

ACKNOWLEDGEMENT

For the completion of the B.Ed. internship programme of a long way four months, I would like to express my sincere thanks to all my teachers, assistants for making me capable to undertake this task. I give my special thanks to Mrs. Nasrin Selima Hussain Madam, supervisor of my internship programme under whose guidance the whole internship programme was a successful one.

I am thankful to our principal, Asom sikshak Prasikshan Mahabidyalaya Lankeswar, Dr.Anjali karmakar Ghatowar ma'am for giving her guidance during this four month internship programme. Also thanks to Mrs. Farida Yasmin Ma'am for always being so helpful.

I would like to thank the principal of Rajdhar Bora H.S School Mr. Jayanta Kumar Patgiri for his support and guidance during the four month internship programme.

Rupkumar Mandal

B.Ed. 2nd year

Asom Sikshak Prasikshan

Mahabidyalaya,Lankeswar.

DECLARATION

I do hereby declare that the report on school internship programme submitted by me in a partial fulfilment of the requirement for the award of the degree B.Ed. is my original work done under the guidance and supervision of Mrs. Nasrin Selima Hussain, teacher of Asom Sikshak Prasikshan Mahabidyalaya Lankeswar.

I also declare that this school internship report has not been submitted previously to any other university or organization for the award of any degree or diploma.

Place:-

Rupkumar Mandal

Date:-

B.Ed. 2nd year

Rollno:-UA-201-245-0083

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Of 2016-2017

CHAPTER-1

INTRODUCTION

Bachelor of Education (B.Ed.) is a two year long undergraduate course that deals with teaching at the secondary and higher secondary divisions. B.Ed. syllabus revolves around teaching aptitude, classroom management, curriculum, development, school ethics etc. bachelor of Education degree is mandatory for all those who want to teach in primary and secondary schools. National council for teacher Education is a statutory body that delegates and regulates programmes in teaching across the country. The entire syllabus of B.Ed. is divided into 4 semesters, Bachelor of Education subjects comprise Contemporary India & Education, School Attachment, Teaching Aptitude, School Management etc.

In first year, the B.Ed. course includes one month of practice teaching and in the second year of the B.Ed. course 4 months of internship programme is included.

School internship is an important part of the two year B.Ed. course, where we, the teacher trainees get a chance to teach in a real classroom situation in the allotted schools. It holds total of 250 marks in our second year B.Ed. course.

In this internship programme we are to apply all the theories, all the techniques and skills that we have gone through during our theory classes. During this internship programme we are to perform various activities, do classes, and it also includes observation of the whole school starting with the front gate of the school to everything that we experience in this 4 month. And in this internship report we are to write all these activities, classes, observations in a systematic way.

The objectives of the four month internship are-

- Understanding the school environment.
- To develop teaching learning resources.
- Formulation of unit plan.
- To develop and manage valuation instruments.
- To organize teacher parent meeting.
- To organize curricular verbs.
- To organize community service campaign.
- Overview of different school scenarios.
- Classroom observation.
- Addressing the school prayer meeting.
- Creating a reflective diary.
- To analyse the school syllabus and textbooks.
- To conduct two achievement tests.
- To conduct clinical trials and remedial teaching.

CHAPTER-2

KEY PARTS OF THE REPORT

The school internship report is divided into three main parts-

- **Pre internship phase.**
- **Internship phase.**
- **Post internship phase.**

(1) The pre internship phase is the phase that we get before going on the school for internship. This phase includes all the activities which takes place in the college. This phase includes four months of theory classes, first sessional examination, orientation programme and other cultural and educational activities.

In this phase we are trained by our teachers before going in the real classroom situation in schools. We make lesson plans from the textbooks of the schools that we will be teaching later. We practice our teaching skills, techniques in an artificial situation in college. We practice micro teaching in front of our teachers and peers. We prepare ourselves to make teaching learning process smooth.

(2) The internship phase is the time where we go to our respective schools which are being allotted by our college. Internship phase is of four months in total which includes all the activities, observations, classes, school morning assembly, morning prayer, sports week, cultural programmes, parent teacher meeting, Mid day meal of the government schools. In this internship phase student trainees go to schools like other permanent school teachers, attend morning assembly, do their classes allotted by the school, do activities that they have to , according to the internship guideline that we are provided by our college. Student trainees also need to conduct two achievement tests with the syllabus that they cover during this internship phase. Also in this phase trainees need to

make an Action Research Project by observing one of the problems that students of a particular class and particular subject face in the school .

(3) In the post internship phase students trainees get back to their college again for attending rest of the classes and to submit all the assignments, 20 lesson plans each from the method subject, the Action Research project and other assignments and practicals of all the papers of the second year B.Ed. course. Last month's internship diary should be submitted in this post internship phase. And finally the internship report should be submitted in this phase which includes everything that a student trainee experiences during this four month internship.

CHAPTER-3

(A) ALLOTMENT OF THE SCHOOL-

The procedures of allotment of schools are processed by our college teachers. The teachers of our college consult with different schools so that we can go to these schools and can do our internship programme of four months. Schools are allotted by keeping in view of the students so that students can communicate with schools very easily, they don't face any communication problem in going to schools.

I was allotted in the school "Rajdhar Bora H.S School" along with my four other trainees or peers. This school is situated in Azara, Guwahati, which is quite close to us as we live in Lankeswar.

The official commencement of our internship was from 7th February 2022 to 6th June 2022.

The trainees that were allotted in Rajdhar Bora H.S School are-

- Rupkumar Mandal
- Pinki Bora
- Karobi Borah
- Barnali Saikia
- Moinee Sharma

Our supervisor under whom we were to do our internship programme was-

- Mrs. Nasrin Selima Begum



(B) DESCRIPTION OF THE SCHOOL-

I was allotted in Rjahdar Bora H.S School, Azara. This school is situated in Azara, Guwahati. The distance of the school from our college or the place where i stay i.e. Lankeswar is 5.8 k.m. The school was established in the year 1958.

The school has total of three sections –

- Upper primary section (from lass 6 to 8)
- High school section (from class 9 to 10)
- Higher secondary section(from H.S 1st year to 2nd year)

There are total of 667 students from class vi to xii. Total of 35 teaching staff and 5 non-teaching staff and 2 cooks are there in the school. And total of 17 classrooms are there in the school.

In the entrance of the school it has one big front gate under which there are two gates one for passing the cars and bikes and one smaller one for passing people.



After entering through the main gate, on the right side there is a volleyball court and to its right there is a cycle stand which can easily hold up to 50 cycles. On the left of the entrance there is a canteen for all the schools teachers and students as well. On its right side there is a site where all the flag hosting events and condolences take place.

Then afterwards there is a corridor which divides the front building into two half. On the left side of the corridor the staff room is placed and on its left side one classroom is placed and again on its left side another classroom is placed. On the right side of the corridor a small kitchen is placed for making tea and snacks for the teaching staff. On its right there is a room for some official work where two computers

are placed and on its right the principal's room is there and followed by two more classrooms.

After entering through the corridor the playground is there and on its two sides two rows of classrooms and newly built office room and one staffroom is there. On the left row of the classrooms there are three big classrooms and one auditorium hall. On the last of the playground the computer lab, one store room for books and uniform and the mid-day meal kitchen and one seating arrangement are there. On the left of the mid-day meal kitchen there is a water tank with filtration equipment.

Total of 10 toilets are there in the school 5 for all the teaching and non-teaching staff and 5 for all the students.

Proper drinking facility is there in the small kitchen and outside of the mid-day meal kitchen. Moreover wash basins are there in the newly built staffroom and in the toilet building for which is for the teaching staff. And one hand pump is there beside the toilet of the students.

CHAPTER-4

OBSERVATIONS

(a) School environment- The environment of the school is quite well; it is situated right near to the main road so no student faces any communication problem. The school has a very big area, where a big playground and a small at the front and one volleyball court is there besides all the school infrastructure and buildings. The whole school infrastructure is surrounded by plenty of trees and greeneries.

(b) Morning assembly and prayer- The day in school starts with the morning assembly. It is a very important part of the school curriculum. Morning assembly starts from 9:15 a.m. as classes start from 9:30 a.m. In the morning assembly every student comes to the playground and makes rows of their respective standards. At first the National Anthem (Jana Gana Mana) is sung by all the students followed by the State Anthem (O Mur Apunar Dekh). After that headings of the newspaper is read by one of the students which changes every day after that great man speech is read by one of the students. After completing all these activities all the students go to their respective classrooms in rows and in a very organized way.



(c) SMDC Of the school- The SMDC of the school take necessary steps for overall growth and development of the school leading to conductive educational environment for academic excellence.

The SMDC is responsible for all the activities including planning, collection of data, implementation, monitoring, evaluation and taking corrective/ remedial actions on all the components/interventions of the scheme infrastructural as well as academic and others at the school level. The list of the members of SMDC of Rajdhar Bora H.S. School are shown bellow-



(d) Time Table- Time table is a very crucial part of school, which maintains a systematic and well organized way for doing everything starting with the morning assembly up to school ending. So every students and teachers are to come to the school on or before 9:00 a.m. The morning assembly runs through 15 minutes. The school starts at 9:00 a.m. and ends at 2:50 p.m. After that from 9:30 a.m. the first class takes place and the other classes follows after the first class. The first class is of 45 minutes and after that all the classes are of 40 minutes. Before the break period total of four classes takes place and after the break period total of three classes takes place. The break period consist of 40 minutes. A well prepared time table is made and hung on the walls of the staff room so that every teacher can easily see and sort out their timings of the classes. Besides that each copy of the time table is provided to every teacher which they keep with them. All total, 7 periods od classes are done in the school.

As we trainees went to the school for our internship programme so we were also provided the time table and each of us was asked to take the classes that the vice principal or the principal of the school allotted us. So for me, I was allotted to take the classes in class ix and class x for the subjects of general mathematics and general science. The Mathematics class in class ix was in the third period and the General Science class in class X was in the fourth period. And other classes were allotted to the other trainees or to my colleagues.

Moreover we were often asked to do the classes if there is some off periods so we attend those periods, we do some activities or play some educational games and also do the classes of the respective subject of the period.

A bell is hung infront of the teacher staff room which is rang by one of the non-teaching staff after every period so that teachers and students can know the accomplishment of the classes.

The bell rings once when classes are ended, the bell rings twice when the break period starts and the bell rings three to four times after all the classes are over which indicates about the closing time of the school.

ROUTINE FOR CLASS VI – X
RAJDHAR BORA HIGHER SECONDARY SCHOOL, AZARA, GHY - 17

Day	Class	9.15 am - 9.30 am	1st Period	2nd Period	3rd Period	4th Period	12.10 PM - 12.50 PM	5th Period	6th Period	7th Period	8th Period
			9.30 - 10.10 AM	10.10 - 10.50 AM	10.50 - 11.30 AM	11.30 - 12.10 PM		12.50 - 1.30 PM	1.30 - 2.10 PM	2.10 - 2.50 PM	2.50 - 3.30 PM
MONDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	G.Sc-S.A		S.Sc-M.M	Elec-B.N/S.D/T.B	Eng II-P.M	Physical Education
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Elec-PD/SD/TB		S.Sc-Sg D	G.Sc-G.D	Eng II-MM	Physical Education
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Elec-PD/SD/TB		G.Sc-S.A	S.Sc-Sk D	Ass II-I.S	Physical Education
	VIII		Eng-P.M	G.Sc-S.A	Ass-MT	Hindi-B.N		Maths-DM	S.Sc-IS	Ass II-M.T	Physical Education
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	S.Sc-Sp D		G.Sc-L.M	Hindi-P.D	En. Sc-L.M	Physical Education
	VI A		Ass-Sk D	Hindi-B.N	Maths-L.M	G.Sc-G.D		Eng-P.M	S.Sc-Sp D	Ass II-Sk D	Physical Education
	VI B		Maths-DM	Comp-J.S	Eng-M.M	Ass-S.A		Hindi-P.D	S.Sc-MT	G.Sc-S.A	Physical Education
TUESDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	G.Sc-S.A		S.Sc-M.M	Elec-B.N/S.D/T.B	Eng II-P.M	Physical Education
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Elec-PD/SD/TB		S.Sc-Sg D	G.Sc-G.D	En Sc-DM	Physical Education
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Elec-PD/SD/TB		G.Sc-S.A	S.Sc-Sk D	En Sc-G.D	Physical Education
	VIII		Eng-P.M	G.Sc-S.A	Ass-MT	Hindi-B.N		Maths-DM	En Sc-B.B	Eng II-Sp D	Physical Education
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	Comp-J.S		S.Sc-Sp D	G.Sc-L.M	Hindi-P.D	Physical Education
	VI A		Ass-Sk D	Hindi-B.N	Maths-L.M	G.Sc-G.D		Eng-P.M	S.Sc-Sp D	Eng II-DM	Physical Education
	VI B		Maths-DM	Hindi-P.D	Eng-M.M	Ass-I.S		S.Sc-M.T	G.Sc-S.A	Ass II-I.S	Physical Education
WEDNESDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	G.Sc-S.A		Sp Eng-R.B	S.Sc-M.M	Elec-B.N/S.D/T.B	Physical Education
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Elec-PD/SD/TB		S.Sc-G.D	S.Sc-Sg D	Ass II-Sp D	Physical Education
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Elec-PD/SD/TB		G.Sc-S.A	S.Sc-Sk D	Ass II-I.S	Physical Education
	VIII		Eng-P.M	G.Sc-S.A	Ass-MT	Hindi-B.N		Maths-DM	S.Sc-I.S	Draw-P.D	Physical Education
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	S.Sc-Sp D		G.Sc-L.M	Hindi-P.D	Ass II-Sk D	Physical Education
	VI A		Ass-Sk D	Hindi-B.N	Maths-L.M	G.Sc-G.D		Eng-P.M	S.Sc-Sp D	Env Sc-L.M	Physical Education
	VI B		Maths-DM	Hindi-P.D	Eng-M.M	Ass-I.S		S.Sc-M.T	G.Sc-S.A	Eng II-MM	Physical Education
THURSDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	G.Sc-JP/SK		Elec-B.N/S.D/T.B	S.Sc-M.M	Ass II-M.T	Physical Education
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Elec-PD/SD/TB		S.Sc-Sg D	G.Sc-G.D	Eng II-M.M	Physical Education
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Elec-PD/SD/TB		G.Sc-S.A	S.Sc-Sk D	Eng II-Sg D	Physical Education
	VIII		Eng-P.M	G.Sc-S.A	Ass-MT	Comp-J.S		Maths-DM	S.Sc-I.S	Hindi-BN	Physical Education
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	S.Sc-Sp D		Hindi-P.D	G.Sc-L.M	Sp ENG-P.D	Physical Education
	VI A		Ass-Sk D	Hindi-B.N	Maths-L.M	G.Sc-G.D		S.Sc-Sp D	Eng-P.M	Sp ENGLISH	Physical Education
	VI B		Maths-DM	Hindi-P.D	Eng-M.M	Ass-I.S		S.Sc-M.T	G.Sc-S.A	Env Sc-G.D	Physical Education
FRIDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	G.Sc-JP/SK					
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Elec-PD/SD/TB		S.Sc-M.M	Env Sc-G.D	Ass II-M.T	Physical Education
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Elec-PD/SD/TB		G.Sc-G.D	S.Sc-Sg D	Ass II-Sp D	Physical Education
	VIII		Eng-P.M	G.Sc-S.A	Ass-MT	Hindi-B.N		G.Sc-S.A	S.Sc-Sk D	Eng II-Sg D	Physical Education
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	S.Sc-Sp D		Maths-DM	S.Sc-I.S	Draw-B.N	Physical Education
	VI A		Ass-Sk D	Hindi-B.N	Maths-L.M	Comp-J.S		Hindi-P.D	G.Sc-L.M	Draw-P.D	Physical Education
	VI B		Maths-DM	Hindi-P.D	Eng-M.M	Ass-I.S		Eng-P.M	S.Sc-Sp D	Draw-P.D	Physical Education
SATURDAY	X		Maths-J.P	MIL-M.T	Eng-P.M	Elec-BN/SD/TB		S.Sc-M.T	Sp Eng-B.N	G.Sc-S.A	Physical Education
	IX A		Eng-M.M	MIL-Sp D	Maths-DM	Sp Eng-DB					
	IX B		MIL-I.S	Math-LM	Eng-Sg D	Sp Eng-MP					
	VIII		Eng-P.M	Sp Eng-S.H	Ass-MT	Maths-DM					
	VII		Maths-G.D	Eng-Sg D	Ass-Sk D	Eng II-Sg D					
	VI A		Ass-Sk D	G.Sc-G.D	Maths-L.M	Eng-P.M					
	VI B		Maths-DM	Draw-BN	Eng-M.M	Ass-I.S					

(e)Playground- Rajdhar Bora H.S School has one huge playground which is situated at the back of the first buildings of the school and surrounded by other school buildings. It's the size of a proper football field. In the playground the morning assembly takes place and other games and sports and other outdoor activities takes place. It is surrounded by plenty of trees and bushes. The school authorities take care of the playground very well, cuts the grasses after a period of time cleans the playground as well. New plantations are done around the playground. On the break period students play games in this playground and do other activities as well.



(f) Canteen- on the left side of the entrance of the school there is a canteen for all the teaching staff, non-teaching staff and the students. Students who want to eat and teachers and not teaching staff who want to eat from the canteen can order their food and eat. This is not run by the government so everyone has to pay for their food. The canteen is quite hygienic and spacious and has well ventilation. The kitchen of the canteen is attached to the room where everyone can sit and have their food. It has a seating capacity of at least 20 people, where desks and chairs are provided. Well drinking water facility is there. Although there is no wash basin. There is a dustbin placed just outside the canteen where one can dump their scraps of the food or the wastages.



(g) Library- A well-organized library is there in Rajdhar Bora H.S School. The room where the library is there, is quite airy and well ventilated. Two wardrobes are there in the library where all the books are kept in a very systematic way. The first wardrobe is of three sections. Every book of the library are stamped and numbered and the lists of the books are pasted over the wardrobe, according to which they are kept in a row in the wardrobe so that one can easily find the books they want to study. The second wardrobe is not being organized as the library is shifted from the previous room to a new one so the work is still going on.

Two set of desks and benches are placed just beside the wardrobe so that the learner can sit there and study more comfortably.



(h) Staffroom- Rajdhar Bora H.S school has total of two staff room, one which is being used by the teaching staff during all these years and another one which is just newly built. In the new staff room we were asked to sit during this internship programme. The old staffroom is big in size where total of 40 people can easily sit. The colour of the walls of the staffroom is light pink. And various framed pictures of ex principals, founder of the school and of other great mans are hung in the walls. There is a separate section with chair and table for the vice principal in the staffroom. And others teachers sit in a row on their respective positions. The staffroom is quite furnished and hygienic and airy. In the left top corner of the staffroom there is a wash basin for the teachers. And has various sections of compartment where all the documents and books and papers can be stored. Total of 3 wardrobes is there to store all the official documents. In the walls of the staffroom, the time tables and the academic calendars are being hung. The tables for the teachers are of good quality and each of them has their personal wardrobe which can only be accessed by the respective teachers. The chairs of the staffroom are quite comfortable to sit.



(i) Classroom- There are total of 17 classrooms in Rajdhar Bora H.S school. 7 classrooms for the higher secondary section and 10 classrooms for the upper primary and high school section. These classrooms are distributed in all the sides of the school. The classrooms are big enough to hold the maximum capacity of at least 50 students and some can hold up to 100 students. The classrooms are airy, well ventilated and has power supply in all the classrooms, has ample amount of space. And obviously these classrooms has blackboards, some has both the blackboard and whiteboard. There are fans and lights in every classroom and has plenty of windows for ventilation respective of the sizes of the classrooms. Various charts are hung by the students of the school in their classrooms about the subject matter they are studying or about their syllabus. Desks and benches are quite wide and long enough to sit at least 4 to 5 students at a time.



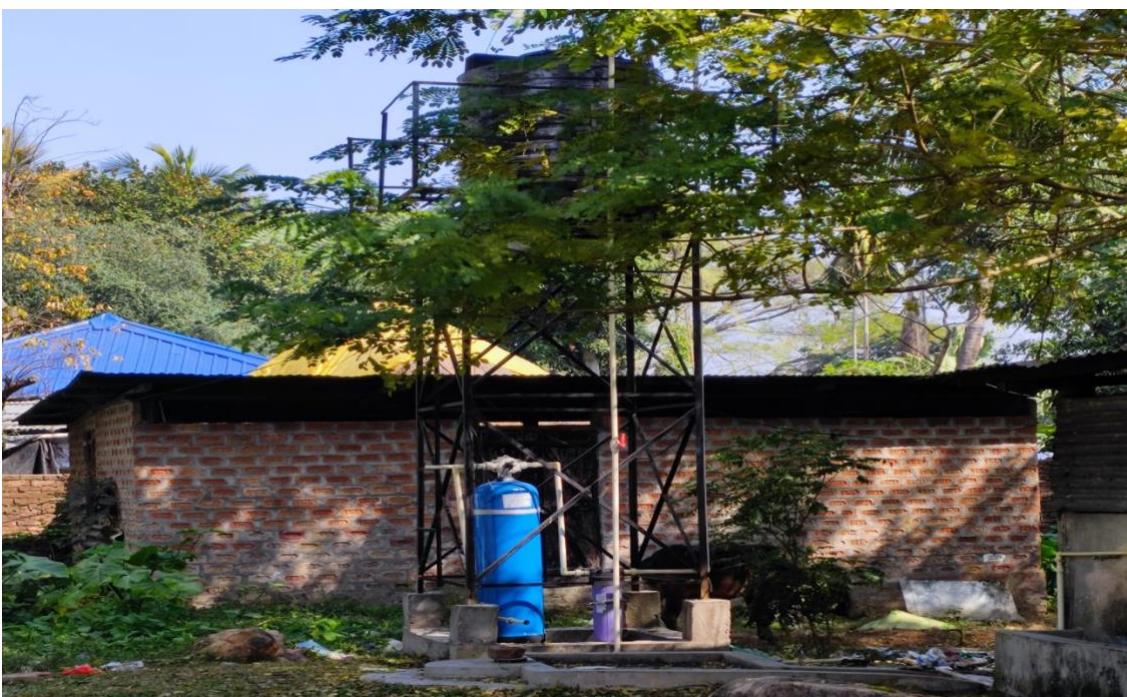
(j) Auditorium Hall- The auditorium hall of the school is big in size. The auditorium hall can easily hold up to 200 people at a time and has a stage in front of the hall. In this auditorium hall every indoor activities are done. The parent teacher meeting, every competition that takes place in the school and the examinations and other meetings are takes place in this hall. We have conducted many activities in this hall like art competition, quiz competition poster making competition, farewells of the class. There are total of 10 windows and 2 doors in this auditorium hall and has 6 fans and 8 lights are there. There is a proper stage where all the teachers can sit and deliver their speeches and also has one blackboard back of the stage. The ventilation system is very good and lighting system is also very good in the hall so that that the students at the last can also watch and see what's happening in the front.



(k) Parent Teacher meeting- Parent teacher meeting plays a very important role in the evaluation of a student's progress. Hence, the school often conducts parent teacher meeting. In the parent teacher meeting every student's parents are invited to school and discuss about their child's progress and evaluation. The meeting is conducted for the progress of both the students and the school. This meeting takes place in the auditorium hall, where every parent gets the chance to talk with the teachers about their children.



(I) Drinking water facility- As there are 667 students in this school so it is very important to provide them clean drinking water. The drinking water facility of this school is very good. There is one drinking water facility in the small kitchen besides the corridor of the school and another one is at the front of the kitchen of the mid-day meal. Both equipped with well filtration processes. And glasses and cups are provided by the school itself to drink water. Moreover there are more water facilities in every corner of the schools like in toilets and wash basins and taps and hand pumps as well.



(m) Grievance redressal system- Grievance Redressal is a management and governance related process used commonly in India. Grievance Redressal System is mandated in government agencies and departments and schools that are directly involved with serving citizens and organizations.

In the school, students or any other school authority convey their grievance to the school directly to the principal or through feedback forms or letters.

In the school for some minor issues students complain to their class teachers and if someone faces some major problem then that is directed towards the principal of the school. And if the school is facing some problems like budget crises or any other official problem then it is directed towards the SMDC of the school and afterwards it is solved by some meeting and discussion.

(n) Union Body- The union body of the school is engaged with different activities in the school. They arrange everything that an event needs to be organized properly. They do their work according to the suggestion and direction of the principal of the school.

The list of the members of the union body is given below-

General secretary-	Palash Baishya
Assistant G.Secretary-	Rahul Das
Cultural Secretary-	Dhiraj Das
Assistant C.Secretary-	Sankar Das
Sports secretary-	Hirakjyoti patowary
Assistant S.Secretary-	Bhusanmoni Lama
Library secretary-	Tahsina Piara
Assistant I.Secretary-	Nurjahan Begum

CHAPTER-5

ACTIVITIES

(a)Extempore Speech-(2ndmarch)- This was the first extracurricular activity that was done by us. We conducted this activity in the first month of our internship programme i.e. on 2nd of March. We did this activity in class vii. We had chosen some topics for the extempore speech which were library, teacher, kaziranga, majuli, etc. And wrote these topics on some small papers and randomly asked students to come and pick one of the papers and deliver their speech on the selected topic. For increasing their curiosity, we also announced them that we will be giving prizes or some rewards to those students who will win the competition. Every students of class vii took part in the competition and did very well.



(b) Art competition- (10th march)- This was the second activity in the second month of our internship programme. We have conducted this competition for all the students of the school from class vi to class x. The theme of the competition was “environmental awareness”. So we asked the students to take their seats in the auditorium hall. They came up with their own drawing equipment and apparatus. The time given for the competition was 2 hrs. Every student gave their best performances and everyone did very well. Along with us all the teachers of the school were present there.



(c) Drama Act- (12th march)- On 12th of march a drama programme was conducted in our school. The teachers of the school also helped us to carry on the drama programme smoothly. It was an outdoor activity and conducted on the playground below a tree. Posters were made from the school, the theme of the drama act was "Nature". A group was made among the students and they practiced many times before act on the stage on the day. Students changed their outlook according to the role they had given. The name of the club of the drama group was " YOUTH AND ECO CLUB OF RAJDHAR BORA H.S. SCHOOL".



(d) Poster Making competition- (12th april)- On 12th of april we had conducted a poster making competition among all the classes . we asked the students to sit in the auditorium hall. There were various topics on which students had to make their posters which were- cleanliness, health and hygiene, bio diversity. We wrote the topics on the blackboard in bold letters. Schools teachers also supported us for conducting such a competition. The time given to the students was 2 hrs.



(e)International Dance Day-(29th april)- On 29th april, international dance day is celebrated. So we the B.Ed. trainees decided to celebrate this day. The theme of the programme was Bihu. We asked the students to submit their names who were willing to take part in the programme. And my other colleagues helped the students to practice their dance acts before two days of the international dance day. The programme took place in the auditorium hall, every member of the school were invited. Every participant did very well and at the last all the teachers of the school and the B.Ed. trainees joined together to dance. And they gave a performance of Bihu dance.



(f) Quiz competition- (20th may)- On 20th of May a quiz competition was conducted by us with the help of the other teachers of the school. This competition was among all the students of class viii to x. Students were asked to sit in the auditorium hall. For making the groups of the competition some general questions were asked to them so that who could answer them, the teams could be made from the students. In this way total of five teams were selected from the students and named them as group-A,B,C,D,E. The marking system was like—"For the direct question the mark was 10 and for the passed question the mark was 5 for each question". This quiz competition was also the part of my Action Research project. Various questions were asked to them from various subject matter like maths, general science, general knowledge, history etc. And I also asked them questions for the last three rounds, and if no team could answer to the questions then the questions were asked to audience and if audience also couldn't answer them, then I used to tell the answers to everyone so that they could know the answers.



(g) Yoga session-(4th june)- This was the last activity that we performed during our internship programme of four months. On 4th of June we conducted a yoga session in our school with the students of class vii. Due to bad situation of the weather we decided to conduct the yoga session indoor. First we warmed up for some time and asked students to follow the steps. After that we practiced the Asanas- Sukhasana, Padamasana, Tadasana, Vrikshasana, Vajrasana and surya namaskara.



(h) Observation of peer teacher's teaching- Its also a very important factor in internship programme to watch peer's teaching. Here two peers are engaged in a classroom situation and watch each other's teaching. I have watched many classes of my peers while they were teaching. Peer teaching helps to develop more teaching skills. Especially I have watched peer's teaching in the subjects which are not my subjects as method. So, It helps to increase the overall learning. I have watched the teaching of social class of one of my colleagues. I observed that the teaching techniques and skills are somehow little different from the teaching of science and mathematics. In social class narration and dictations are majorly used , that's something I have got to know from peer teaching in the social class. And my other colleagues also watched me while I was taking my mathematics class.



CHAPTER-6

ROLE OF PRINCIPAL

The principal of Rajdhar Bora H.S. School is Mr. Jayanta Kumar Patgiri. He takes every decision in the school but under the acceptance of the SMDC.

- He supervises teachers and education staff and keep track of student's performance.
- He ensures that school facilities remain safe for students and faculty and plan regular maintenance of school grounds and equipment.
- He researches and acquires new materials and resources to improve the experience of both students and teachers.
- Sets performance objectives for students and teachers.
- Implements and monitors school policies and safety protocols.
- Overviews administrative tasks.
- Manage school logistics and budgets.
- Presents data from school performance to board members.
- Handles emergencies and school crises.
- Organizes school events and assemblies.

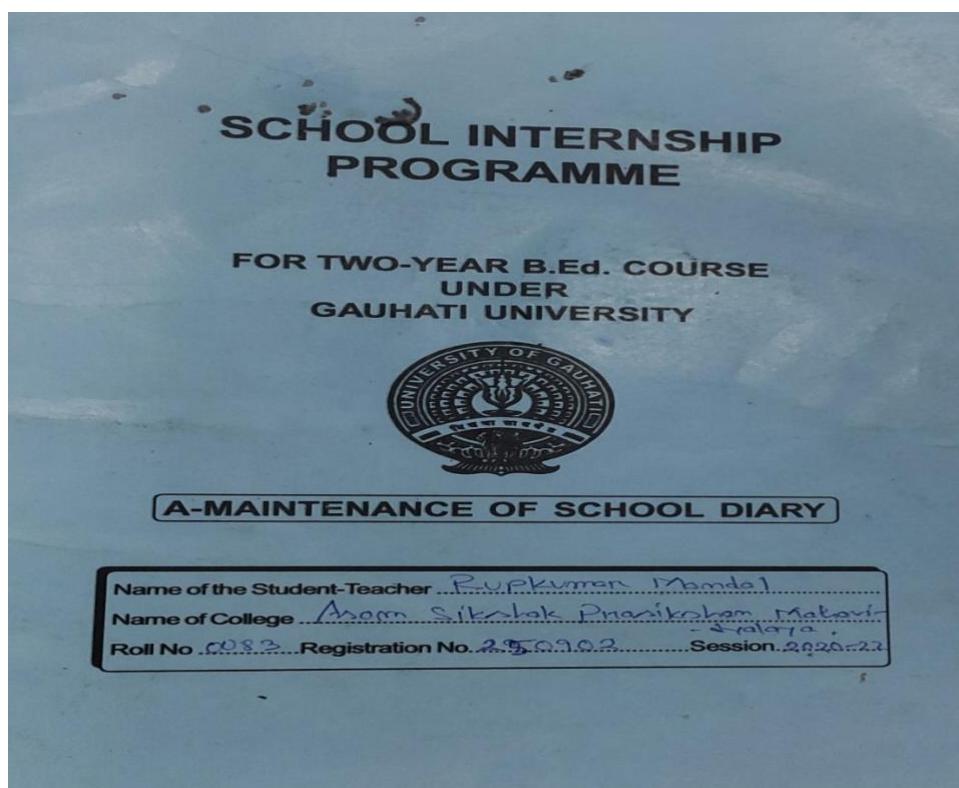
CHAPTER-7

MAINTENANCE OF SCHOOL INTERNSHIP DIARIES

All the students are provided with four internship diaries before going to school for internship programme. These diaries has total of 30 pages in each and has a front page where we are to write our names, rollno., session and registration no. and the name of the college. After that on every page, on the top left corner, we have to write every month's name and date and the name of the school. At the very last there are two extra sheets of pages where we have to write the summary of the month's diary.

In these diaries we have to write every classes that we take, every activities that we perform and it should be maintained regularly and after the month's ending we submit these diaries to our respective supervisors.

These diaries help student trainees a lot as we can easily find anything that we had performed or done in the school from the record of the diaries. These diaries also help in conducting the action research project and also in writing the internship report.



CHAPTER-8

CONDUCTING ACHIEVEMENT TESTS AND PREPARATION OF BLUEPRINTS

Conducting achievement test is a very important part of the internship phase. From that we, the students trainees can get the information of how far we have been to our goals of teaching in the school during the internship phase. Achievement tests help us to evaluate our teaching skills and techniques as well as student's performances.

As per our guidelines we have to conduct two achievement tests, 1st after completing some part of the syllabus and the 2nd one after a period of time again after completing some another part of the syllabus or from the rest of the syllabus of the 1st achievement test.

I have conducted my 1st achievement test on 9th of May in class ix in the mathematics subject. The test was of 25 marks where I had set the question paper from the chapters that i had taught them.

Maximum of the students did very well in their test and some students somehow failed in doing well. So I had motivated the students to do well in their upcoming 2nd achievement test.

The type of questions that were set in the question paper of the 1st achievement test are-

- Objective type questions.
- Very short answer type questions.
- Short answer type questions.
- Essay type questions.

The motive of the achievement test by using these type of questions were to test their- **knowledge, understanding, skill and application.**

Then I have conducted my 2nd achievement test on 29th of may with some of the same syllabus from the 1st one and with some other syllabus. This time I could easily see that the students who were

failed to do well in the 1st achievement test, did very well in the 2nd one.

According to the question papers the two blueprints were made. Blueprint of a question paper shows the total no. of questions in the question paper, the total no. of marks and no. of marks in each type of questions and percentages of marks in each type of questions and the difficulty level percentages of the whole question papers. The sections that a blueprint has are-

- Weightage to objectives.
- Weightage to form of questions.
- Weightage of content.
- Difficulty level.



CHAPTER-9

UNDERTAKING ACTION RESEARCH

Action research is a form of applied research aimed at finding solutions to a local and immediate problem. This type of research is not concerned with development of theories or generalizations. The findings of action research are to be evaluated in terms of local applicability and not in terms of universal validity.

In an action research project a group or a practitioner identify a problem, make a plan and act on that plan to resolve it, examine how effective their actions have been, and if they are not satisfied with the results, repeat the cycle for better solution.

I have undertaken my action research on the topic "**A study on the problem of lack of communication between the teacher and the students of class ix in mathematics subject of Rajdhar Bora H.S School”**

I have noticed this problem in the class ix during the very first days of my internship programme. It was a very serious problem as without communication the teaching learning process is quite meaningless and communication is a vital tool of teaching learning process.

So I set my objectives to work and solve the problem. These are-

- To find out the reasons why students face problem in communicating with teachers.**
- To enable the pupils to develop confidence to talk freely with teachers.**
- To suggest remedial measures to solve this problem.**

To find out the causes of the problem I have conducted a pre-test where I gave a questionnaire to the sample and from the questionnaire and from the observation tool I have collected the data, which are the main reasons for the lack of communication between teacher and students. After that to work on the causes of the problem I have applied some remedial measures keeping in view of my objectives and hypothesis.

The hypotheses are—

- It is assumed that by using interesting teaching aids the communication can be build up more.
- It is assumed that if the students are provided with the opportunity to speak in front of the class so that they can develop more confidence to talk with teachers.
- It is assumed that if all the remedial measures are applied, the problem can be solved.

After applying all the remedial measures, I have conducted one more post-test by using the same questionnaire and after collecting the data I could easily see the improvement in the sample of the students by analysing the data and also from their behaviours and performances in the classroom.

CHAPTER-10

CHALLENGES FACED DURING INTERNSHIP

Though I have enjoyed my internship phase but yes I did face some challenges during this internship phase. These are not any major issues but yes I have to include here as the chapter says. Some challenges that I have faced during this internship phase are mentioned below-

- Communication problem-** The communication is not as very big issue, the school is only 5.8 k.m. ahead from my home and the route is also straight there is no break journey till the school . But the frequency of the vehicles that come to the pick up location is very less that means very less vehicles go that way and that too the ones that come, come with fully packed with passengers. So this has been one of the problem that I have faced during this internship phase.
- Large classroom size-** As there are total of 667 students so every class holds minimum of 40 students and maximum up to 65. So the classroom sizes are quite big. For that as a teacher I had to shout more so that the students at the last could easily hear me. It needs more energy which ultimately makes a teacher tired.
- Medium of instruction-** As the school is in the medium of Assamese. So, at the beginning it was a quite challenging part for me as the terms in the textbooks of mathematics and science are in assamese and I was unable to pronounce those correctly. Because compared to the assamese terms,, the English terms of those are quite easy and can relate to the topics easily. So I was used to English terms rather than the assasmese terms. But gradually by the time I grasped those and later on I didn't find any difficulty to pronounce and read.

Besides all these challenges I was able to end my internship session very smoothly and also gained many knowledge and experiences from these challenges.

CHAPTER-11

EXPERIENCES GAINED THROUGH INTERNSHIP

I have gained lot of experiences during this four month internship phase. This fourth months helped me a lot in building my personality and many more which I have mentioned below-

- **Self-confidence-** Earlier I was a quite introvert person. As I have entered to the Rajdhari Bora H.S. School so I have met many people starting with the huge no of students to all the teaching and non-teaching staff. So gradually I have developed more self-confidence. Though the students are quite younger than me in age, yet one should maintain good confidence in front of them. So, I have developed that self-confidence also to teach in front of a huge scale of students.
- **Controlling classroom situation-** As I have been to this school on every working days for doing classes and I had allotted regular classes in class ix and x. So by doing all these classes during this four month I have got the skill to control a crowded and chaotic classroom situation. Which will help me throughout life in future if I got the chance to be a permanent teacher in a school.
- **Conducting of exams-** Conducting the achievement tests or the examinations was really a task for me for the first time in a real classroom situation. But in the pre internship phase we have practiced the making of the blueprints and question papers. So, it was very helpful for me and I conducted my two achievement tests in a very well manner and gave duty also. And I have given duty to the examinations that were conducted by my other colleagues also. So I have got the proper idea of how to conduct an examination and how to control the examination situation.
- **Organizing events-** During this four month of internship I have organized many events and conducted many activities. So now I have experienced in organizing these events. Conducting these events will also help me in the future teaching sessions in a school.

CHAPTER-12

MY CONTRIBUTION TO THE SCHOOL

As I am now pursuing my B.Ed. degree and not a permanent teacher in any school or institution so it's quite tough for me to contribute some physical things or some financial contribution. So whatever I have contributed to the school , I have mentioned below-

- Quality time-** I have given my valuable time during this last four months in the school. I was punctual enough in the school, did my classes properly, attended meetings and conducted events and activities by giving my time to the school.
- Quality classes-** During my internship phase I have done many classes which I was allotted and I have also done many proxy classes of the absent teachers. I have shown the students many teaching aids and models so that I can improve the quality of the classes .
- Official work-** we helped the school in many official work like in Gunotsav's official work, writing registers, writing the names of the students in the registrars, making wall magazine, managing some official data etc.
- Extracurricular activities-** we have done many activities in the school like poster making competition, art competition, extempore speech, quiz competition, dance competition which will ultimately lead to increase the student's extracurricular skills and knowledge.

CHAPTER-13 **CONCLUSION**

The four month internship programme has been a great experience. I never expected that this would be so much interesting. The students of the school are very good and co-operative and also the teaching and non-teaching staff of the school are very supportive. I am privileged to work in this school for the last four month. I have gained so much knowledge and experience from all the teaching and non-teaching staff and also from the students . it was a very good journey in my life till now, and I will miss this school a lot.

This school gave me confidence to be a good teacher in future. This school taught me many things, how to implement and organize events and activities how to conduct tests, how to control a chaos classroom situation, how to control students, how to solve a problem or an issue smoothly, how does official work are done in school in a systematic way etc. I will always be in debt for the “**Rajdhar Bora H.S School**” in terms of experiences, knowledge, skills.

PHOTO GALLERY



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SCHOOL INTERNSHIP PROGRAMME FOR TWO
YEAR B.Ed. COURSE
UNDER GAUHATI UNIVERSITY



B-Report on Internship Experiences
Month- February to June 2022

Submitted by-
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B.Ed. 2nd year of 2020-2022
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CERTIFICATE

This is to certify that Rupkumar Mandal a student of Asom Sikshak Prasikshan Mahabidyalaya,Lankeswar affiliated to Gauhati University has prepared this report based on the four months experience at Rajdhar Bora H.S. School,Azara for the partial fulfilment of the B.Ed. course. He has completed his work sincerely through field investigation and intensive study relevant to this report under my supervision. He has fully observed the rules and regulations related to the submission of the report which is laid down in the syllabus of the 2 years B.Ed. course under Gauhati University.

I wish him a bright future and all the success in life.

Signature of the Principal
Rajdhar Bora H.S School

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