



Internship Report on:
Class Observations and Teaching Experience of English Classrooms
at
Hazi Motaleb Shikder Ideal School

Submitted by:

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Id: 191-10-382

Batch: 13TH Batch

Section: PC-B

Semester: Fall-2022

Department of English

Faculty of Humanities and Social Science

Under the Supervision of

Ms. Mahinur Akther

Lecturer, Department of English

Faculty of Humanities and Social Science

This Internship Report is submitted to the Department of English, Daffodil International University, for the Partial Fulfillment of the Degree of Bachelor of Arts in English.

Declaration

I, Md. Istiak Ahmed Khan, Id: 191-10-382 hereby declare that this Internship Report submitted to Daffodil International University's Department of English is a genuine effort to complete the course "Project Paper with Internship" (Course Code: ENG-431) in the B.A. (Hons.) in English program. I have completed this project under the supervision of Ms Mahinur Akther; titled "Class Observations and Teaching Experience of English Classrooms at Hazi Motaleb Shikder Ideal School". I summarized my observation and teaching experience of my 3 months internship in this report. I can also assure that this project paper has never been submitted in any University, Institution or Publications for any reward or certificate.



.....
Md. Istiak Ahmed Khan

B.A. (Hons.) in English

Id: 191-10-382

Batch: 13th batch, PC-B

Department of English, Faculty of Humanities and Social Science

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Certificate

This is to certify that Md. Istiak Ahmed Khan, Id: 191-10-382 is a student of English Department of Daffodil International University. He has completed his project paper under my supervision in the Fall semester of 2022. The title of the project is “Class Observations and Teaching Experience of English Classrooms at Hazi Motaleb Shikder Ideal School”. He has worked very sincerely and with dedication to complete this project. All necessary information and findings presented in the project paper are original.

I wish him a successful career in future.



.....
Supervised by

Ms. Mahinur Akther

Lecturer

Department of English

Daffodil International University

Acknowledgement

I would like to thank Almighty Allah for his grace and then everyone who has helped me to complete my project paper. I would like to thank our English Department Head Ms Liza Sharmin mam for giving me the permission to do the internship. I would like to thank my supervisor Ms Mahinur Akther, Lecturer, Daffodil International University who provided me all sorts of guidance and valuable advice to complete this project. I would like to thank all academic members of English Department, Daffodil International University. I would also love to thank the principal of Hazi Motaleb Shikder Ideal School for giving the opportunity to do my internship in their school. He has helped me very much when I was working in his school.

Abstract

The main aim of this project paper is to present the current scenario of English language teaching in the schools of Bangladesh. The purpose of this project paper is to conduct the class and also observe how the teachers are teaching the English language in the classroom. This paper also focuses on the method of teaching, style of learning, evaluation, feedback and the materials while teaching the students. The goal of this project was to sort out the best method for teaching and the best way to take an effective class. As a part of the project, I went to Hazi Motaleb Shikder Ideal School and observed the class to create class observation report. Some recommendations have been given based on the observations and findings from the observed classes to develop their English language teaching methods.

[Keywords: language, develop, method, observe, purpose, teaching method]

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Chapter -I

Introduction

This report is a description of my three months internship in a school to complete the course “Project Paper with Internship”. The purpose of this report is to show the present scenario of English language teaching in the schools of Bangladesh. This report contains my activities and observation in a school which will help me to achieve a number of my targeted goals. In the following chapter of this report I have described about the institution, my activities, class observation reports, teaching experiences, suggestions, recommendations, conclusion etc. To complete the objectives of my internship, I went to Hazi Motaleb Shikder Ideal School located in Dhamrai to conduct and observe the classes of English language teaching. I worked there from 18th August, 2022 to 18th November, 2022. I have observed and conducted the classes of 6 and 8. Learning English is very much important for everyone. What I observed is that the students are learning English from the very beginning of their student life. Their result in English is not satisfactory. Through this report I observed the classes and tried to highlight the things which can be improved to enhance the English language teaching and learning.

Chapter-II

Objectives

Usually a project objective means the things we want to do or want to complete. This paper tries to describe the teaching process, students understanding and the complications that Bangladeshi schools face while teaching English in their classrooms. The objectives of the internship are:

1. To show the present scenario of English language teaching in a Bangladeshi school
2. To observe the techniques and methods used in the classrooms
3. To know how teachers are creating good relationship with students
4. To evaluate the understanding level of the students
5. To discover the percentage of students who are attentive and regular
6. To observe the problem solving process of the teachers in English language teaching class
7. To conduct class and apply proper methods and techniques

Chapter-III

Methodology

I choose Hazi Motaleb Shikder Ideal School for this internship. It is a reputed school in Dhamrai. I have chosen the school to conduct and observe the classes. I took the class with the students of class 6 and 8. The duration of the project was three months. The Principal and all the teachers helped me with all the information which was required for the project. I created a checklist for the observation. The observation was on the lesson plan, teaching techniques, class management, language, presentation skill, teaching materials, feedback of the students etc. The duration of each class was 45 minutes.

Chapter-IV

Institution Details

Hazi Motaleb Shikder Ideal School is a well-known school located in Dhamrai. The school was established in 2013 and Mr. Maruf Shikder was the founder of the school. Mr. Mehedy Hasan is the principal of the school. The total number of students at the school is 200 and the total number of teachers is 15. The school is progressing day by day and many students have achieved brilliant result from this school. The school has many employees who keep the school neat and tidy. Throughout the year a variety of activities are held such as a rally, cultural celebrations, and sports competition. The facilities of playground, canteen and cultural club are also available at the school.

Chapter-V

Class Observation Report

In my internship period before conducting class I have observed two English classes at Hazi Motaleb Shikder Ideal School. My observed classes were:

Class-6	Class-8
Date: 21/08/2022	Date: 22/08/2022
Class time: 10:00-10:45	Class time: 1:00-1:45
Topic: Voice	Topic: Basic rules of paragraph writing
Subject teacher: Mr. Syed Rabbi Uz Zaman	Subject teacher: Md. Monjurul Islam

Class Observation -1

My first observed class was of 6 on 21st August, 2022. The class was taken by Mr. Syed Rabbi Uz Zaman, Assistant teacher. He is an English teacher of Hazi Motaleb Shikder Ideal School. The topic of the class was voice. I reached the class before the teacher has arrived. The class started at 10:00 am. The teacher came at the right time. When the teacher entered the classroom, the student stood up and greeted the teacher. After that, the teacher introduced me with the students and I sat in a bench to observe the class. The teacher described the rules of voice with examples. He described each and every point of voice to the students. Though it was a difficult topic but the teacher described very nicely to the students and the students also responded positively. After describing the rules he encouraged the students to ask questions if they had any problem with the lesson that was taught. Many students asked questions and the teacher solved them very nicely. After that he gave them exercise on that topic to do and the performance of the students was very good. Before concluding the lesson the teacher gave them some homework. The teacher took the class in English but sometimes he used Bengali for the better understanding of the students. The teacher used GT method to teach his students. The teacher involved all the students in the activity of the class. The bell rang and the class ended at 10:45 am.

Class observation -2

My second observed class was of class 8 on 22nd August, 2022. The class was taken by Mr Monjurul Islam, Assistant teacher. He is an English teacher of Hazi Motaleb Shikder Ideal School. The topic of the class was descriptive paragraph writing. I reached the class before the teacher has arrived. The class started at 1pm. The teacher came at the right time. When the teacher entered the classroom, the student stood up and greeted the teacher. After that, the teacher introduced me with everyone and I sat in a bench to observe the class. Then the teacher asked the students some questions on the lesson which was taught in the previous class. The students were able to answer them nicely. Then he told the students that today he is going to describe the writing part especially on the descriptive paragraph writing. First of all he described basic rules of paragraph writing. He described how to write a paragraph in a proper way, what sort of content must have to be there, the structure and what sort of questions should be answered in a paragraph. Then he told the students to write a paragraph on “My Favorite Teacher”. After they had finished he told them to show their work to him. The teacher made the corrections and showed his students what mistakes they had done. Before concluding the class the teacher gave them a paragraph to practice at home and show their homework in the next class. The teacher was very cooperative with the students and makes the class very enjoyable. The teacher took the class in English but sometimes he used Bengali for the better understanding of the students. The teacher used GT method to teach his students. The class ended at 1:45 pm.

Chapter-VI

Teaching Experience

Class No-1

Date: 23/08/2022

Class: 8

Presence of students: 25

Response of students: 90%

Topic: Degree

Conductor: Md. Istiak Ahmed Khan		
Name of Institution: Hazi Motaleb Shikder Ideal School		
Class: 8		
Topic: Degrees of English		
Duration: 45 minutes		
Objectives: 1) They will be introduced with degree and rules of degree.		
2) This lesson will help them to apply the proper use of degree.		
Materials:		
1. Advanced Learner English Grammar book		
2. Blackboard		
Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes
Learning session	Teacher will describe the rules of degree briefly with proper examples. The teacher will also describe the use of degree in sentence.	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

I was very much nervous and excited at the same time through it is my first experience in teaching profession. After getting into the classroom I introduced myself to the students. I tried to make the class as enjoyable as possible so that the students would feel more comfortable which will enhance their learning. Though I was taking English class I always tried to maintain English environment but sometimes for better understanding of the students I also used Bengali. In this class I discussed about Degree and the basic rules of degree. After describing all the rules, I also used examples for their better understanding. Sometimes I also tried to make fun in the midst of learning so that the students would not get bored. After finishing my discussion I gave them opportunity to ask me if they have any question. Some students asked questions and I tried to solve them nicely. After that I gave them some work on the lesson and everyone solved them very nicely. The student response was very good which was out of my expectation. I always to maintain English environment in my classroom but sometimes I used Bengali for the sake of the students. I have used GT (Grammar Translation) method in my classroom.

Class No-2

Date: 24/08/2022

Class: 6

Presence of students: 19

Response of students: 82%

Topic: Paragraph writing

Conductor: Md. Istiak Ahmed Khan		
Name of Institution: Hazi Motaleb Shikder Ideal School		
Class: 6		
Topic: Descriptive paragraph writing		
Duration: 45 minutes		
Objectives: 1) They will be introduced with the rules and format of paragraph		
2) This lesson will help them to write paragraph properly and get good marks		
Materials: 1. Blackboard 2. Textbook		
Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes
Learning session	Teacher will describe the rules of descriptive paragraph, what sort of content must have to be there, the structure and what sort of questions should be answered in a paragraph. After that Teacher will pick a paragraph to practice in the class practically	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

I took the second class in class 6. After getting into the classroom I introduced myself with the students. In the second class I was not feeling so much nervous. I was becoming comfortable in teaching. After becoming friendly with my students I started the discussion. My class topic was descriptive paragraph writing. I talked about the rules of writing a paragraph, what sort of content must have to be there, the structure and what sort of questions should be answered in a paragraph. After I discussed about paragraph writing I told them to open English book and see some paragraph. . After finishing my discussion I gave them opportunity to ask me if they have any question. I tried to solve all their questions. After that I told them to write a paragraph on “My Home District”. All the students did the work and showed me their works. I observed many of them have spelling and grammatical mistakes. I showed them their mistakes and told them to practice at home more and more. Before concluding the class I gave homework to write a paragraph on “My father” and told to bring the homework in the next class. I tried to make the class enjoyable so that the students would feel more comfortable which will enhance their learning. I have used both Bengali and English language in my lecture for the better understanding of my students. I have used GT (Grammar Translation) method in my class.

Class No-3

Date: 28/08/2022

Class: 8

Presence of students: 23

Response of students: 85%

Topic: Present Tense

Conductor: Md. Istiak Ahmed Khan		
Name of Institution: Hazi Motaleb Shikder Ideal School		
Class: 8		
Topic: Present Tense of English		
Duration: 45 minutes		
Objectives: 1) They will be introduced with the rules and types of present tense with example.		
2) This lesson will help them to apply the proper use of present tense.		
Materials:		
1. Advanced Learner English Grammar book		
2. Blackboard		
Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes

Learning session	Teacher will describe present tense, its types and rules briefly with proper examples. The teacher will also describe the use of present tense in sentence.	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

I took third class in class 8. After getting into the classroom the student stood up and greeted me. I was not feeling very nervous because I became friendly with them in the first class. I was becoming comfortable day by day. My class topic was Present tense of English. When I started to deliver lecture on present tense I told everyone to keep the text book open and look at the topic. At first I described the definition of present tense. Then I discussed the types with definition. I have also used examples in every type for their better understanding. After that I discussed the rules of present tense briefly and the rules of using them in a sentence. After my discussion I told them to open English book and study the class lesson from the book for some time. After finishing my discussion I also gave them opportunity to ask me if they have any question. I tried to solve all their questions. After the question session I reviewed the lesson shortly. Before concluding the class I told them that I will give them some exercise to do on present tense in the next class. I tried to make the class enjoyable so that the students would feel more comfortable which will enhance their learning. I have used GT (Grammar Translation) method in my classroom.

Class No-4

Date: 29/08/2022

Class: 6

Presence of students: 20

Response of students: 89%

Topic: Punctuation

Conductor: Md. Istiak Ahmed Khan
Name of Institution: Hazi Motaleb Shikder Ideal School
Class: 6
Topic: Punctuation
Duration: 45 minutes
Objectives: 1) They will be introduced with the punctuation mark.
2) This lesson will help them to apply the proper use of punctuation.
Materials:
1. Advanced Learner English Grammar book
2. Blackboard

Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes

Learning session	Teacher will describe about the punctuation signs and the proper use of it in a sentence.	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

I took forth class in class 6. After getting into the classroom the student stood up and greeted me. I told them that today I am going to talk about punctuation marks. The proper use of punctuation marks is very much important in a sentence. Before delivering lecture I asked my students to tell the name of some punctuation marks. The response of the students was very good. After that I start to give my lecture and give them a clear idea about all the punctuation marks on the blackboard. I also taught them about the proper use of it in a sentence. For that I wrote a short story on the blackboard without using punctuation marks. After that I used punctuation marks in that story and described the reason of using the punctuation marks. After the discussion to ask me if they have any question. I tried to solve all their questions. After the question session I reviewed the lesson shortly. After that I gave an exercise to do on punctuation marks. The student did the work. I tried to check most of their work. I try to give my best to my students and make the class more interesting. The feedback of the student was satisfactory. I have used English as my medium of instruction but sometimes I have used Bengali for their better understanding.

Class No-5

Date: 31/08/2022

Class: 8

Presence of students: 25

Response of students: 82%

Topic: Past tense

Conductor: Md. Istiak Ahmed Khan		
Name of Institution: Hazi Motaleb Shikder Ideal School		
Class: 8		
Topic: Past Tense of English		
Duration: 45 minutes		
Objectives: 1) They will be introduced with the rules and types of past tense with example.		
2) This lesson will help them to apply the proper use of past tense.		
Materials:		
1. Advanced Learner English Grammar book		
2. Blackboard		
Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes

Learning session	Teacher will describe past tense, its types and rules briefly with proper examples. The teacher will also describe the use of past tense in sentence.	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

I took fifth class in class 8. After getting into the classroom the student stood up and greeted me. Before starting today class lesson I gave them some exercise to do on the previous class lesson as I said. Their performance was good. After that I told them that about today's class topic. My class topic was Past tense. When I started to deliver lecture on past tense I told everyone to keep the text book open and look at the topic. At first I described the definition of past tense. Then I discussed the types with definition. I have also used examples in every type for their better understanding. After that I discussed the rules of past tense briefly and the rules of using them in a sentence. After my discussion I told them to open English book and study the class lesson from the book for some time. After finishing my discussion I also gave them opportunity to ask me if they have any question. I tried to solve all their questions. After the question session I reviewed the lesson shortly. I always try to make the class enjoyable so that the students would feel more comfortable which will enhance their learning. I have used GT (Grammar Translation) method in my classroom. I have used English as my medium of instruction but sometimes I have used Bengali for their better understanding.

Chapter-VII

Findings

In this internship period in the school I have experienced many things. But along with my experience I have also observed many things. The Principal and all the teachers were cooperative and helpful. The school environment is suitable for learning and the students are also very attentive. But I think there are many things in learning process which should be changed. However, I am going to provide my thoughts on what I have discovered in general:

1. Teachers are always in rush to finish the syllabus but they do not focus on students understanding. During my class observation in class 6 and 8 I saw that the teachers only focuses on textbook and they are always in a rush to complete the syllabus on time. As a result many students do not understand the lesson properly.
2. Many students do not remain attentive when the teacher delivers lecture. In my class observation I have observed that the students do not remain fully attentive. They just simply listen but do not try to understand the lesson properly.
3. Teachers place less emphasis on listening and speaking abilities. During these three months I observed the teachers are not putting any kinds of emphasis on listening and speaking skills. I checked the syllabus but there is no mark on listening and speaking skills which is very much important in English language teaching.
4. Bengali is used as a medium of instruction in most of the English classes. During my class observation I saw that the teachers are using Bengali mostly in English classes.
5. Grammar Translation Method is used in the classrooms. Besides conducting class I went to every class when I used to get free time. I observed that GT method is mostly used by the teachers.
6. Many students do not participate in school activities. I observed some school activities in this short period. But I saw that many students are not willing to participate in them. They sit idly and gossip with each other.
7. There is no library in the school. I missed the library very much. Library is important for the better knowledge of the students. The school is taking necessary steps to open a library.
8. Many students do not maintain their dress code properly. During assembly and in classroom I saw that many students are not coming to school with proper dress up.

Limitations

1. There is lack of sufficient qualified teacher. I checked the educational qualification of the teachers and found that most of them are not enough qualified.
2. The classrooms are not enough spacious. When I was conducting classes I faced many problems in performing different activity in the classroom.
3. There is lack of current technology. The school is not using the current technologies. The use of technology can make the learning more effective. During conducting class I feel the importance of slide and projector.
4. There is not sufficient medium of entertainment in the school. The school has a playground but there is no arrangement of indoor games. Entertainment is also very important beside study.
5. There is lack of food in the school canteen. Students are not getting proper Tiffin from the canteen. As a result they remain hungry and cannot concentrate on their studies.

Chapter-VIII

Recommendations

The school is very much pleasant. Everyone attached to the institution are trying their best for the welfare of the school. They are trying best to make the students education more effective. I really had a very good experience in the school. But I have some suggestion which will help the school to do better. They are given below:

1. Teachers should focus on students' learning not on completing syllabus. During my class observation in class 6 and 8 I saw that the teachers are always in a rush to complete the syllabus on time.
2. Besides teaching, teachers should also make the learning enjoyable and make friendly atmosphere in the classroom. During my class observation I observed that the students are not enjoying the learning.
3. Teachers should ask random questions. In my observation class I saw that students are losing their attention from the lecture. Randomly asking question will make students more attentive.
4. Teachers should put emphasis on listening and speaking skills. I observed the teachers are not putting any kinds of emphasis on listening and speaking skills. I checked the syllabus but there is no mark on listening and speaking skills which is very much important in English language teaching.
5. Teachers should always try to maintain English environment in the classroom. During my class observation I saw that the teachers are using Bengali mostly in English classes.
6. The classrooms should be made enough spacious to perform different activity in the classroom. When I was conducting classes I faced many problems in performing different activity in the classroom.
7. Teacher should also encourage students in debate, reading newspaper, speaking, listening, and writing contests. I observed that the teachers are always conscious about study. But beside study they should also encourage students in other activities like debate, reading newspaper, speaking, listening, writing contests etc.
8. Library should be established. I talked to the Headmaster about the importance of library. Necessary steps are being taken to establish a library.

Chapter-IX

Conclusion

It was a very good experience for me. In these three months of teaching experience I learned many things. In this competitive world English language is very much important for us. But most of the students of our country are very poor in English language though they are learning English from the beginning of their student life. Proper steps should be taken to improve English language teaching and learning. This internship was a great opportunity for me to present the scenario of English Language teaching and learning. I have learned many things which will help me in my future life. I am very grateful to my university, my supervisor, teachers, and students for helping me to finish my internship.

References

1. Md. Mehedy Hasan

Headmaster

Hazi Motaleb Shikder Ideal School

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2. Mr. Syed Rabbi Uz Zaman

Assistant Teacher

Hazi Motaleb Shikder Ideal School

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Chapter-X

Appendices

- Appendix 1: Lesson plan
- Appendix 2: Certificate of Internship
- Appendix 3: Checklist for Class Observations
- Appendix 4: Photographs

Appendix 1

Lesson plan of class 1

Conductor: Md. Istiak Ahmed Khan
Name of Institution: Hazi Motaleb Shikder Ideal School
Class: 8
Topic: Degree of English
Duration: 45 minutes
Objectives: 1) They will be introduced with degree and rules of degree.
2) This lesson will help them to apply the proper use of degree.
Materials:
1. Advanced Learner English Grammar book
2. Blackboard

Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes

Learning session	Teacher will describe the rules of degree briefly with proper examples. The teacher will also describe the use of degree in sentence.	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly.	10 minutes

Lesson plan of class 2

Conductor: Md. Istiak Ahmed Khan
Name of Institution: Hazi Motaleb Shikder Ideal School
Class: 6
Topic: Paragraph writing
Duration: 45 minutes
Objectives: 1) They will be introduced with the rules and format of paragraph
2) This lesson will help them to write paragraph properly and get good marks
Materials:
1. Textbook
2. Blackboard


Procedures	Activity	Time
Warm-up Session	Students will have a short introduction before starting the class.	5 minutes
Introduction	Teacher will explain basic things about the class topic.	5 minutes

Learning session	Teacher will describe the rules of paragraph, what sort of content must have to be there, the structure and what sort of questions should be answered in a paragraph. After that Teacher will pick a paragraph to practice in the class practically	20 minutes
Question and answer session	Teacher will ask the learners to express their opinions and questions regarding the lesson. The teacher will listen to them and try to solve their problems.	5 minutes
Lesson evaluation	Teacher will review the total lesson of the class shortly and gave them a paragraph to practice at home.	10 minutes

Appendix 2

Certificate of Internship

বিসমিল্লাহির রাহমানির রাহিম

 **হাজী মোতালেব সিকদার আইডিয়াল স্কুল**
স্থাপিতঃ ২০১৩ইং
ছয়বাড়ীয়া রোড, তালতলা, ধামরাই, ঢাকা-১৩৫০।
মোবাইলঃ ০১৭৬৮০০৭৬১১, ০১৯১৫৩১৮৮০০

সূত্রঃ তারিখঃ.....

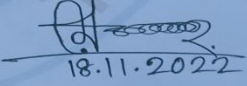
TO WHOM IT MAY CONCERN

This is to certify that, Md. Istiak Ahmed Khan, Id : 19-10-382, Department of English, Daffodil International University has successfully completed his internship period as an Assistant Teacher in my school from 18th August, 2022 to 18th November, 2022.

His performance was excellent and he was regular in his duties. During this period he maintained all rules and regulations of the school.

I wish him every success in life.

স্থাপিতঃ ২০১৩ইং


18.11.2022
Headmaster
মেহেদী হাসান
প্রধান শিক্ষক
হাজী মোতালেব সিকদার আইডিয়াল স্কুল
ছয়বাড়ীয়া, তালতলা, ধামরাই, ঢাকা।

Appendix-3

Checklist of the class Observation-1

Instructor Evaluated: Corresponding Teacher

Class: 6

Number of Students Present: 25

Date: 21-8-2022

Evaluator(s): Md. Istiak Ahmed Khan

Topic: Voice

Time: 10:00-10:45

Lesson Plan and Execution

	Completely	Mostly	Somewhat	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 conversation	✓				
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
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. The 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

	Completely	Mostly	Some what	Little bit	Not at all
a. Material fulfils the objective of the lessons provided.	✓				
b. Materials include 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.	✓				

Checklist of the class Observation-2

Instructor Evaluated: Corresponding Teacher

Class: 8

Number of Students Present: 22

Date: 22-8-2022

Evaluator(s): Md. Istiak Ahmed Khan

Topic: Paragraph writing

Time: 1:00-1:45

Lesson Plan and Execution

	Completely	Mostly	Somewhat	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 perio			✓		
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 conversation	✓				
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
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. The 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

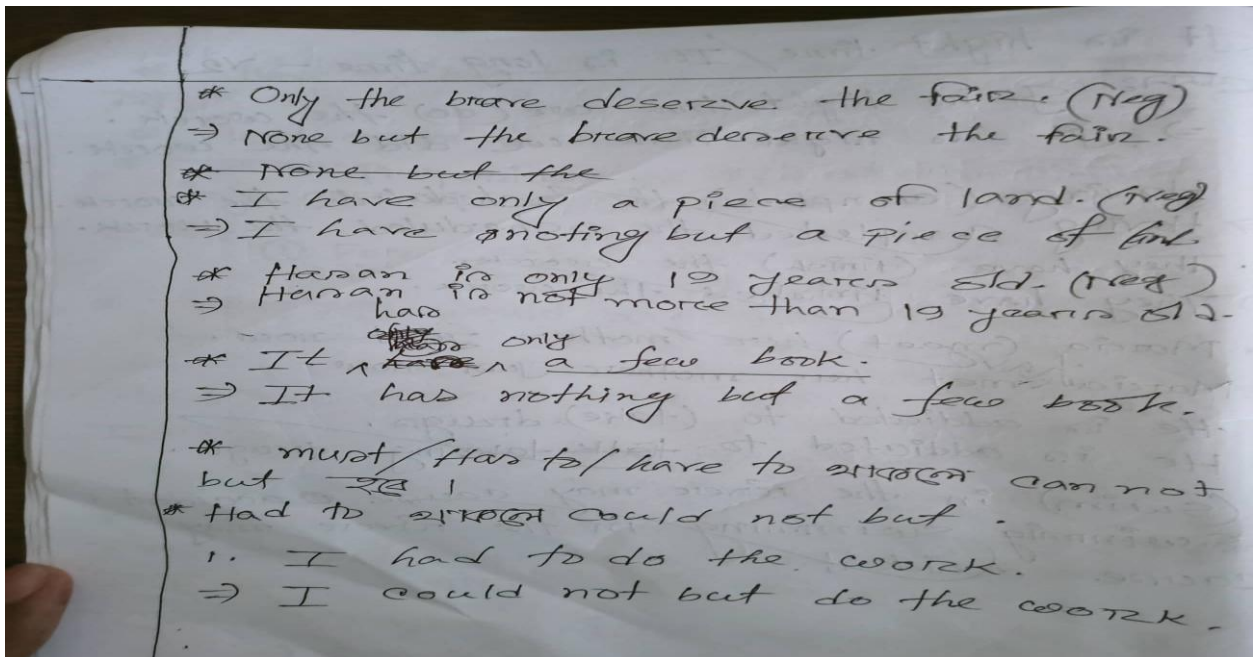
	Completely	Mostly	Some what	Little bit	Not at all
a. Material fulfils the objective of the lessons provided.	✓				
b. Materials include lessons which are interesting and can motivate the learner	✓				
c. Materials are used effectively and efficiently			✓		

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.	✓				

Appendix 4

Photographs





Sometimes ~~are~~ not always ~~get~~ ~~are~~

1. The rich man are sometimes happy.
 ⇒ The rich man are not always happy.
 - a. Always speak the truth. (Neg)
 ⇒ Never ~~is~~ ~~speak~~ ~~the~~ ~~truth~~ ~~tell~~ a lie.
 - b. Never tell a lie. (Aff)
 ⇒ Always ~~tell~~ ~~a~~ ~~lie~~ ~~.~~ ~~speak~~ the truth.
 - c. All man must die. (Neg)
 ⇒ All man can not but die.
 - d. Man is mortal. (Neg)
 ⇒ Man is ~~not~~ ~~immortal~~ ~~.~~
 - e. We sometimes get angry. (Neg)
 ⇒ We not always get angry.
 - f. He was unmarried. (Neg)
 ⇒ He ~~was~~ ~~not~~ ~~married~~ ~~.~~
 - g. He always comes to the rich family. (Neg)
 ⇒ He ~~never~~ comes to the ~~rich~~ family.
 - h. It is a very popular game in our
 school. (Neg)

