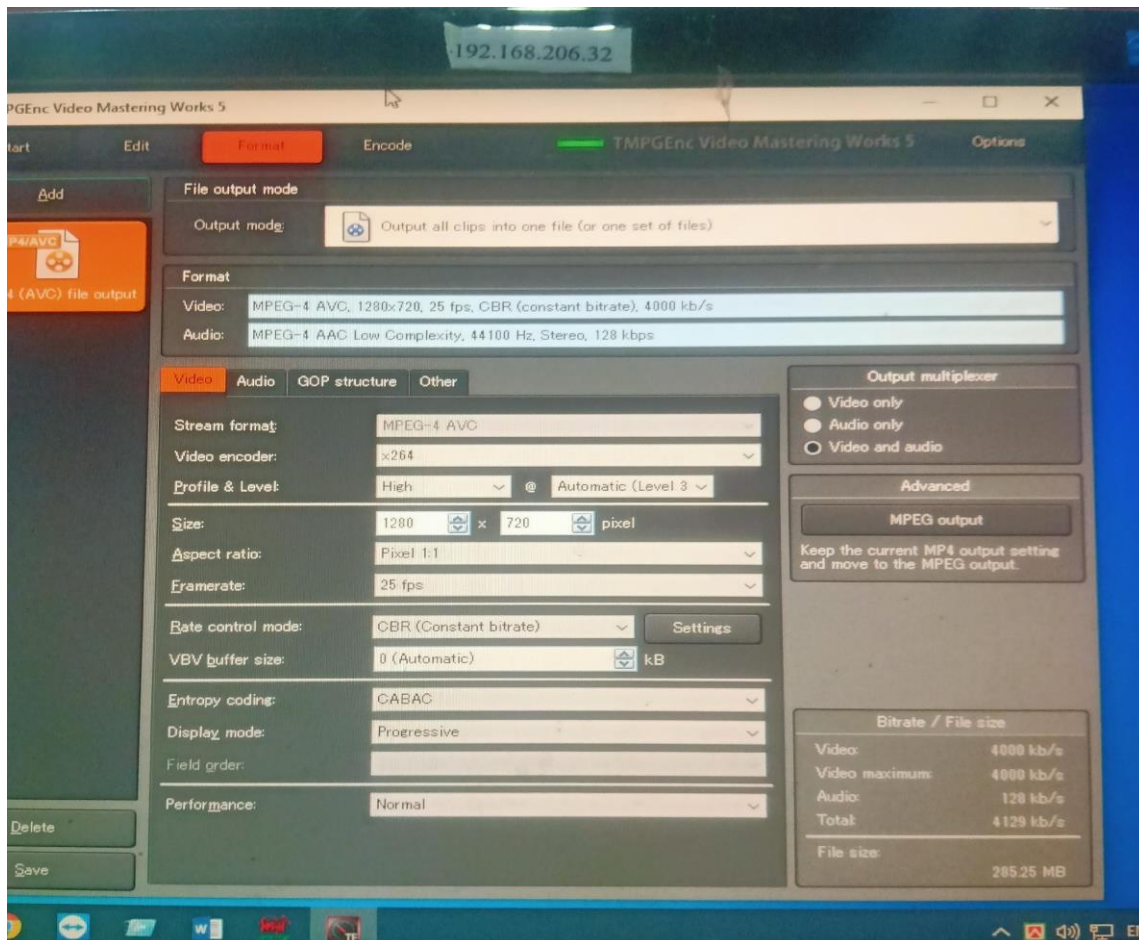
7thweek

- Cover the brief of IEDCR
- Check assignment list
- Write OOV+SOT
- Write OOV
- Write production list
- Check rundown
- Read news from daily pool
- Write package of national beat



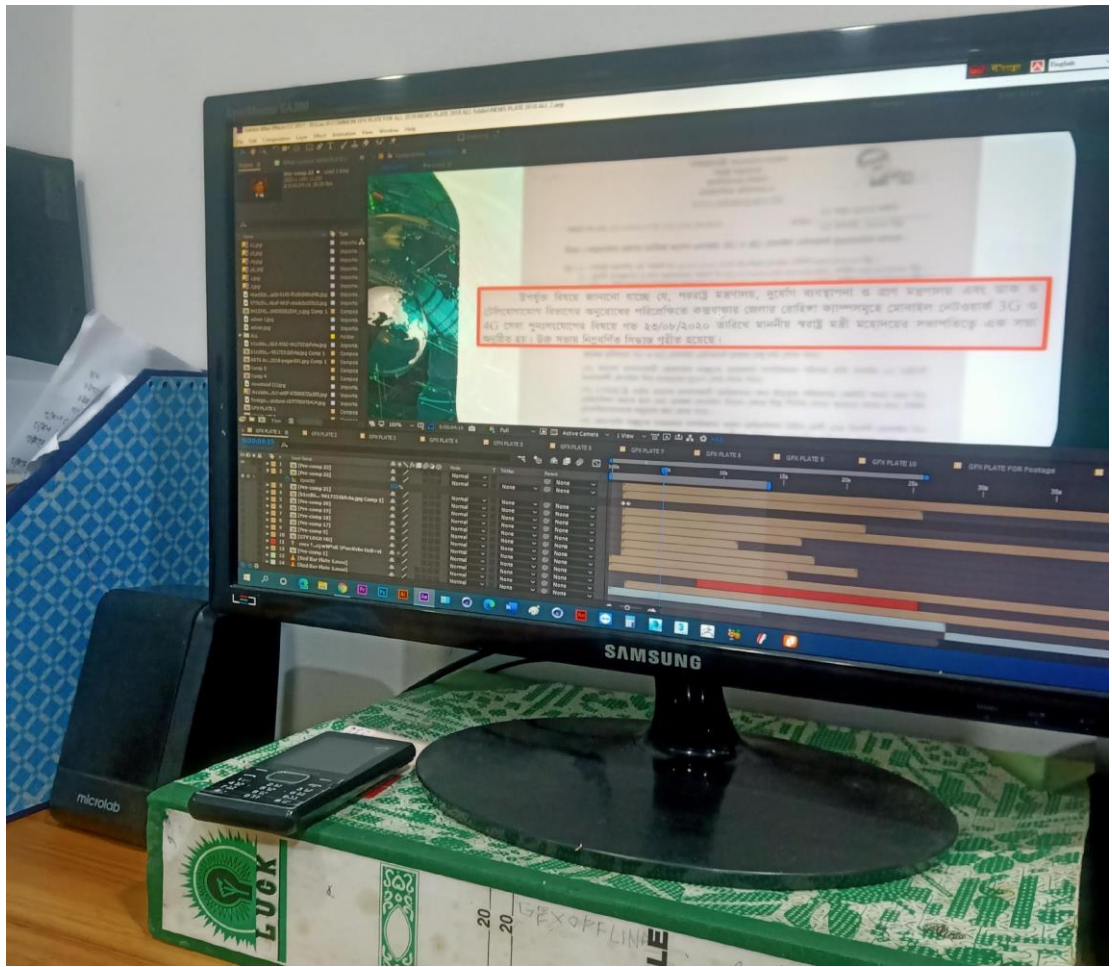
8th week

- Cover the brief of IEDCR
- Edited the footage of IEDCR for package
- Give voice
- Check rundown
- Cover assignments
- Collect information from reporters for national beat OOV
- Check assignment list
- Write OOV+SOT



9th week

- Cover the press conference of IEDCR
- Write OOV
- Write OOV+SOT
- Write package
- Check rundown
- Check assignment list
- Check the daily pool regular



10th week

Cover IEDCR press conference

Cover bankers champions trophy

Write OOV

Write OOV+SOT



### **3.3 Work experience during internship:**

After finishing the academic studies I was sent for doing my internship for gathering professional experience from a broadcast media (GTV). I work there for ten weeks. Ten weeks is a short time for that but I have learnt a lot of things and achieve many precious experiences of that media house and television media houses also.

I have worked there as an interne and learnt quickly all the things surrounded by me. I have gathered great experience of working with the other employees of the newsroom and reporters. I have covered many assignment and press conferences.

I am a student of journalism and mass communication and I have completed my internship from a television channel named GTV, which is a mainstream media and this opportunity gives me a clear and priceless experiences.

### **3.4 Special experiences:**

I covered a special assingment on National zoo. After a long break for lock down, national zoo reopened on 1 November 2020. I covered that event as own report. I went there with camera person at morning. Then collect footage and Interviews of peoples.

### **3.5: Tools Used**

When I was interning in GTV, that time I used various tools and technologies. The names are given below:

Computer Scanner

Camera

APENPS WASP

Recorder Boom

Microsoft Word Tripod

SD Card

'Final Cut PRO'

Printer

Telephone

Mobile Phone

# **CHAPTER FOUR**

## **EVALUATION of LEARNING**

#### **4.1 Difference between practical and academic experience:**

There is plenty difference between academic and practical experiences for instances,

- i. From academic learning we gather the knowledge of how things are done in real world but during my practical I learnt about the where and when answer to use the academic knowledge.
- ii. During my academic period, I have gathered my academic studies and knowledge very much attentively and successfully but during internship I have learnt that academic and professional world is totally different concept from each other.
- iii. In my academic time, I have done some practical assignments also where the duration of those assignment was huge but in my internship I have to complete my assignments in a short time. In addition, I have to complete my assignment alone and on time.

Through a normal way of thinking I can say that the professional experience is not similar with what I experienced on my academic year.

#### **4.2 Outcome of my internship:**

- i. I have built up my own sources and networks
- ii. Generated for the future
- iii. I have earned a good name in GTV
- iv. I learn and get a good command in broadcasting media which will help me in my future career
- v. I have explored myself with my capability
- vi. I learnt about how PCR and MCR works
- vii. I have created a good relational network with the other TV Channels and newspapers reporter.
- viii. I learnt to keep myself calm and relax during the times pf pressure

#### **4.3 Expectations and Experiences:**

I am a student of journalism and mass communications and I expect to do my internship at a news channel and I had the opportunity to fulfill it. Moreover, I expect to learn about the basics of reporting, writing, presenting and broadcasting.



My supervisor at GTV Sudip Kumar Dey helped me in every step of learning and practicing reporting, writing and presenting. During practicing they told me about their experiences and share with me some of the useful tricks of making news and conducting interviews as well.

#### 4.4 Skills Development:

During internship, I have worked in a news channel so I have gone through several skills development process which plays a vital role in successfully completing my internship; Such as,

- Typing speed
- OOV writing skills
- Develop package writing skill
- Increase in knowledge about APENPS software
- Being punctual to attend each and every seminar
- Develop voice narrate skill & pronunciation
- Collect experience about giving PTC
- Learnt about giving live
- Learnt the ways of desk reporting
- Improved reporting
- Developed communication
- Increased IT skills
- Developed confidence
- Learnt about taking footage and framing
- Improved interviewing skills
- Developed news source
- Developed writing OOV-SOT
- Improved using 'WASP'
- Improved writing headlines
- Developed news sense and breaking news

#### 4.5 Opportunity for Future Career:

In my internship, I have gathered many experiences which can be added to my CV and that will help me in the future. They are:

Transferring footage

BIZOY EKUSHE-Bangla typing Writing  
OOV

News Presenting skills Video  
editing

Working with team capability Writing  
special packages

Writing breaking news headline or TIKa in the "WASP

Knew panel

Knew about OOV-SOT Knew MR

Learnt about MCR and PCR Write slug  
name

Write national OOV

Write international OOV

Write international packages Give voice

All the experiences can be added in my resume and in any news sector can call me for a job on the basis of these experiences

# **CHAPTER FIVE**

# **CONCLUSION**

## 5.1 SWOT analysis:

### Strengths:

- Skilled reporters
- Highest TRP
- Enough number of district corresponded
- Publish bulletins at correct time
- Skilled editors
- Unity of the employees

### Weakness:

- Lacking's of vehicles
- Lack of reporters
- Device problem
- Shortage of back-pack for going live
- There is no café in the office
- No individual washroom for ladies
- There's only two reporters in international beat
- Not a single entertainment beat reporter
- Don't have any official social media account like fb page for getting feedbacks
- Little number of broadcast special packages

### Opportunities:

- They will hire reporters
- They will hire international beat reporters
- They will spread their channel in social media platforms
- They will improve their equipment's

**Threats:**

The news slot is very much congested, that can harm their audience number

They haven't enough vehicle which can be a threat in the rush hour

They have lacking of equipment's which can also harm to the report also

Most of the time they broadcast less important news and packages which can also harms the channels popularity and TRP

## 5.2 Recommendations:

Ten weeks is a short time for understanding and giving recommendation to GAZI Satellite Television LTD. Working in the news section of GTV, I have some recommendations for GTV:

They can give some opportunities of paid internship

They can enrich the audience and get feedbacks from spreading and developing their fb and other social media platforms

They should increase their news slot time

They should develop their equipment and increase their back-pack They should increase the number of their vehicles

They should improve the IND section

## 5.3 Conclusion:

During my ten weeks of internship period, I have worked hard to gather the experiences without any kind of complaints. The GTV news section and my professional supervisor helped me a lot and support me to complete my internship. I want to thank my academic supervisor and teachers also.

During internship, I have known to my responsibilities and I have become more responsible. I think I am the luckiest one for being a part of GAZI Satellite Television as an internee.

Last but not the least, I want to thank my parents for being with me and encouraging me all the time.

## References

1. [www.wikipedia.org](http://www.wikipedia.org)
2. <http://www.gtv.com>
3. [www.daffodilvarsity.edu.bd](http://www.daffodilvarsity.edu.bd)



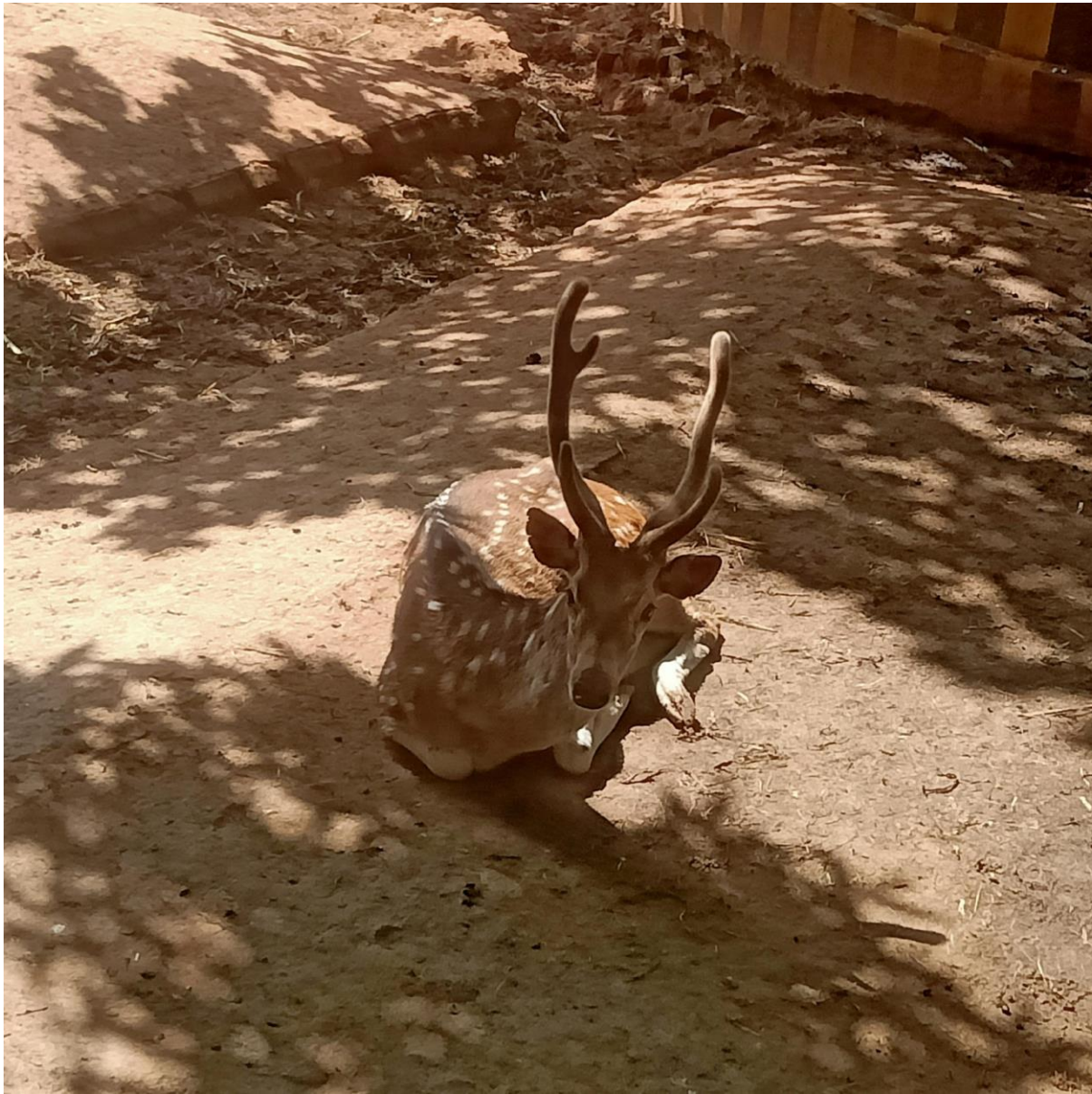
# Annex

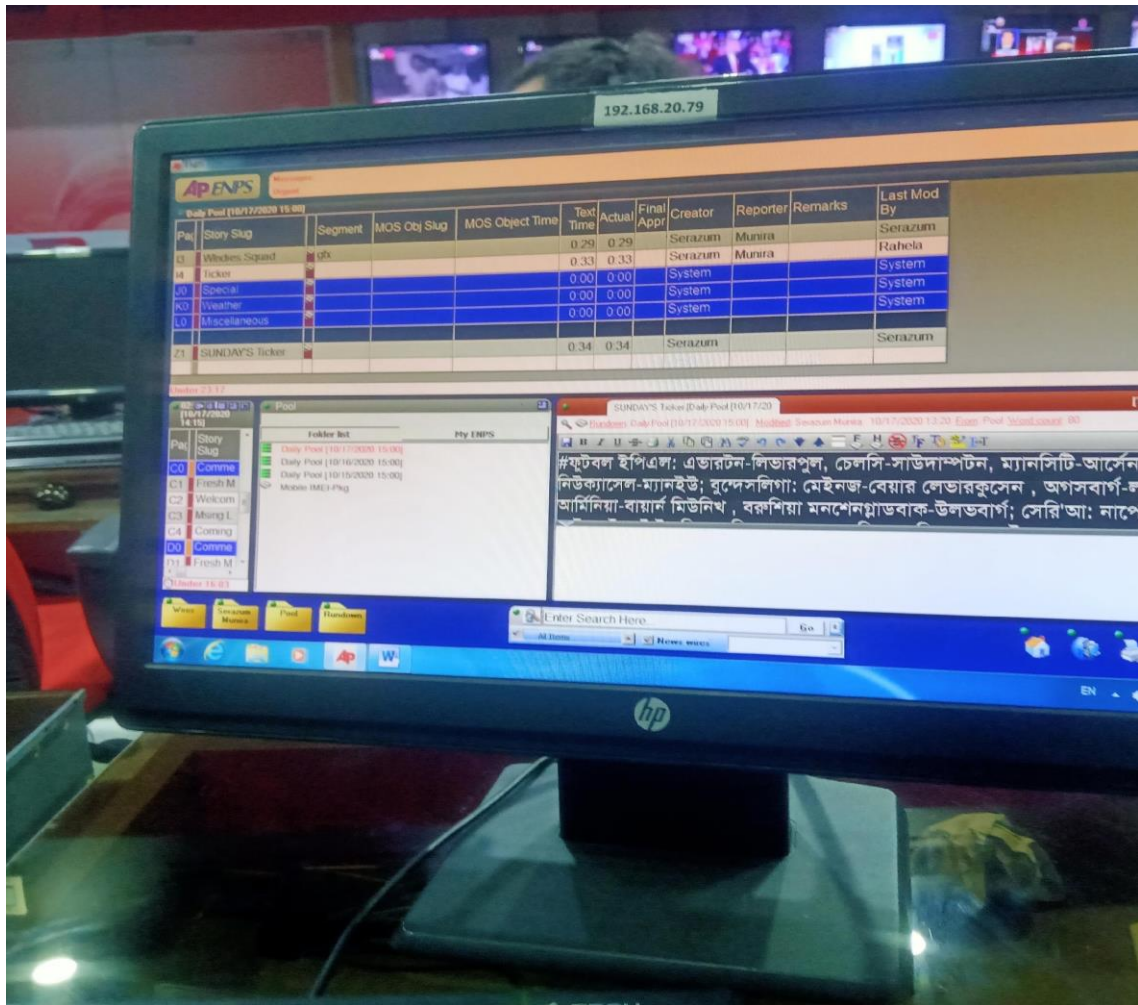




























## আয়কর রিটার্নের সময় বাড়ল না

এ বছর আয়কর রিটার্ন জমা দেওয়ার সময় বাড়ছে না বলে জানিয়েছেন জাতীয় রাজস্ব বোর্ডের (এনবিআর) চেয়ারম্যান আবু হেনা মো. রহমাতুল মুনিম। আজ রোববার সকাল ১০টায় এক সংবাদ সম্মেলনে তিনি এ কথা জানান। তিনি জানান, রিটার্ন জমা দেওয়ার শেষ দিন ৩০ নভেম্বরই থাকছে।

এনবিআর চেয়ারম্যান বলেন, নির্ধারিত সময়ে যারা আয়কর রিটার্ন দিতে পারবে না, তারা সংশ্লিষ্ট কর অফিসে আবেদন করতে পারবেন। তবে ২ শতাংশ জরিমানার বিষয়টি বাধ্যতামূলক নয়। গ্রাহক সঠিক সময়ে কেন রিটার্ন জমা দিতে পারেনি, তার যৌক্তিক কারণ দেখাতে পারলে জরিমানা মওকুফ করা হবে। কমিশনারের কাছে যদি কারণ যৌক্তিক মনে না হয়, তবে জরিমানা গুনতে হবে।

উল্লেখ্য, আয়কর আইন অনুযায়ী উপ কর কমিশনার করদাতার আবেদনের পরিপ্রক্ষিতে রিটার্ন জমা দিতে দুই মাস সময় দিতে পারে। তবে কর দাতাকে সেই ক্ষেত্রে দুই শতাংশ জরিমানা দিতে হয়।

সংবাদ সম্মেলনে এনবিআর চেয়ারম্যান জানান, গত বছরের ২৬ নভেম্বরের চেয়ে এ বছরের ২৬ নভেম্বর পর্যন্ত রিটার্ন বেড়েছে ৬৩ হাজার ১৯৯টি। তবে একই সময়ে আয়কর কমেছে ১৯৩ কোটি টাকা।

[Source: ...]

বারবার উচ্ছেদ করা সড়ক দখল বন্ধ হচ্ছে না রাজধানীর হাজারীবাগ বেরিবাথ এলাকায়। এতে ভোগান্তি কমছে না পথচারীদের। ঘটছে ছোট-বড় নানা দুর্ঘটনা। দোকানের জিনিসপত্রও সড়ককে রাখার অভিযোগ স্থানীয়দের। সড়ক দখল মুক্ত করতে অভিযান পরিচালনা করা হচ্ছে। বিজ্ঞপিত রেজাওয়ানুল ইসলামের রিপোর্টে।

[Type: ...]

[\*\*\*SOURCE CONTENT FOLLOWS\*\*\*]

রাজধানীর হাজারীবাগের বেরিবাথ এলাকার সড়ক বারবাই যেন ব্যবসায়ীদের দখলে। দোকানের মালামাল রাখা হচ্ছে সড়কের একাংশ জুড়ে। ট্রাক ও ওই এলাকায় গড়ে ওঠা বিভিন্ন প্যারোজের গাড়ি রাখার স্থানও এখন এই সড়ক। এতে তৈরি হচ্ছে দীর্ঘ যানজট, ভোগান্তিতে পথচারিরা। প্রায়ই ঘটছে নানা দুর্ঘটনা, অভিযোগ স্থানীয়দের।

ভুক্তপত্র--

উচ্ছেদ অভিযান কাজে আসছে না বলে অভিযোগ এলাকাবাসির। তবে, সিটি করপোরেশনের দাবি, সড়ক দখল মুক্ত করতে বিভিন্ন কার্যক্রম চলমান আছে।

সিংক-(নাম),(শহর),ঢাকা দক্ষিণ সিটি করপোরেশন

বেড়িবাথ সড়কটি প্রতিদিন কয়েক লাখ মানুষ ব্যবহার করেন। ভোগান্তি কমাতে শিগগিরই কার্যকর পদক্ষেপের দাবি স্থানীয়দের।

শে অফ



[Source]  
ঢাকা রিপোর্টার্স ইউনিটি আয়োজিত ওয়ালটন-ডিআরইউ ক্রীড়া উৎসবে আজ অংশ নেন  
পরিবারের সদস্যরা।

[Type text] <[Link] [Image] [Image] [Image] [Image] >  
শুক্রবার সকালে বঙ্গবন্ধু জাতীয় স্টেডিয়ামে হয় এই খেলা। ১০০ ও ২০০ মিটার দৌড়ে  
অংশ নেন সন্তানেরা। আর স্ট্যাম্প ভাঙা ও ২০০ মিটার দৌড় প্রতিযোগিতায় অংশ নেন  
স্ত্রীরা। খেলায় সার্বিক দায়িত্ব পালন করেন ঢাকা রিপোর্টার্স ইউনিটির ক্রীড়া সম্পাদক  
মজিবুর রহমান। প্রতিযোগিতায় সহযোগিতা করছে ওয়ালটন গ্রুপের ব্র্যান্ড মার্শেল।  
[\*\*\*SOURCE CONTENT FOLLOWS\*\*\*]

[Anchor]

বিশ্বকাপ ২০২২ ও এশিয়ান কাপ ২০২৩-এর যৌথ বাছাই ম্যাচ খেলতে বৃহস্পতিবার কাতারের উদ্দেশে দেশ ছাড়বে বাংলাদেশ জাতীয় ফুটবল দল। এ উপলক্ষে বুধবার বিকেলে ভিডিও কনফারেন্সের আয়োজন করা হয়।

[TYPE VIDEO SOURCE: NS181180V6QATAR0200 070000 >

যোগ দেন দলের সহকারী প্রশিক্ষক স্টুয়ার্ট পল ওয়াটকিন্স, গোলরক্ষক আশরাফুল ইসলাম রানা ও মিডিয়া এক্সিকিউটিভ খালিদ মাহমুদ। স্বাগতিক কাতারের বিপক্ষে ম্যাচের জন্য ২৭ সদস্যের দল নিয়ে যাচ্ছে বাংলাদেশ। করোনা পরিস্থিতির কারণে থাকছেন অতিরিক্ত চারজন ফুটবলার। ম্যাচের আগের দিন ২৩ সদস্যের চূড়ান্ত দল ঘোষণার সুযোগ পাবে দলগুলো। করোনা আক্রান্ত হওয়ায় প্রধান কোচ জেমি ডে'কে ছাড়াই কাতারে যাচ্ছেন জামাল হুইয়ারা।

[\*\*\*SOURCE CONTENT FOLLOWS\*\*\*]

