A Project Paper
on
"Online Class Observation and Conduction in English during the Outbreak of Covid-19"

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This Internship report is submitted to the department of English, Daffodil International University, for the partial fulfilment of Bachelor of Arts (BA) in English Degree.

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Declaration

I hereby declare that this project work has been fulfilled by me under the supervision of Md. Rafiz Uddin, Lecturer, Department of English, and Daffodil International University. I am also assuring that neither this project has been submitted nor published to any other Universities, Institutions, or publications for pursuing a certificate of a degree.

…….

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Certificate

I am certifying that, Md. Al-Mamun ID: 171-10-156 is a student of the English Department of Daffodil International University, Ashulia Campus. He has completed his internship project under my guidance and worked sincerely to prepare his report.

All information and findings presented in the project seem original. I wish him success in his future career.

.....

Supervised by

Md. Rafiz Uddin
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Acknowledgement

It is my obvious duty to express my heartiest gratitude to Almighty Allah for keeping me healthy while preparing the project report on **"Online Class Observation and Conduction in English during the Outbreak of Covid-19".** I also show my sincere gratefulness to my academic supervisor **Md. Rafiz Uddin, Lecturer, Department of English, Daffodil International University** for his non-stop support to complete my internship project report. This project report would not see the light of the sun without his proper instruction and guidance.

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Abstract

The English language is commonly used all over the world to communicate with foreign people. Thus, the English language is very essential to learn for the people of any country, especially for the students. It is being increased in the demand for skilled people in the English language. The English program aims to develop integrated linguistic skills with an emphasis on listening comprehension and oral production and a focus on learning for authentic communication (EMERITA, 2006) *English is a widely spoken and commonly understood language in Bangladesh. In the Bangladeshi context, the English language is taught as a compulsory course in all level of educational institutions. The English language is used in several public offices and private offices as the medium of communication in Bangladesh. However, due to the outbreak of Covid-19, all educational institutions are closed for a long period and instead of physical appearance class, online classes are being conducted to keep the learning process on. This project intends to investigate the ongoing circumstances of teaching the English language through online classes. The intern tries to present the methodology is used in teaching English in the existing crisis caused by Covid-19. The intern also tries to find the challenges of conducting classes in online platform in this crisis moment. While observing classes the intern finds the class instructors more co-operative and friendly with the students and used technologies needed to conduct classes. The intern also tries to find out the merits and demerits of an online class.*

[Keywords: English, method, intern, Platform, Bangladeshi, physical, commonly technology]

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Chapter – I

Introduction

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Introduction

From the very beginning, Bangladeshi people started to learn the English language to keep the communication up with several foreign people. English language course is introduced from the primary level to the tertiary level in the Bangladeshi context. Due to the outbreak of Covid-19, several online platforms are being used to conduct English language teaching like Zoom, Google Meet, and Messenger, etc. As all educational institutions are not open yet due to the outbreak of Covid-19 on large scale, multiple online platforms are being used to keep up the educational activities. At this moment the online platforms are very much popular to the students and the teachers in the Bangladeshi context. Teachers can teach their students from their homes and at a convenient time. In the online class, teachers and the authorities are still working for making the way better to provide a better education for the students. Though it is not that much hard to use, there are some problems faced by both teachers and students while conducting a class. For example, internet buffering is a common problem in an online class in Bangladesh. It is not possible to assess the students fairly to the teachers. However, the online classroom is obvious luck for the students to keep up their educational activities in the outbreak of Covid-19.

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Chapter - II

Objectives of the Internship

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Objectives of the Internship

The deciding explanation behind an examination includes seeing the enormous point or objective for an evaluation and narrowing it into express examination questions or speculations. The clarification verbalization contains the tremendous purpose of assembly of the evaluation, the people in the assessment, and the zone or site of the requesting. This clarification articulation is then limited to investigate questions or gauges that you intend to reply in your evaluation study. This study covers some objectives. They are given below. (Parlindungan, 2018)

The objectives of the internship are:

i. To present the current scenario of the online classroom in Bangladesh.

ii. To find the merit and demerits of the online classroom.

iii. To find the impacts of the influence of online application on the learners in online class.

iv. To see the difference of physical classroom and online classroom.

v. To propose some required recommendations for improving the online class.

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Chapter – III

Methodology

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Methodology

3.1 Selecting Institution

To complete the project during the outbreak of Covid-19, the intern intended to observe & take classes by using Google Meet. As per the direction of the department, Daffodil International University was chosen for observing and taking classes.

3.2 Selecting Classes

Two classes were chosen from different levels to observe and a class was chosen for teaching.
The supervisor helped to choose the classes for observation and teaching.

3.3 Selecting Media

Google Meet was chosen to conduct and observe the classes due to their better service and convenient features.

3.4 Observing Classes

Two classes were observed at that University. Both classes were language classes of the students from different semesters. It was understood from the observed classes, how the intern teachers take classes, how they utilize the class time in the classroom, how the intern teacher communicates with students while conducting a class.

3.5 Using Checklist

Two checklists were used to observe classes and to collect the required information.

3.6 Conducting a Class and Understanding the Classroom Environment

A language class was taken by the intern with the help of the course teacher. Class conduction is a better way to find the overall ideas about the existing scenario of the online classroom.

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Chapter – IV
Institution Details

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Institution Details

Daffodil International University is a top-ranked private university in Bangladesh located at Ashulia. It was established on 24 January 2002 with the permission of the University Grants Commission Bangladesh and the Education Ministry of Bangladesh under the private university act-1992 and its amendment 1998. Primarily it has been started with 67 students and now it has more than 25000 thousand students and around 2500 teachers under the 23 departments organized into 5 faculties. The university has multiple campuses within Dhaka city. The main campus is situated in Dhanmondi-32 & the permanent campus is situated at Ashulia, Saver with 132-acre lands. This university has been obtained 4th position among all universities in Bangladesh and 1st among all private universities in Bangladesh according to the SCOPUS indexed publications in 2020 & according to the QS Rankings-Asia 2020; Daffodil International University is the top-ranked university among the all private universities in Bangladesh.

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Chapter – V

Classroom Observation Report

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Classroom Observation Report

Teacher`s Name: N/A

Name of Institution: Daffodil International University

Observer: Md:Al-Mamun

Date of Observation: 08th Dec (10.00AM-10.45 AM), **08th Dec** (10:45 AM-11:30 AM), 2020.

Classroom Description: It was the online classroom and Google Meet was used as the way of conducting and observing classes.

Students Information:

1. **Academic Level of the Students:**
   1st class: The students from 1st semester of 1st year.
   2nd Class: 2nd semester of 1st year.
2. **Language Level of the Students:** The students belong in the secondary level of language level.
3. **Average Age of Students:** The average age of the students is 18-20 years.
4. **Number of Students:** The total number of students in the 1st class is 36 and the 2nd class is 34. The number of students who attended the first class was 25/35 and the second class was 20/35.

Lesson Objectives:

1st Class: The lesson objectives of the first class were to teach *linking words.*

2nd Class: The lesson objectives of the second class were to make students enable to get a good score in the reading section of the *ILETS* exam.

Teaching Materials:

1st Class: In the first class a doc file of some basic usage of linking words change and a ppt file of some examples of linking words have been used.

2nd Class: A PPT file of several reading texts with practical example has been used.

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Class Observation 1

The intern teacher first greeted the students and shared some basic ideas about the topic. She started the class by explaining rules with the appropriate example for better learning. After finishing a rule and providing examples intern teacher asked the students whether they have understood or not and then he gave some practice tasks to the students and students were asked to submit their feedback in the chat bar of Google Meet. If the students made errors in their tasks the teacher makes them correct through providing feedback. Though it is difficult to connect all students in the online classroom, but the intern teacher was trying to keep them concentrated in the class. In the whole class, the intern teacher showed his enthusiasm and impartial quality. Throughout the class, both the teacher and students were facing internet issues several times.

Strength of the intern Teacher

i. The intern teacher was punctual in maintaining the class schedule.
ii. The intern teacher has good command over the topic and lesson.
iii. The intern teacher has good communication skills.
Iv. The intern teacher is very cordial with the students.

Class Observation 2

The intern teacher first welcomed the students and was trying to ensure all students` attendance and then tried to share his computer screen to the students. After sharing the screen the teacher started to explain basic information about the topic and talking about the advantages of learning the topic. The intern teacher read out a text and translates it into L1 for a better understanding of the students. After finishing the text the intern teacher provided some symbol questions to the students to understand the students` understanding. Often the intern teacher asked students particular questions to answer then some active students provided answers from their understanding. If the students made errors in their answers, the teacher

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would make them correct. The intern teacher tried to engage all the students in the class but he was failed due to the online class. The Grammar-Translation method was used in the class. Google meet was used as the medium of conducting class and several times both the students and the teachers faced internet trouble. He was enthusiastic in answering the questions and encouraged students.

Strength of the Teacher

i. The intern teacher is punctual in maintaining time.
ii. The intern teacher is very sincere with the students.
iii. The intern teacher can engage students in the class.
iv. The intern teacher has good communication skill.

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Chapter – VI
Teaching Experience

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Teaching Experience

Name of Institution: Daffodil International University
Level of the Students: 1st semester of 1st year
Number of Students: 40
Topic: Linking words
Date:04-12-2020
Materials: A Doc file and A PPT file
Duration: 50 Minutes
Objectives of the Lesson: 1. After the class they will be introduced with the linking words as well as the usage of linking words. 2. This lesion will help the learners to make an appropriate sentence by using linking words. 3. It will help them to get good marks in IELTS written part.

A lesson plan was made to conduct the class. The class topic was “Usage of linking Words”. According to the lesson plan, at first, the students were welcomed & got an ice-breaking season. After the warm-up season, the students were introduced to the lesson objectives. After that, the students were gone through the topic. At this stage, the students got the basic ideas about linking words. After that, the students asked to practice the sentence linking words. Students were given some tasks to linking words. Some of the students gave feedback rapidly and some couldn't due to the poor internet connection. Students made errors while replying and the instructor corrected them. At the end of the class, students were asked to ask for any queries but they did not. During class time, students seemed very much communicative. Throughout the class both the teacher and students faced the internet connection problem.

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Chapter – VII
Overall Findings

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Overall Findings

As the intern observed two classes and conducted a class, few things have been found. They are given below.

Subject Matter Content

Both the intern teacher have good command over the English language and enough knowledge about the topic. Both the teacher encouraged students to ask questions and were sincere in answering the questions. The teachers were successful in stating the objectives of the lesson.

Lesson Delivery

Both the intern teacher delivered their speech clearly & loudly so that the students can easily understand the lesson but due to the internet issues both the teachers and the students faced trouble.

Use of Language

- Both the Bangla and English language have been used in those classes.

Types of intern Teaching Activities

- After completing a section the students were asked whether they have understood or not.
- The intern teacher mostly asked the students individually to complete the required task.

Intern teacher`s Use of Materials

PPT file and Doc file have been used in those classes**.**

Use of Teaching Method:

In both classes, the GT method was used by the teachers.

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Findings from Conducted Class

Expectations of the intern

The intern wanted to make the students interested in the topic and to ensure their 100% participation with full concentration. While the intern was teaching them, they started to interact with him with their questions and he was answering them. During the class, the intern used to call the students with their names that helped to create a good rapport with the students. At the end of the class, the students were happy. The Intern and the students faced the internet issues in several times which was making derange the communication.

Advantages and disadvantages

There are some advantages and disadvantages of the online class have been found. Online education is more popular around the world because of its advantages like the teachers can take classes at their convenient time, and if a student misses a class he or she can get the recorded version of the class. Therefore, there is no chance to miss any class. Online is a way of unstoppable learning though, but it has some disadvantages like, it is difficult to assess the students fairly. Both the teacher and students face poor internet connection problems during the class. Often the students do not understand the teacher due to the poor connection which deranges the attention of the students.

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Chapter – VIII

Recommendations

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Recommendations

The intern has provided some most probable suggestions to the teachers for applying in the classroom and the ICT division of the authority to ensure a better internet connection for the Students. They are given below…

i) Teachers should use the CLT method in the class.

ii) The teacher should speak in English instead of the mother language.

iii) In a language class, the teacher should evaluate their students through creative questions.

iv) The government should ensure a better internet connection for the students and it should be free for the students.

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Chapter – IX
Conclusion

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Conclusion

In the Covid-19 condition, the educational activities were being hampered but the invention of modern technology has made it easier to keep the educational activities on. The intern got a chance to observe 2 classes and take a class by using Google Meet. After observing two classes and taking a class, the actual scenario of the online class has been observed. The online classroom is very popular around the world though, but some issues were found while observing and taking the classes. Internet issue is a major issue in the online classroom. Due to the poor internet connection, students cannot hear the teacher properly. The government must take all the necessary steps to solve the problem. In this crucial time, the government must ensure a better internet connection for the students and it should be free. Though it is difficult to implement within a short time it is not impossible.

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Appendix – 1

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Checklist

Classroom Observation Report-01

Instructor evaluated: N/A

Course :(Eng-111) Basic Grammar and Writing

Number of students present: 31

Date: 10-12-2020

Evaluator(s): Md: Al-Mamun

Time: Started at10.00 am & ended at 10:45am

Topic: Determines

Method: Grammar Translation Method

LESSON PLAN AND EXECUTION					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**
a. The instructor got the attention of learners early	✓				
b. The instructor stated purpose in interesting way		✓			
c. The instructor asked stimulating questions		✓			
d. The instructor highlighted important points	✓				
e. The information was presented for given time period	✓				
f. The instructor linked content with application	✓				
g. The stated objectives were met	✓				
h. The instructor encouraged student responsibility for further learning	✓				
Teaching Techniques					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**
a. The instructor asked the students to answer questions		✓			
b. The speaker used brainstorming		✓			
c. The students generated responses	✓				
d. The teacher used audiovisuals					✓
e. The instructor was conversational			✓		
f. The voice quality/volume of teacher was adequate		✓			

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g. The instructor showed interest in the subject	✓				
h. Overall, the instructor tried to help the learners learn the subject	✓				
Class Management					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**
a. Teacher established a rapport with the class before starting the lesson	✓				
b. Teacher took the time to introduce the lesson to the Class	✓				
c. Lesson material was meaningful, motivated, contextualized			✓		
d. Effective balance of STT (students talk time) and TTT (teacher talks time)		✓			
e. Time maintenance was effective	✓				
Use of English Language					
	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**
a. The teacher speaks in the target language in the classroom appropriately and effectively			✓		
b. The teacher offers opportunities for native language use				✓	
c. The teacher uses familiar words related to what s/he is teaching in class		✓			
d. The instructor presents information about some very familiar topics using native language		✓			
Presentation skills of the Teacher					
	Completely	Mostly	Some what	Little bit	Not at all
a. Teacher's voice is enough audible for all the students.	✓				
b. Teacher's pronunciation is clear enough to understand.	✓				
c. Teacher is able to keep pace while giving lecture		✓			
d. The teacher gives adequate pauses while giving lecture.		✓			
Teaching Materials (Teacher designed / Supplementary)					

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	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**
a. Material fulfills the objective of the lessons provided.		✓			
b. Materials includes lessons which are interesting and can motivate the learner		✓			
c. Materials are used effectively and efficiently		✓			
Treatment of Feedback					
	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**
a. Teacher provided effective feedback to each activity	✓				
b. Teacher provided feedback after the activity is finished	✓				
c. Teacher provided feedback individually	✓				
d. Teacher gave feedback to the whole class	✓				

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Classroom Observation Report-02

Instructor evaluated: N/A Course: (Eng-111) Basic Grammar and Writing

Number of students present: 35 Date: 10-12-2020

Evaluator(s): Md: Al-Mamun Time: Started at 11:30am & ended at 1:00pm

Topic: Modifiers Method: Grammar Translation Method

LESSON PLAN AND EXECUTION					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**
a. The instructor got the attention of learners early					
b. The instructor stated purpose in interesting way		✓			
c. The instructor asked stimulating questions					
d. The instructor highlighted important points	✓				
e. The information was presented for given time period					
f. The instructor linked content with application					
g. The stated objectives were met					
h. The instructor encouraged student responsibility for further learning					
Teaching Techniques					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**
a. The instructor asked the students to answer questions					
b. The speaker used brainstorming					
c. The students generated responses					
d. The teacher used audiovisuals					
e. The instructor was conversational					
f. The voice quality/volume of teacher was adequate					
g. The instructor showed interest in the subject					
h. Overall, the instructor tried to help the learners learn the subject					
Class Management					
	Completely	**Mostly**	**Some what**	**little bit**	**Not at all**

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a. Teacher established a rapport with the class before starting the lesson	✓				
b. Teacher took the time to introduce the lesson to the Class	✓				
c. Lesson material was meaningful, motivated, contextualized			✓		
d. Effective balance of STT (students talk time) and TTT (teacher talks time)			✓		
e. Time maintenance was effective	✓				
Use of English Language					
	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**
a. The teacher speaks in the target language in the classroom appropriately and effectively			✓		
b. The teacher offers opportunities for native language use				✓	
c. The teacher uses familiar words related to what s/he is teaching in class		✓			
d. The instructor presents information about some very familiar topics using native language	✓				
Presentation skills of the Teacher					
	Completely	Mostly	Some what	Little bit	Not at all
a. Teacher's voice is enough audible for all the students.	✓				
b. Teacher's pronunciation is clear enough to understand.	✓				
c. Teacher is able to keep pace while giving lecture		✓			
d. The teacher gives adequate pauses while giving lecture.	✓				
Teaching Materials (Teacher designed / Supplementary)					
	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**
a. Material fulfills the objective of the lessons provided.	✓				
b. Materials includes lessons which are interesting and can motivate the learner	✓				
c. Materials are used effectively and efficiently		✓			
Treatment of Feedback					
	Completely	**Mostly**	**Some what**	**Little bit**	**Not at all**

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a. Teacher provided effective feedback to each activity	✓				
b. Teacher provided feedback after the activity is finished	✓				
c. Teacher provided feedback individually	✓				
d. Teacher gave feedback to the whole class	✓				

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Appendix – 2

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Lesson Plan

Conductor: Md:Al-Mamun
Name of Institution: Daffodil International university
Level: Tertiary level.
Date: 04-12-2020
Topic: Linking words
Duration: 50 minutes
Objectives 1. After the class they will be introduced with the linking words as well as the Usage of linking words. 2. This lesion will helps the learners to make appropriate sentence by using linking words. 3. It will help them to get good marks in IELTS written part.
Materials 1. Doc file 2. PPT file

Procedures	**Activity**	**Time**
Warm-up Session	Learners will have a short introductory session with teacher before starting the class.	5-10 minutes
Introduction	After the introductory session, teacher will explain some basic ideas regarding the linking words.	5-10 minutes

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Stage 1	In this stage teacher will show some elements related to class topic, Which are very essential to learn the usage of linking words.	5-10 minutes
Stage 2	In The 2rd stage learners will learn to change direct narration into indirect narration of all kinds of sentences. They will also be asked to make some changes of narration by the teacher.	10 minutes
Follow up session	Teacher will ask the learners to express their individual opinions regarding the class and students will be free to ask any question related to the class topic.	10 minutes
Lesson evaluation	Review the whole topic.	15 minutes

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Appendix – 3

Photographs

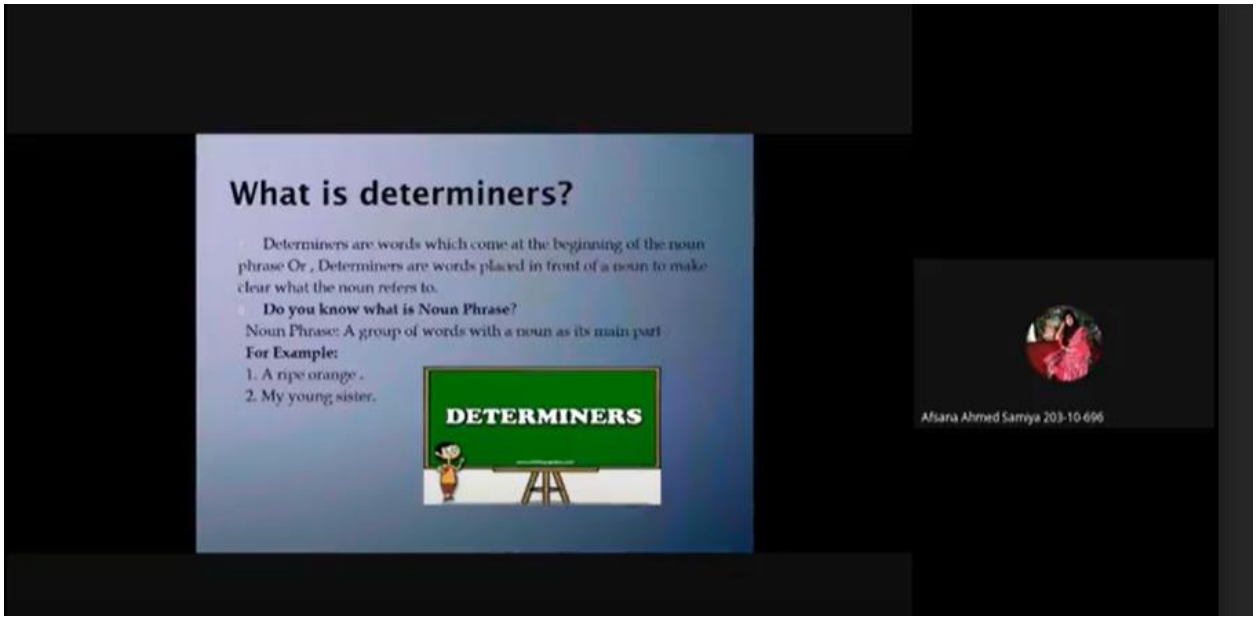

Figure 01: Observation of Class No. 01

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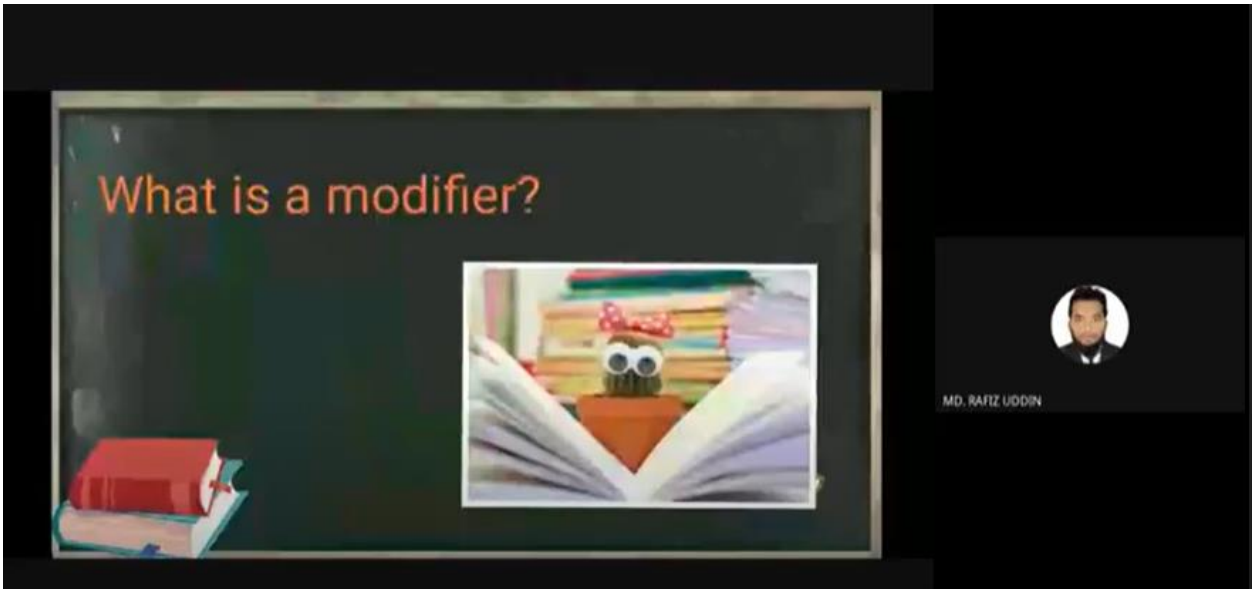

Figure 02: Observation of Class No. 02

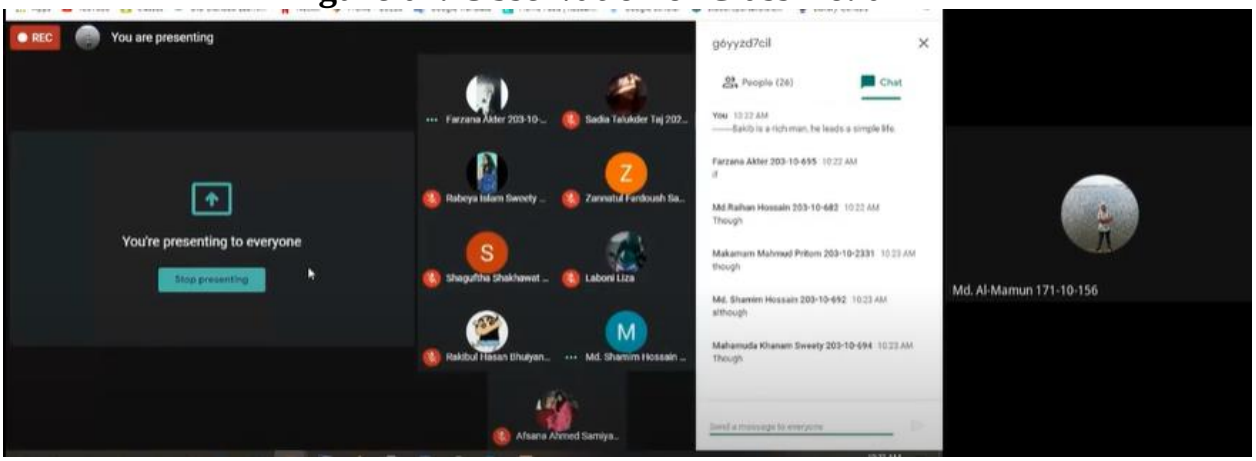

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Figure 3: Teaching Class

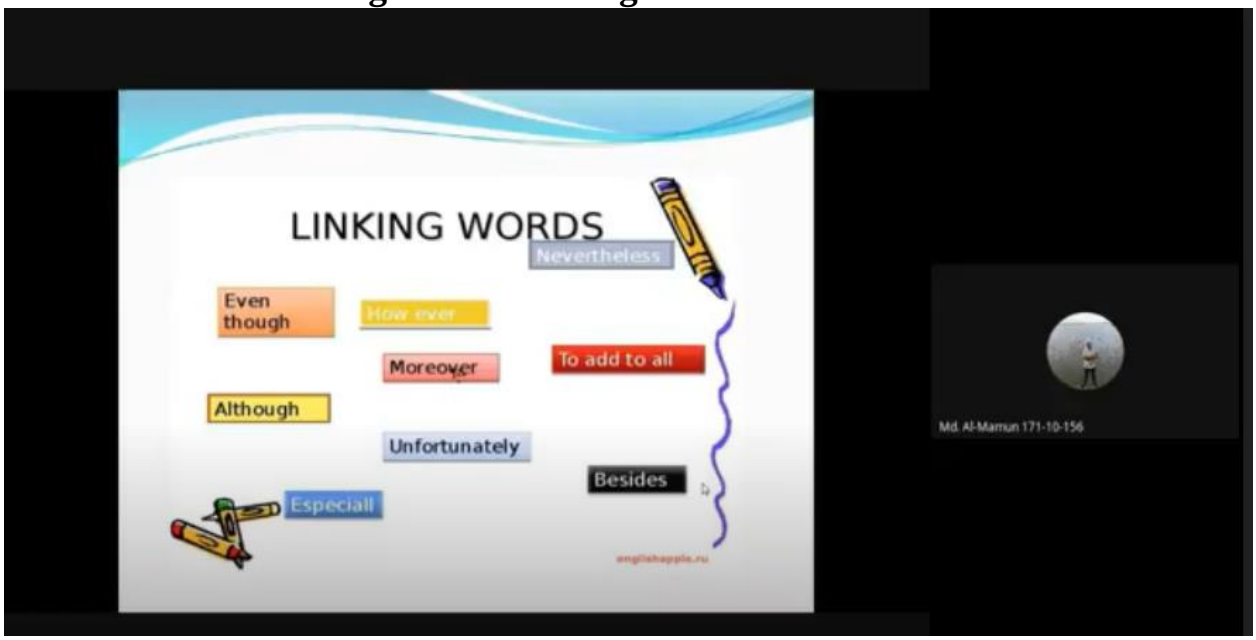

Figure 4: Teaching Class

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