



**Daffodil International University
Dhaka, Bangladesh**

Internship Report On

**My Experience as an Assistant English Language Teacher at Khaserchar
Mahmudia Alim Madrasah**

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A report submitted to the Faculty of Humanities and Social Science in Partial fulfillment of the requirements of degree of Bachelor of Arts in English

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Declaration

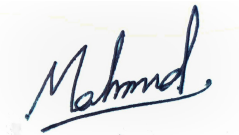
I hereby declare that the internship project report submitted to the Department of English, Daffodil International University, is a practical work to complete my course “Project Paper with Internship” (Course Code: ENG 431) in BA (Hons) program in English. The internship report on “My Experience as an assistant English Language Teacher at Khaserchar Mahmudia Alim Madrasah.” was written under the supervision of Mahmudul Hasan.



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Certification of Academic Supervisor

It is my pleasure to certify that the internship report is submitted to the department of English, Daffodil International University, by Sadia Afrin Dia, for the completion of the course titled “Project Paper with Internship” (course code: ENG 431) in the program of B.A (hons) in English, is a real piece of work done under my supervision. This internship report is recommended for submission to the department of English, Daffodil International University.



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Mahmudul Hasan
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Overall, I feel very glad for finishing my project with lots of new experience.

Abstract

This report will give a brief account of my internship experience. I chose Khaserchar Mahmudia Alim Madrasah to complete my internship. There is an overview on teaching strategies like lesson planning, teaching style, assessment, learning style, class observation, feedback and evaluation. Apart from teaching techniques, this report also aims to highlight the methods used by teachers in the classroom. This report will make some changes and recommendations by the interns to improve English language teaching at the secondary level. In conclusion, this study provides some recommendations based on the overall results of the interns that can help to find the strengths, weaknesses, performance, academic curriculum, opportunities, facilities and institutions of the observed teachers.

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Chapter-1

Introduction

English is an international language. English plays an important role in our education. In Bangladesh we learn English as our second language. Many people around us learn English from childhood but do not know the correct usage of English language. They don't have English language skills. Most of the Institution are trying to help their students in various academic activities. On the other hand, some new institution have opened with better plans to teach English to the new generation. I had the opportunity to work with English language teaching, I chose a madrasah. In my area. I worked with them for three months. It helped me to learn about methods and methods of teaching English language in English medium schools. I chose Khaserchar Mahmudia Alim Madrasah to complete my internship work. This report is a summary of my experience in class observation and management, skills that I developed during madrasah work and concludes with some recommendations that are helpful for institutions and anyone wishing to pursue a teaching.

Key words : Internship, Activities, Learning, Language skill, Method, Knowledge, Experience.

Chapter-2

Objectives

The objectives of internship are following:

- To observe and learn how a teacher teaches the language to the secondary institution students.
- To get the idea about professional field.
- To know the English language teaching system in higher secondary level in Bangladesh.
- To learn the implication of teaching techniques in real life.

Chapter -3

Methodology

Choosing institution

Firstly, in this semester varsity offered a course which is internship program. They told us to find out institution for internship program and then we got a opportunity to do internship. We collected an institution detail and went to English office and gave them to details. After that they gave use approval letter and we collected the letter and sent to internship institution.

Observing teacher

I observed three English classes with three different teachers where I collected information about how classes are usually conducted, how teachers control students and how they implement lesson plans in a class, and how teachers achieve their expected results in English from students. It was an awesome learning experience for me.

Observation of students

When I was observing the class, besides observing the teachers I was also observing the students how they were trying to learn their lesson, how they were behaving during their class etc. I was trying to figure out the psychology of the students.

Managing Classes

Managing a class is a tough job. Before conducting a class, I have to prepare the materials for the class, think of a good way to control the class and ensure an expected result. It is very difficult to get the expected results. As I am a new teacher, I tried to explain my observation experience in the class. I tried to choose the best technique from the three classes I saw and tried to add some of my previous experience to my teaching.

Self-Assessment

After observing teachers and students I learned how to conduct an effective class. I have learned and developed from the mistakes I made while teaching. I finally got to appreciate myself as a teacher.

Chapter-4 About the Institution

Name of the Institute: Khasherchar Mahmudia Alim Madrasah

Location: Khasherchar, Singair, Manikganj.

Headmaster: Mohammad Shamsuddin

Total Teachers: 22

Total Students: 550

Passing rate: 95% Average

Attendance Rate: 90% Average

Madrasah Playground: Yes



Chapter-5

Internship Activities

Teaching Experience

At the beginning of my lesson plan. I set up a warm up activity session. I was teaching some interesting stories in the class. Like Cinderella, Harry porter, Mr bin etc. I wanted about their favourite storybooks. Then I started giving small details of the text and they were connecting the dots of their favourite stories with the text. Then I played a short cartoon summary video of the chapter. That short video summary helped them a lot to understand the storyline. Then I asked questions from the video summary. Everything was going well but because of my nervousness, I missed out some of my lesson points and plans. And I also faced difficulty to turn on the projector. Then I asked them to wrote the summary of chapter-10 on colour paper I gave them. I assessed them with those papers. It was really difficult for me to control the class and teach them at the same time. I taught them about English grammar. Most importantly tense, voice, parts of space, sentence, article etc.

Then I arranged a group activity on jigsaw. I divided them into four groups. Then I group a part of the story. Groups read their part. One leader from each group went to the other group and collected information about their story part also shared their story part and came gave each back to their group and shared the collected information with their group. In the end, I saw their collected information together and assessed them on their understanding. That activity helped me to assess which group had a better understanding and which group did not understand anything. The students enjoyed the class activity a lot.

Skills developed during internship

Communication Skills: I developed my communication skills during the internship. Because most of the time I had to deal with my students, colleagues and parents regularly. This regular contact has helped me a lot in improving my communication skills.

Problem Solving Skills: My problem solving skills improved a lot during my internship. When I was conducting the class, many unsolved problems arose. I had to solve those problems immediately. By solving those student-related problems, my problem-solving skills improved.

Time management skills: Doing my internship has improved my time management skills as my reporting time is 10:00 am and my office time ends at 4:00 p.m. I had to maintain my class time. I can't be late for my class. Time keeping helps me improve a lot My time management

Decision Making Skills: I always make lesson plans for my classes but during the class, not everything goes according to the lesson plan. So, I had to make a quick decision. It helped me improve my decision making skills.

Overcome the fear of public speaking: Class management has helped me a lot in overcoming my fear of public speaking. I still remember many times when I had considerable knowledge about a particular topic or event but I did not share my knowledge with others for fear of public speaking. I overcame my fear of public speaking during my internship.

Develop my fluency in English: Since I worked in an alia madrasah, I had to speak English all the time in English language class. So, this is a great practice to improve my fluency. So, I can say that I developed my fluency during my internship.

Develop my understanding of new technologies: In madrasah, they are using new technology for teaching like zoom, Oxford Phonetic App etc. During my internship, I learned how to use zoom and how to use the Oxford Phonetics app to teach students. This is why I think my ideas about new technologies are formed during my internship.

Develop my ideas on the Cambridge curriculum: I am completely new to teaching. That's why I don't have enough knowledge about Cambridge syllabus. But during my internship, I went through many training sessions which helped me a lot to develop my ideas about Cambridge curriculum.

Develop my professional skills: As a fresher, I have no idea about professional relations and professional skills. But during my internship, I had to deal with my colleagues and parents in a professional manner. It has helped me improve my professional skills and gain knowledge on how to maintain professional relationships.

Analytical case description

I need to analyse my lesson plans and implement new things that help weak or slow learners. While taking classes I have to deal with different types of students. Some students are fast learners and some are slow learners. So, I have to identify different types of students. Then example: Taniya in my class forgets all the long vowels and Aps knows them all. So, I can't treat both of them the same way. I have to implement a method to teach Taniya because she is a slow learner. On the other hand, I have to apply different methods to teach Rana as he is a fast learner. Since the madrasah is using a task-based teaching method, I have to analyse new tasks according to their age to teach phonetic words and literature.

Learning as an Intern in the Organization

Professional communication: I studied professional communication, attending secondary madrasah. I had no idea about professional communication. But since my internship period, I had to interact with my colleagues, parents of my students and other institution staff in a professional way. It helped me learn professional communication

Accepting Constructive Criticism: Before joining the internship I had a mindset of not taking constructive criticism as positive. Most of the times when people give me constructive criticism, I always respond to them. When I joined my workplace, at first, I felt frustrated with constructive criticism. After some time, I realized that I cannot overcome my shortcomings without constructive criticism. So, I learned how to take constructive criticism in a positive way.

Lesson Plans and Block Lessons: I had no idea about making lesson plans. After receiving guidance from my coordinator I learned how to plan lessons properly. During my internship, I got a proper and clear understanding of Cambridge lesson plans, and also learned how to make detailed lesson plans and block lesson plans.

Working under pressure: In my university life I had an idea that I completed all my assignments on time, I have the ability to work under pressure. But I was totally wrong. I realized the true meaning of work under pressure at my workplace. New day new challenge, I learned to deal with stress and create balance between personal life and work life.

Maintain posture: Maintaining a positive attitude is very important for teachers. If I stand like a robot, students will not enjoy my class. During my internship, I learned to control my nervousness and maintain perfect posture during class.

Chapter-6

Overall Findings

SWOT Analysis of the Institution

Strength:

- They have smart classroom
- They use of new technology based education for attracting parents
- Very careful about each and every student
- Vary beautiful location of the madrasah
- All teacher are talented

Weakness:

- Poor management
- Sound pollution

Opportunities:

- They can increase the number of students
- Can develop their playground area

Threats:

- Increase the number of students can be a threat to the school
- Lack of space for classrooms

Chapter-7

Recommendations

Recommendations for schools

Enhancing teacher training: The madrasah mostly hires freshers. Freshers have no prior teaching experience so they need training. That is why teacher training sessions should be extended in madrasah.

Increase in number of classes: There are not enough classrooms in the school. So their number should be increased the classroom.

Create a school-friendly environment: As a madrasah, there should be a big library and a field. So they should think of creating a field and library.

Increase in the number of books in the library: The madrasah library does not have enough books for the students. So they have to increase the number of books in their library.

The number of teachers should be increased by: There are only twenty-two teachers in the madrasah. It is very difficult for every teacher to manage twenty-two classes in a week. So, they have to increase the number of teachers.

They may hire some lab assistants: There are no lab assistants in the lab. It is difficult for the teacher to conduct the lab class without lab assistants.

Recommendations for Interns from Facilitators

I get nervous during class. So, my facilitators advised me to overcome nervousness. My facilitators recommended me to take better classes to develop my skills.

Chapter-8

Conclusion

Teaching English language in Bangladesh is not easy. It is very difficult to teach English language to students who have Bengali as their first language. During my internship I faced challenges and problems to teach English language. All these experiences are valuable and important to me. Besides teaching English language, I have acquired knowledge about English medium curriculum. Also, I learned the use of many new technologies such as IXL and teaching methods. Then I learned about Cambridge Lesson Plans, and how I could facilitate a class with technology to facilitate learning. All those experiences of my internship will help me a lot for my future career.

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Appendices





Certificate of Internship



খাসেরচর মাহমুদিয়া (সিঃ) আলিম মাদ্রাসা KHASERCHAR MAHMUDIA (SR.) ALIM MADRASAH

(মাননীয় প্রধানমন্ত্রী কর্তৃক জাতীয় পুরস্কার স্বর্ণপদক প্রাপ্ত)

ডাকঘর : ধল্লা বাজার
সিংগাইর, মানিকগঞ্জ
বাংলাদেশ।

কোড : ১১১২১, ইন : ১১১০৮০
স্থাপিত : ১৯৬২ ইং

P.O. : Dhalla Bazar
Singair, Manikgonj
Bangladesh.


স্মারক নং :

তারিখ :

প্রত্যয়ন পত্র

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জীবনের প্রতিটি ক্ষেত্রে তাহার সফলতা কামনা করিতেছি।


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