



Daffodil
International
University

Internship Report on



as an Assistant Director

Supervised by:

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Assistant Professor

Department of Journalism and Mass Communication

Faculty of Humanities and Social Science

Daffodil International University

Prepared by:

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Batch: 29th

Date of Submission: 24 December 2020

Preface

This report is all about my internship period as a assistant director at Fullscreen films. It consists of my experience, observations and all the things I have learned during this period. It have the information about the organization, its structure and the people behind it. It also have information about the my industrial supervisor, activities as a assistant director, 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 Fullscreen films describing the strengths and weaknesses with also the threats and opportunities it has.

Letter of Transmittal

24 December, 2020

Dr. Towfique E Elahi

Assistant Professor

Department of Journalism and Mass Communication

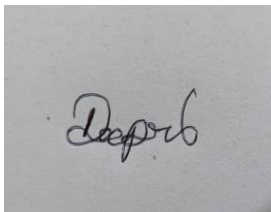
Daffodil International University.

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 Fullscreen films. It was a great opportunity for me to acquire knowledge and experience in this organization. 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.



Md. Nur A Alam Deepto

ID: 163-24-582

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 Time's Innovation prepared by Md. Nur A Alam Deepto bearing ID:163-24-582 of the Department of Journalism and Mass Communication has been approved for presentation and defense. Under my supervision Md. Nur A Alam Deepto works with Fullscreen Films as an intern. He has completed the work during the spring 2020.

I am pleased to certify that the dates, the findings presented in the report are the automatic work of Md. Nur A Alam Deepto.

Md. Nur A Alam Deepto 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

Dr. Towfique E Elahi

Assistant Professor

Department of Journalism and Mass Communication

Daffodil International University



24 NOVEMBER,2020

TO WHOM IT MAY CONCERN

This is to certify that **Nur A Alam Deepto** (Student Id: 163-24-582), Department of Journalism and Mass Communication of Daffodil International University has completed his internship successfully at FullScreen Films.

He Worked here from 15th September 2020 to 23rd november 2020.He was assigned in as an Assistant Director Learn overall skill and gain knowledge.The feedbacks receive from his colleague and other staffs are very positive about his activities .he was on time and always shown keen interest to learn.During production time he plays a great role as an assistant director.His attitude towards work was lauded by all in the office.


24.11.2020


Iftekhar Ahmed Oshin
Director
FullScreen Films
Contact : 01684077832
Mail : oshin.fullscreen@gmail.com

53/55(LEVEL 6), ROAD 3, BLOCK B, NIKETAN, GULSHAN-1, DHAKA-1212



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 Dr. Towfique E 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 Fullscreen Films, giving me this opportunity for internship at their organization. Everything I have done in this period helped me acquire a lot of experience and knowledge which have made me skilled in practical works. I will also thank Iftakhar Ahmed Oshin, Executive producer of Times innovation, under who's right instructions I have learned many important skills needed for the practical work.

Md. Nur A Alam Deepto

ID:-163-24-582

Department of Journalism and Mass communication

Faculty of Humanities and Social Science

Daffodil International University

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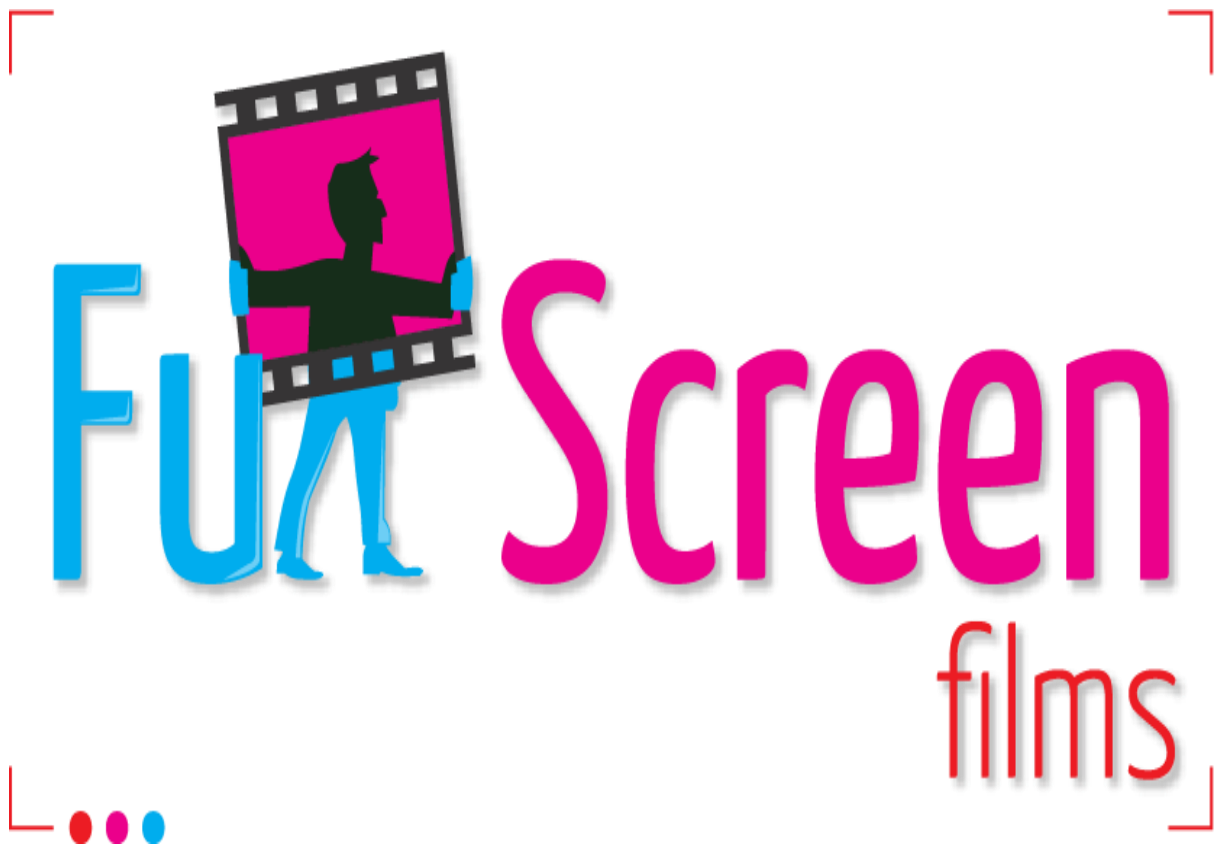
CHAPTER ONE

INTRODUCTION

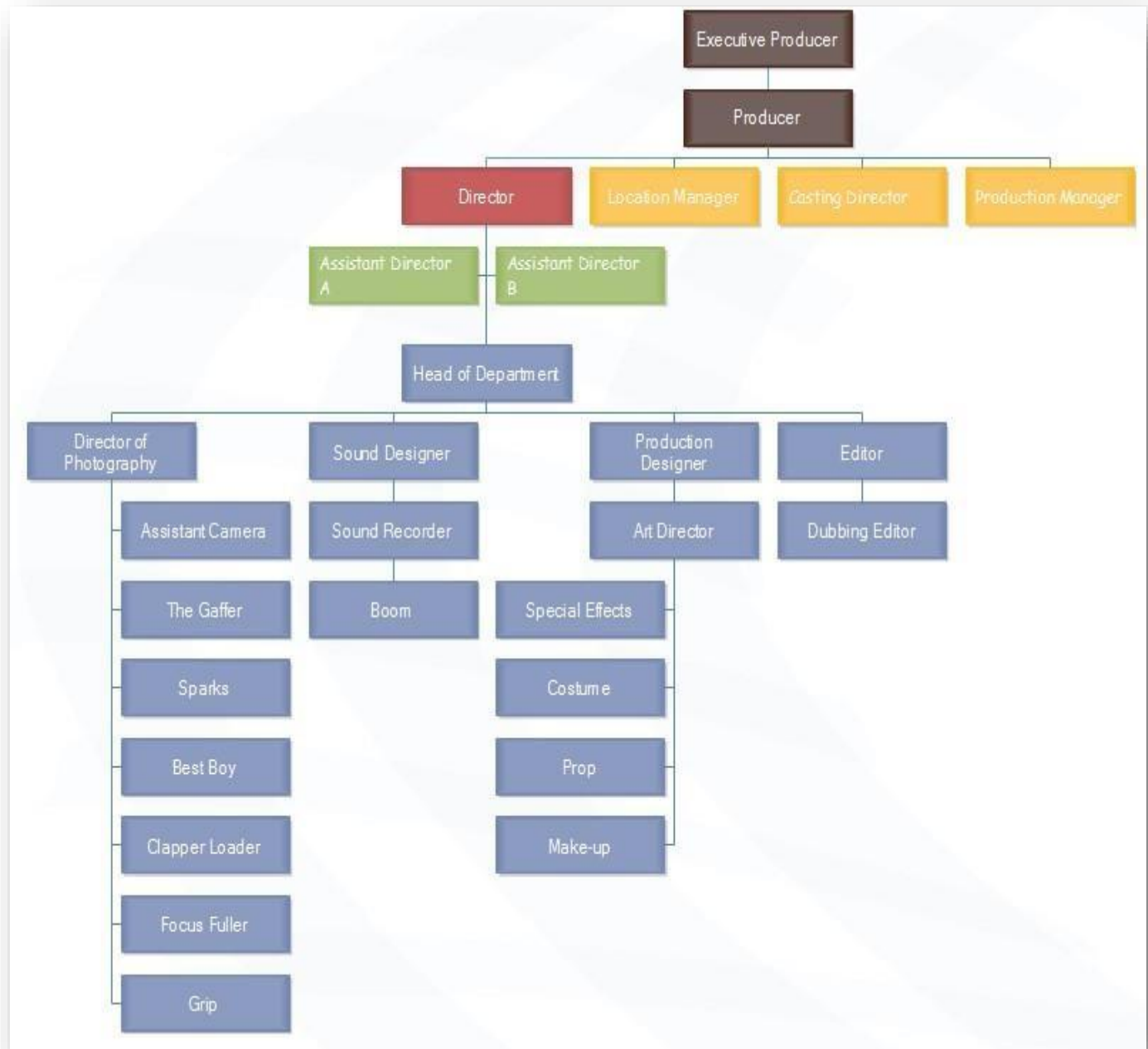
1.1 About of Fullscreen films

Fullscreen Films is a Film Production company specialized in making Television Commercials, Fictions and Documentaries. It started there journey in 2014. In this priode they did lots of Drama, OVC, TVC. Fullscreen Films is a Film Production company specialized in making Television Commercials, Fictions and Documentaries. It located at Niketan,Dhaka House 145, Road 3 Block A.

1.2 Logo of Fullscreen Films



1.3 Organogram of Fullscreen Films



1.4 What is internship

A internship is a employer to giving potential new employee to the opportunity work for the certain period and time.

Joining as intern, a fresher gether a knowledge of industry the workplace, and get opportunity to learn variety jobs to build necessary networks that take him/her to the next stage to his or her career.

1.5 Background of my internship

I do an internship after finish my graduation. I want built my career as a famous director that's why I decided to intern in Fullscreen Films. During this internship period I work hard. I grow my skills I erudite lot of things from this organization.

My Supervisor was Ifteker Ahmed Oshin. He was so good person. The teach me a lot in this proffesion. He help me to understand what is the work of direction. His Behave was good. I lean A lot from him.

1.6 About my professional Supervisor

The person's name of my proficient supervisor was **Ifteker Ahmed Oshin**. He is Director of fullscreen films. He always helped and support me when I needed assist something.

He produces many TVC, Short film, OVC, Drama and Fiction Such as Parashut tvc, Likie ovc, Ashian paints ovc, Tumijitso, Apex Glaze etc.



1.7 Duration of internship

I completed my internship by Three months. I was beginning my internship from 15 September, 2020 to 23 November, 2020.

CHAPTER TWO

ACTIVITIES DURING MY INTERNSHIP

2.1 Work place log

Week	Date	Working hour
1st	15- 21 September	40
2nd	22-28 September	45
3rd	29 September-05 October	40
4th	06-12 October	38
5th	13-19 October	40
6th	20-26 October	38
7th	27 October – 02 November	32
8th	03- 09 November	25
9th	10-16 November	27
10th	17-23 November	30

2.2 List of weekly activities

First Week (15th September – 21th September, 2020)

- Talk with my superintendent Iftekher Ahmed Oshin.
- Communicate to worker of Fullscreen Films.
- Get idea about pre-production.
- Monitoring action to Writers.
- Instructed to the power financing.
- Learn Media House Policy.
- Gether idea about rearranging a program.
- Get instruct how to work.
- Monitor about post-production.
- Introduce with other staffs.

Second Week (22th September – 28th September, 2020)

- Meet with camera light setup.
- Learn how to submit Budget.
- Learned how to write and how to offer proposal.
- Learn how to funding budget.
- Learn how to fix money.
- About organize finance for the productions.
- How to Maintaining connection to the Actors.
- Operating Camera
- Gether knowledge what is Screenplay.

Third Week (29th September – 05th October, 2020)

- Plan for a production
- Going with director to introduce with producer.
- Working under director as assistant.



- Work with Asian Paints | Apex Glaze direction by Iftekar ahmed oshin.
- Work as a assistant director in this production.
- Visit shooting of Asian Paints.
- Contract with Actors



Forth Week (06th October – 12rdOctober, 2020)

- Gether knowledge hoe to make different types of forming
- Maintain conversation eith Production and Director
- Make sure conformance creation and broadcast values.
- Visiting the shooting spot
- Contract with artist
- Plan and do coordinate with the production
- Learn to Determine through to the content
- Watching Screen play of a production



Fifth Week (13th October, – 1st October, 2020)

- Develop plans for complete productions
- Meeting with editor
- Contract for promotional perception
- Visit Editing panel
- Harmonize for production of the music recording
- Re editing the fottage
- Make sure the good production
- Contract with the broadcast channel
- Make sure the contract



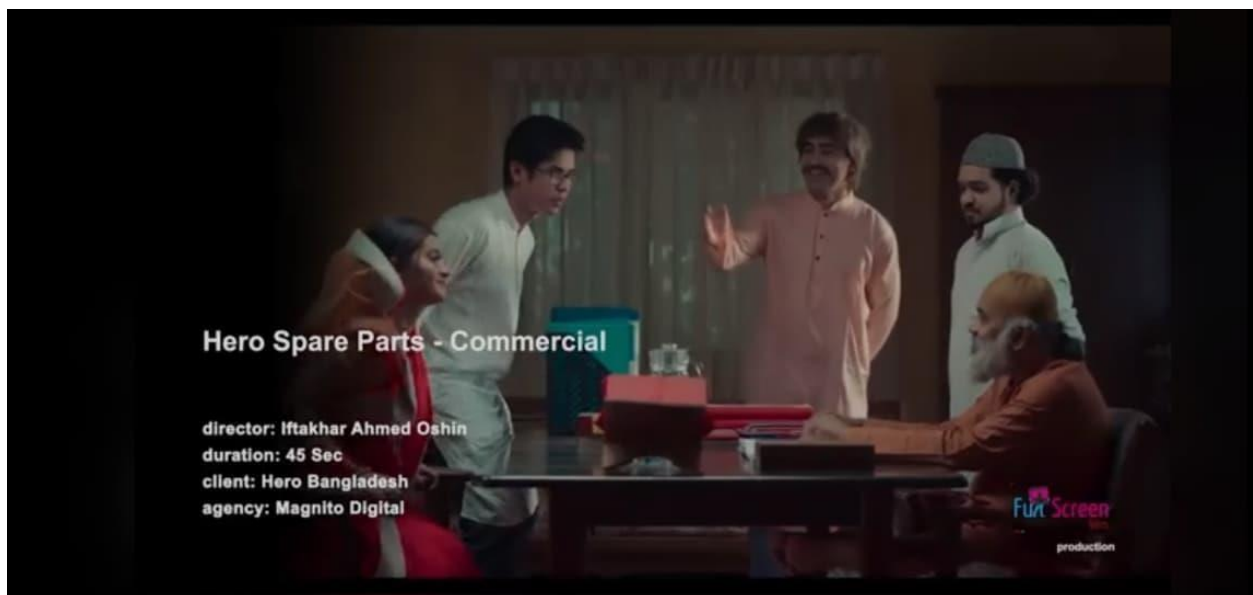
Sixth Week (20th Octobar – 26th Octobar, 2020)

- Ability to manage and ability produce to different way
- Makeing sure about budget.
- Planing and co ordinent to do production
- Work with other drictor.
- Contact with Cast member
- Discuss about the Story written by
- Select actor for the different character
- Arrange props for the Production
- Given a production “Hero Bangladesh”



Seventh Week (27th October – 2th November, 2020)

- Promotion plan for complete the products
- Make sure for good production
- Contract with promotional team
- Harmonize the production for music recoding
- Contract with SATV
- Launched the TVC successfully in SATV



Eighth Week (03th November, – 09th November, 2020)

- Planning for making a new production .
- Visiting shooting house for new production.

Ninth Week (10st November – 16th November, 2020)

- Make a another production “ Likee Girls - Live Talk Show”
- Discuss about Budget with producer
- Arrange props for the Production
- Work with the music Director
- Select actor for the different character
- Work for Production team
- Help staff for complete the production



Tenth Week (17th November – 23th November, 2020)

- Re-edit of production
- Make sure standard about production
- Working with promotional team
- Succesfully launch the promo on social media
- Finalize and monitor the production



CHAPTER THREE

LEARNING AND EXPERIENCE

3.1 Knowledge I've gathered

During this internship I assist three TVC and One TV Live Show which brings me lot of experience. It became great achievement to me in this time.

Though the interning at Fullscreen Films I've gather so many knowledge. This experience is specified underneath:

- Visiting to different kinds of production house
- learn to operate many kinds of digital devices
- Gether knowledge about different type of screenplay
- Many useful information from my supervisor
- Learned about the pre production
- Learned about production
- Uses modern technology
- Learned how to write edit scripts
- Learn how about offer and proposal with the house policy
- Increased visualization
- Expand practical understanding
- Managing activities
- Learn about re-edit Budgets
- Gether ideas from the premolars activities
- Organize financial support for a production

3.2: Tools and Technologies Used

I used many kinds of gear and technologies during the internship time. Gadgets names are write down below:

- Dslr Camera
- Video production Monitor
- Recorder
- Mobile Phone
- Digital Camera
- Camera light
- Mount Rig
- Gimble
- Boom pole
- Lavalier
- Tripod
- Headphone
- Light Reflector

3.3 Special experience

I direction “Likee Girls - Live Talk Show” as a assistant director during internship period at fullscreen films. This tv show produce by likee. I get so many thinks to learn by doing this talk show. It brings a huge comprehension. It was great achievement for me during this intern time.



CHAPTER FOUR

EVALUATION OF LEARNING

4.1 Academic Learning and Practical Work

Some of the work called skill based and some are practice leaning. Theoretical knowledge and skill- based subjects needs to supported practice. Like teaching and engineering are skill based. These subjects and practical knowledge is important than theoretical knowledge. This Practical knowledge includes experiments. Study tour, projects, assignments etc are include there.

- Theoretical knowledge is called academic learning.
- Academic learning is book based but practical work are different.
- Practical work help self-learning.
- Practice makes perfection.

4.2 Expectation and Experience

I expect to know official behavior, to gather practical experience for reporting, and know about the tools which is used for Journalism, to gain practical knowledge about field reporting.

I would like to thanks my professional supervisor iftakhar ahmed oshin who help me gain knowledge. He teach me how to explore on this field. He makes me innovative in the period of my internship. The Staffs of Fullscreen Films they are very welcoming and supportive. I have worked with so many big projects which is big opportunity for me. Where I face problem they help me a lot. I have learned many thing from here.

4.3 Skills Developed

After finishing my internship I have get some skills. They are shown below:

- Gether knowledge about production.
- learn many convenient knowledge.
- Learn about different types of screenplays.
- Developed direction skill.
- Know about about Pre production.
- Learn about post production.
- Learnt how to operate different types of digital device.
- Improve in modern technology.
- Gathered knowledge about visualization.
- Gather knowledge about submit budget.
- Gather knowldege how to manage production house.
- Know how to manage casting for production.
- Learn knowledge about production house policy.
- Developed communication skills.
- Learn how to writing script.

4.4 Experience and Future Career

Completing my internship I achieve many experience.

They are given below:

- know how to operate digital device.
- Improve modern technology.
- Gether knowledge about props.
- Visit other house to know more.
- Develop communication.
- Learn about visualization.
- Developed communication with others directors.
- Improved IT skill
- Developed own confidence
- know how to manage music production.
- Managing outdoot shooting place.
- Know manage casting production.
- knowledge of production house policy.

- Develop producing skill.
- Develop script writing.
- Gathered knowledge as regards of visualization.
- Learned about submit and edit budget.
- Learned about manage production house.
- Learned about Pre Production.
- Learned about Post production.
- Gether knowledge about new technologies.
- Connection with other directors.
- Learn about editing sound.
- Communication with the actors

CHAPTER FIVE

CONCLUSION

5.1 SWOT analysis

Strengths:

- They have lot of digital devices
- They have Customer Satisfaction
- They have skilled team
- They have youtube channel
- They have a developed website
- They have Facebook Page

Weaknesses:

- Lack of vehicles
- Lack of staff
- Bad situation washroom
- Office have no canteen

Opportunities:

- They have Increase transport
- Should renovate the office

Threats:

- Political pressure
- Their Facebook page can hacked any time

5.2 Recommendation

During the ten weeks of my internship there are some recommendations:

- Improve their digital devices
- Appoint more skilled employee
- Improve digital devices
- Can bild better cyber for security
- Develop their washroom situation
- Improve their vehicles
- Create instargram account

5.3 Conclusion

Finally, I like to convey my appreciation for my university teachers, educational and executive supervisors also family members of mine for their kindness, It was not so easy for me without their reception. This internship help me to expand knowledge and skill also practical learning. My educational supervisor Dr. Towfique E Elahi sir gave guidance to complete my internship.

I wanted to thanks Fullscreen Films establishment for give me chance to do intern in their organization. I also express thanks to my executive supervisor Iftakhar Ahmed Oshin.

References

1. www.daffodilvarsity.edu.bd
2. www.fullscreenfilms.com

Annex



SEPTEX Antiseptic Bar - Commercial

Director's Cut

director: Tarek Mahmud Shumon

duration: 1 Min 35 Sec

client: ACI Limited

agency: Aslatic Digital

Fun Screen
production



