



**A Report of Internship
on
Article Writing for Online News Portal
and
Experiences of Working at
“The Daily Star”**

Submitted by:

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191-10-1963

Fall 2022

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Submitted to:

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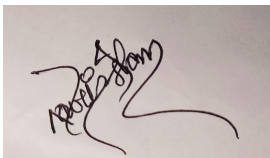
Declaration of the Student

I, hereby, declare that the internship report submitted to the Department of English, Faculty of Humanities and Social Science, Daffodil International University is an authentic completion of my work for the course Project Paper with Internship (Course Code: ENG431) in the programme of B.A. (Hons.) in English. The internship report on ‘**Article writing for online news portal and experience of working at The Daily Star**’ was written under the supervision of the respected assigned supervisor for the course, **Md. Abdul Momen Sarkar**, Assistant Professor of the Department of English, Daffodil International, University.

The report is based on three months of full time official work under the supervision of the official team of The Daily Star. This report has not been submitted by any other source or does not contain any kind of non-ethical words that may violate the rules of the organization. The report is not prepared for any other purpose or any reward.

I affirm that the submitted report is original and based on my personal field work experiences.

Yours Sincerely,
Mehenz Al Hossaini Nowrin



Mehenz Al Hossaini Nowrin

191-10-1963

46th

Fall 2022

Program: B.A in English

Department of English, Faculty of Humanities and Social Science

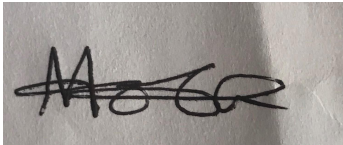
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Certificate of Approval

I am gratified to certify that, Mehenaz Al Hossaini Nowrin (191-10-1963), a student of Department of English, Daffodil International University, has completed her course namely ENG: 431, Project Paper with Internship under my supervision in the semester of Fall 2022.

She has maintained her cordiality as well as regularity in her work with visible efforts shown in the report as presented. I am elated to certify that the findings presented in the report reflects the hard work done by her to make the assigned project successfully accomplished.

I, therefore, strongly recommend that the report Mehenaz Al Hossain Nowrin has presented is authentic for further commendations, presentation and viva voce. It has been a great pleasure working with her. Wishing her good luck for her future life.



Md. Abdul Momen Sarker

Assistant Professor

Department of English, FHSS

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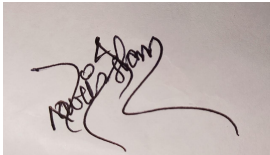
Acknowledgement

In this part of my report, I would like to mention the personnel without whom I could not have accomplished the task, they played a vital role in this journey. Each of them helped reach the desired goal with innumerable support. At first I would like to mention the names of my birth givers, strongest pillars of my life, my parents. They have always encouraged me to achieve the goals till now even during the toughest times they gathered me up.

Secondly, my supervisor assigned from university premises md. Abdul Momen Sarker sir, guided me to finish this report within the time given. I am thankful to him for his endless support and cordial behavior throughout the whole period. He guided the whole team in such a way that we never felt hesitated to share any issue with him.

Thirdly, the whole team of Star Lifestyle, The Daily Star with whom I worked these three months is such an amazing one. I would like to thank the authority of The Daily Star for allowing me to complete my internship at their organization. This internship has given me the opportunity to learn about the work station outside of the classroom and have gathered a lot of experiences. Everything I have done in these twelve weeks helped me acquire a lot of experiences and knowledge which have helped me to acquire skills in practical works. Under the supervision of Raffat Binte Rashid, Features Editor, Mehrin Mubdi Chowdhury, in-charge of Star Lifestyle, I completed my internship and learned essential things related to e-newspaper. Other team members in the department of Star Lifestyle were always humble and helpful as well. We always worked as a team and never felt hesitated to ask for any help from them. They guided me as mentors and there is a lot to learn from them.

Last but not the least, my friends and seniors in the university premises guided me in the completion of various tasks. I will be ever grateful to these persons in my life for helping me in the hard times.

A square image containing a handwritten signature in black ink on a light-colored background. The signature is stylized and appears to read 'Mehenaz Al Hossaini Nowrin'.

Mehenaz Al Hossaini Nowrin

191-10-1963, 46th, Fall2022

Department of English, Faculty of Humanities and Social Science

Daffodil International University

Abstract

One of the crucial prerequisites for finishing a four-year BA program is participation in an internship program. This report represents the scenario of the practical work done under a renowned newspaper in home and abroad. The Daily Star is a top notch newspaper company in our country with a popularity. The internship period, its experiences, obstacles and solutions to them are discussed in this report. It also includes information about the industrial supervisor, tools and technologies used, and the skills I have gathered during this time. Starting from the struggle to find an internship, to the end of this task I have mentioned every experience here. My overall experience, learnings, and expectations are described in brief throughout the whole report. The differences and similarities between academic and practical work are also stated here. Besides, how I felt working in Media being a student of literature is also told.

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Chapter One: Introduction

Introduction

Well, before starting the whole report paper I would like to clarify the basic idea on internship. As defined and practiced, internship is the position of a student or a trainee who is sometimes paid and sometimes not, in order to gain the work experience in the corporate sector to gain and enhance practical knowledge or satisfy requirements for a qualification. It is basically a period of work experience offered by a specific organization. The time limitation lasts up to three to four months and sometimes extends up to six months.

Starting my internship at The Daily Star was quite challenging as I had limited ideas regarding journalism but was equally interested. The Daily Star is a renowned English Daily in today's times and has been publishing for people since 1991 according to the English year. The Daily Star started its journey with a sense of challenge and feeling of humility to serve this nation as a truly independent newspaper. The paper believes to report events objectively, as it is, and without any fear and favor. The name of the newspaper clarifies it all— **The Daily Star, Journalism without fear or favor.**

Overview



The Daily Star, Leading English Daily among Bangladesh Newspapers updates 24/7 national international, breaking News. On January 14, 1991 The Daily Star established its place in the field of media. The newspaper made its debut at a historic time when, with the fall of an autocratic regime, the country was well set to begin a new era towards establishing a democratic system of government which eluded Bangladesh for too long.

Being well aware of its social responsibilities and duties, the newspaper works to ensure human rights for all, to eliminate gender discrimination, to promote the rule of law, press freedom, transparency and accountability in government and business, and, above all, to protect national interests. While working toward these goals, The Daily Star maintains the utmost sincerity and accountability to serve the nation in the manner dictated by its norms and values.

The Daily Star publishes special reports, human-interest stories, features, articles, and essays written by its staff and other professionals and talents from across the country and abroad, in addition to news reports on these issues. During various national crises, the newspaper played an important role in resolving them and alleviating people's suffering. As part of its commitment to social responsibility, The Daily Star hosts roundtables, seminars, and discussions on a regular basis. It also collaborates closely with civil society to achieve this goal.

The Daily Star's distinction stems from its non-partisan status, from its independence from political parties or vested interests. Its strength comes from taking a neutral stance in conflicts between good and evil, justice and injustice, right and wrong, regardless of the positions held by any group or alliance.

The paper believes in reporting events objectively, as they are, and without fear or favor. It is dedicated to serving the people. That is why people respect The Daily Star, whether they are in power or in opposition.

The newspaper provides its employees with a very healthy work environment since it believes that a good work environment is a requirement for producing better results. The Daily Star runs many programs with the goal of fostering better interpersonal relationships among its employees. In addition to commemorating its foundation anniversary, the newspaper hosts an annual cultural event where its staff members gather with their families to get to know one another better.

Background and Significance

University students are already hard at work lining up and completing arrangements for their internships. Although there is fierce competition for prestigious internships, few students truly understand what they should gain from the experience. In other words, getting the internship and showing up every day are not enough. You can learn about a company and a job while getting experience in a particular field through internships. It's critical to consider both your positive and negative impressions about the organization and the position. Consider what you might like to study this summer or what you want from your future employment because it's a process.

Whenever we are assigned to do fieldwork or tasks like this, it is always hesitating and challenge oriented at the same time. With challenges as well as experiences facing hurdles on my way, I was able to complete this internship and this was huge for me. From the starting day at The Daily Star, I knew it was not going to be easy for me to work in a field which was unknown to me. Through working here, I overcame serious personality issues like communicating, speaking, asking and some others.

However, I had the opportunity to learn various parts including to learn about various aspects of the newspaper related issues. However, my primary responsibility was writing articles on various topics related to everyday life. But there were some scopes for everyone including interns such as; good communication system, information availability, good working environment, gathering knowledge about various sectors. Besides working in general in a newspaper organization, I had the opportunity to work flexibly with the team. I had no strong pressure and all of them were quite friendly.

I undertook such an internship under the influence of one of our faculty members in the university premises. She encouraged me to try an internship in the media sector as we had a course on Journalism and I did really well on that. That was the first ever encouragement I felt towards working in this field.

Objectives

Every work has its purpose, its objectives and so does this internship. In this work, the most important objective was to prepare oneself for the corporate sector so that one doesn't face issues while working in corporate sectors. If a person hesitates on his first day and ends up making a mistake it will surely cost his impression which is not a positive sign. In this case the environment of the office also plays a vital role. The primary goal of this report is to complete my internship while also gaining an understanding of practical banking activities and relating them to theoretical knowledge gained through theoretical learning at university and office premises.

Well, I was lucky enough from this side because the environment in which I had to work was quite casual and the whole team of Star Lifestyle, The Daily Star was friendly enough. From day one I got along with them and got really good mentors there. I always had a quench to learn more about the ecosystem of media and news organizations, and so I chose to do an internship in the newspaper industry, more specifically the soft news section of one of the most reputed and prominent newspapers in Bangladesh, The Daily Star.

Some of the basic objectives are discussed below:

- Industry experience and the chance to LEARN
- Increase your network
- Opportunities for improvement
- Be able to plan and complete projects

Chapter Two: Methodology

Methodology

- **Selection of Organization**

The most important issue is organizational selection because it affects the actual working environment. Because banks are a service business, where one may learn a variety of basic management ideas, the intern chose banks as the company to intern with. Interns encountered numerous informed, professional, rational, and practical systematic approaches for their future careers during their internships.

- **Duration of the Internship**

An intern completes a variety of tasks associated with each department when they are assigned to different departments of an organization. This part comprises the research conducted during the internship and the numerous tasks carried out while working at the newspaper.

In the field of newspapers, it is a full time internship with a regular office schedule, weekly holidays and much more.

- **Fieldworks performed at the Internship**

This field includes the activities which are assigned to an internee inside as well as outside the office premises. The internee accomplishes these tasks under the supervision of his/her assigned supervisor in the company and reports them as well.

Activities performed by an internee are discussed below for a clear vision:

- i. Article writing grooming
- ii. SEO friendly research
- iii. Translations
- iv. Shoot works
- v. Interview grooming
- vi. Click Bait
- vii. Listicles grooming

Organization Details

The newspaper aspires to report events impartially, honestly, and without bias. It is dedicated to helping the populace. Because of this, people respect The Daily Star, whether they are in authority or opposition. The Daily Star has never wavered in its commitment to upholding the rule of law, human rights, gender equality, national interests, press freedom, openness in government, business, and industry, and individual accountability.

Every division of the newspaper serves a different function in daily operations. Star Lifestyle is the division in which I am completing my internship. The soft news in the newspaper, such as discussions of celebrities, health problems, food, and travel, etc., is covered by Star Lifestyle. You can find a variety of how-to articles for daily living, fashion and style news, life hacks, travel advice, etc. in this section.

Publishing generally begins with research on the chosen topic, followed by data collection, before writers begin writing about the subject while balancing facts and creativity. The article is then edited, and pictures are added. Since the newspaper's recent focus has been on online news, the article is polished with various edits before being published online, specifically on social media platforms and the newspaper's official website.

Chapter Three: Experiences and Learning

Activities

First Week:

- Got a basic idea about the organization
- Got introduced with the whole team of Star Lifestyle
- Got the joining letter
- Translated Questionnaire for Interview
- Researched for listicles
- Learned about picture editing app — Canva

Second Week:

- Edited pictures for online articles
- Learned about different types of lifestyle related issues
- Got to know about fieldworks
- Learned about assignments and daily tasks
- Got introduced with the contributors

Third Week:

- Learned to paraphrase and edit short articles
- Learned to translate in a conversational tone
- Prepared questionnaire for interview session
- Listed ideas for short articles
- Edited pictures for SAFF Women's Championship 2022

Fourth Week:

- Was assigned of writing an article on **World Postal Day** for online platform
- Researched for stamps, philatelists, philatelic society, etc.
- Discussed about the articles with my seniors
- Interviewed one of my seniors for the assignment
- Talked to my elderly family members about collecting stamps
- Wrote my first article “**World postal day– Is this the end of stamp collecting?**”
- My first print got published on the website and social media platforms

Fifth Week:

- Assisted in the photoshoot of ethnic culture
- Wrote an article on winter veggies
- Prepared questionnaire for photographer Joyeeta and translated it in Bangla

- Translated Questionnaire for actress Bidya Sinha Mim in the view of her newly launched movie Damal.
- Wrote an article on teacher's day
- Interviewed teachers regarding teacher's day

Sixth Week:

- Listed food items for a food shoot
- Visited stalls on street
- Asked for shooting on spot at Mohammadpur
- Researched for good street food
- Went to shoot place and guided the locations
- Assisted in lighting and taking wide shots during the whole shoot

Seventh Week:

- Attended shoot of fashion week
- Had a meeting with the contributors
- Went to a fieldwork for FIFA 2022 thematic photoshoot
- Arranged props for models during photoshoot
- Translated questionnaire for Kanak Aditya

Eighth Week:

- Arranged props for photoshoot
- Was present during the whole shoot assisting our In-charge

Knowledge Gathered

The Daily Star is the top English national newspaper of Bangladesh. The Daily Star established its place in the media scene of Bangladesh on January 14, 1991. It started its journey with a sense of challenge and a feeling of humility to serve this nation as a truly independent newspaper. The Daily Star carries on with the long-term responsibility to strengthen public opinion on how the democratic system should work and how to sustain and nurture democratic norms effectively.

It was a privilege for The Daily Star to be part of a changing scene after the fall of military autocrat in early 1990s. With that privilege came an enormous responsibility of upholding the duties of a free press. The newspaper is proud to pursue that policy without relenting for the past 23 years. The Daily Star advocates rule of law, human rights, gender issues, national interests, press freedom, transparency and accountability of people in the administration and in the world of trade and industry on which the newspaper has never compromised whatever the costs. No political powers can take it for granted and no-one is given cause to doubt its fairness. During different national crises, the newspaper played an important role to solve those to stop people's sufferings.

As I started my internship in soft news, there was much flexibility in the work and I had enough chances to learn about writing articles and learn the basics. I have learned so much more by being able to think critically and on my own than I would have if I had always asked for assistance whenever I was having a problem. In my experience, becoming resourceful and obtaining the outcomes my seniors sought have required a persistent willingness to learn and the ability to evaluate an issue or project from all aspects. I discovered that by prioritizing getting to know my coworkers and comprehending their objectives, I was better able to determine how I could provide the most support in order to achieve the largest impact.

Learning how to translate and maintain the tone of our country was something really interesting. Also, my computer skills like excel sheets, forms, docs, slides got enhanced and I was able to work more efficiently than before. With the passing days, my performance got better in the department.

Besides practical learnings, I was groomed about speech etiquettes, postures, gestures, basic behaviors regarding corporate sectors and many more. Not the folks I worked with directly during the past three months, but rather those I met by attending internal gatherings like brown-bag luncheons or running into at the office coffee machine, were some of the best contacts I've made. I met new friends and mentors at work because of my genuine interest in getting to know everyone there; some of these people have even assisted me to work with fun.

Working Environment

When choosing a job or trying to stay productive, it's important to consider a company's work environment, which is the set of situational factors that shape a company's atmosphere. While a positive office atmosphere can boost your morale, a negative one can cause you to lose motivation. Learn more about this important workplace feature that can help you define a healthy environment. Professionals in full-time and part-time positions are significantly impacted by their office environment when they must perform their duties there.

I completed my internship in a newspaper organization and it is well recognised amongst the civilized society of our country. As a renowned one, The Daily Star has always been the top notch working place since its beginning. The office is situated in one of the most rush places in the capital, the Kawran Bazar. There might be a few people who have not known about The Daily Star. Factors such as the building where the company operates, architecture, size, wall color, workspace layout, furniture and arrangement, office equipment and its location, class floor covering, amount of light in a space, houseplants, cleanliness, and facilities all affect task performance and being part of the work environment.

The office has its own multi-storied building of fifteen floors including a car parking basement with a huge space. The office has a separate floor for shootings, programs, etc. At the fourth floor, there is a canteen for TDS employees and guests as well. They serve fresh and healthy foods all day long with varieties everyday. Every department has a specific space for working which is very cozy and the overall office is quite well organized. Each floor has a side room for making tea/coffee with a refrigerator and sitting couches outside the working space. The waiting area for visitors and guests is also comfortable and well arranged with newspaper and magazines for timepass.

Most workplaces consist of people tasked with working together to achieve common goals, and as a result team dynamics influence the work environment. Likewise, politics among workers, supervisors, and upper management can change the office atmosphere by affecting the ease of tasks, employee morale, and productivity. In some cases, excess social characteristics can jeopardize a healthy work environment and increase the difficulty of working there. Fortunately, I had a really fun loving yet efficient team to work with. Whenever I faced a confusion or needed help for any purpose such as leave for three/four days, I never felt hesitated or left out.

The in-charge of Star Lifestyle, Mehrin Mubdi Chowdhury ma'am has been supervising me the entire time and undoubtedly, she is one of the most amazing and lively person I have met. She adored me just like a child and guided me so nicely that I did not feel nervous at any moment. Then I would like to mention about Mannan Masshur Zarif sir who is just like a mentor to me. His guidance and teaching techniques are so unique and interesting that one may never forget. After Zarif sir the person who comes to mind is M H Haider sir. He is a food loving person just like me. His influence in my whole internship was the way he judged and corrected my mistakes. While interviewing or writing articles I used to make mistakes and he just found those out and made me understand about the lackings. Then I would like to mention S M Intisab Shahriyar sir whose amazing ideas were quite interesting and inspiring as well. Well last but not the least, it is K Tanzeel Zaman sir who guided me as an elder brother in everything professionally. He is the most fun loving and lively person in the whole team. Everyday at the office was good and it feels to be blessed being a part of such a nice team.

Average employee satisfaction contributes to the work environment as it impacts employee, and team morale and creates positive working conditions.

Skills Developed

While doing work, every individual is ought to learn something new, apply a new technique, develop a skill, and many more. In this case of accomplishing the internship, there are many skills that I feel to have developed. Media is such a place where you can't help open up and work with complete enthusiasm. Here you need to be an extrovert and even if someone is not an extrovert, he/she will get used to such an environment and after a moment, will get used to it.

Skills I feel to have developed during these three months are scratched out below:

- Improved news sense
- Increased typing speed
- Proper use of Bijoy keyboard
- Improved language sense & sense of word selection
- Learned translating international & sports news
- Learned time management
- Improved Bengali pronunciation
- Communicating skills (both Interpersonal and Group)
- Speaking my point of view
- Interacting professionally
- Collaborating
- Adapting the situation
- Technical proficiency
- Initiative

The above mentioned skills have bloomed within me as observed.

Limitations of the Project

For many people, finding and finishing an internship is a difficult task. It's a great way to enter the workforce and land your first job in the desired company or industry. An internship is the best route to employment. Here, we are able to perform real work tasks in a true working environment. By taking part in an internship, we will be able to adapt to work routines and standards. But every work has some limitations too. There are several policies when we work under a company or an organization. While we work under limitations, certain rules are to be followed and those are implied on different designation holders. For an intern, very limited resources are provided for working and those are to be used under specific conditions. We do not have access to all the informations, data to use during our work.

The first and foremost limitation while completing this internship I faced was time limitation. In my opinion, the whole internship period should not be of only three months. Because in three months it is quite tough to get a complete idea about the corporate sector and its environment. The accurate timing for an internship should be of five to six months so that an intern could learn every task properly and apply the techniques in his\her way ahead.

As mentioned before that I completed my internship at a newspaper company, it goes without saying that limitations were a must there. Even in the soft news section, I did not have access to all of the files kept and folders in the desktop. The Daily Star is a profile company and it maintains all the rules and regulations strictly. Every employee of TDS has to follow all the rules and they implicate every official. While working on journalism, I was given assignments to accomplish and every information had to be authentic. It was quite challenging to extract the correct information from a small clue. Researching was not even helpful as information provided on websites were manipulated sometimes.

Taking interviews of individuals is one of the topmost priorities in journalism. When we went to take an interview, the first challenge we faced was not getting enough time from the personnel. This thing has always been suffering the journalists. It is never easy to take an interview in a hurry. Information collection gets affected if the person who is giving the interview does not provide correct information. At times we get puzzled because of the difference of information provided. Sometimes, the person who is supposed to be interviewed postpones or cancels the schedules without prior notice which hampers the workflow of the employee.

Chapter Four: Observations

Observations at The Daily Star

Career Possibilities:

The Daily Star had modest beginnings in 1991 with a circulation of a few thousand, but over the years it grew to become the most widely read, recognized, and trustworthy English daily in Bangladesh. The Daily Star is the first option of recent journalism graduates because it has long been the most prestigious and sought-after media organization in the nation.

Being a student of literature, the inspiration that worked for me to do the internship here is the sober background that is provided to the employees. Starting from small beginnings in 1991 with a circulation of a few thousand, The Daily Star has become the highest circulated, most respected credible English newspaper of Bangladesh over the years. The daily promotes strict adherence to journalistic ethics and carrying out social duties while achieving journalistic aims, and it encourages talented fresh graduates from respective backgrounds to choose journalism as their career.

Many of the interns and university correspondents at The Daily Star's who worked there for a few months later joined the company and are now full-time employees.

Room for Variations:

Its online version is currently the most frequently visited website among Bangladeshis residing abroad, and it is frequently cited as the most reliable and authentic news source in national and international journals, seminars, and research papers. It is a unique pleasure for The Daily Star and all who work here, one that should be treasured by all.

Regular twenty-page issues include a two-page Sports round-up, four-page Business news, three-page City news, one-page Arts & Entertainment, Country and International news, plus many other varied, educational and interesting pages on a weekly basis, such as 2-page Star Literature, Law, etc., to appeal to the broadest possible reading audience.

In addition, The Daily Star publishes a weekly Special Magazine (The Star) on Friday, a 4-color tabloid-sized publication for young people (Shout) on Thursday, and Lifestyle on Tuesday. The daily has a Holiday page, City-in-Frame, and Star Insight and Star Campus, which were just recently introduced, to appeal to more readers.

Gender Policies:

The newspaper continues to have a strategy of supporting female journalists and carefully cultivates recent journalism graduates which is quite impressive. The Daily Star provides qualified female candidates the edge in hiring even though it has no formal gender policy. Currently, there are 17 percent women working there.

Findings of the Project

Self Assessment:

Self assessments are useful for both employees and clients. Self assessment often comes along with the performance evaluation. Self assessment is also known as self evaluation. To recognize your successes and recall significant moments in your professional development is one of the main objectives of self-evaluation. A thorough self-evaluation should identify particular activities and projects that showcase your greatest work. During my internship, I developed some necessary skills like how to develop a story, how to edit a news story, proper use of words in news, how to make a story more attractive, how to translate stories from English to Bengali, different sports words etc. It also taught me the responsibilities that a journalist must have.

Chapter Five: Conclusion

Conclusion

Finally, the Project Paper with Internship has come to an end and the task assigned to me was fulfilled with hurdles as well as opportunities. This internship has helped me to be confident in my work. Though there were time limitations and the whole journey came to an end very early, it was fruitful. Dedication and interest towards work reflects if you have a cozy environment. And that is what I got in here. Not only me, others working for The Daily Star would surely pass the same comment about the workfield. As an established network all over the nation, The Daily Star is a renowned English daily circulated both online and offline.

The online website of the daily is easy to access and time friendly to read. Moreover, you can always check out the previous news if you missed it and read it out whenever free. Again, the entertaining part of the daily also gives a positive vibe to the usual boring political issues.

References

Here, I would like to attach the links of published article, translated questionnaires below for a clear view of my work.

Articles published:

<https://www.thedailystar.net/life-living/news/world-postal-day-the-end-stamp-collecting-3138846>

<https://www.thedailystar.net/life-living/fashion-beauty/news/silk-saris-you-need-the-year-ends-3188081>

Appendices



Figure: Shoot Day

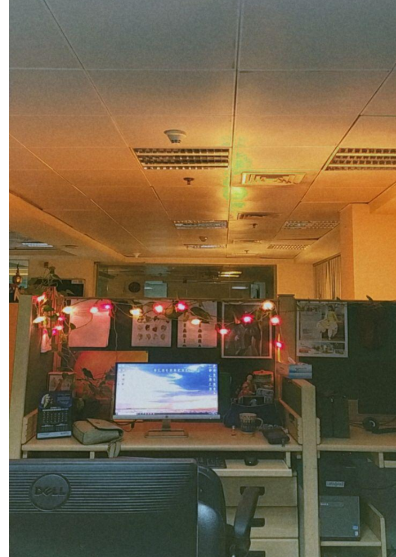


Figure: TDS office

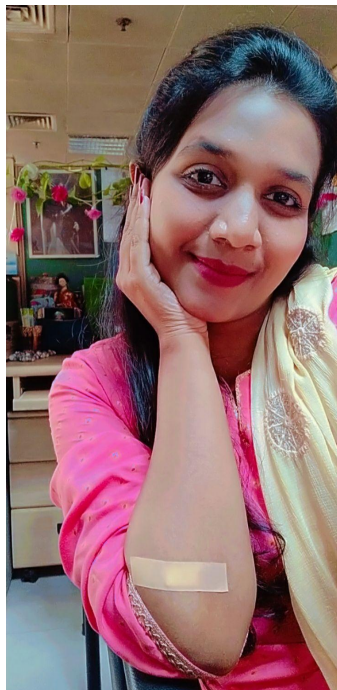


Figure: Office Day

So, with all these reports presented here as a clear view of my internship, I may say that this is the ending of my long three months internship.