

SCHOOL INTERNSHIP PROGRAMME

FOR TWO-YEAR B.Ed. COURSE
UNDER
GAUHATI UNIVERSITY



B-Report on Internship Experiences

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- **INTRODUCTION:**

An internship program plays a vital role in the field of teacher training education programs. The internship program in B. Ed. Course is designed to provide students with practical experience and knowledge related to the field of education. The purpose of the internship is to apply the theoretical concepts learned in the classroom to real-life situations in a school setting. The B.Ed. internship program typically includes observation, teaching under the guidance of experienced teachers, and participation in various school activities. Interns are expected to demonstrate professionalism; strong communication the theoretical concepts learned during the academic program and develop professional skills that will help them in their future careers as teachers.

“Internship” is an integral part of B.Ed. program. It is regarded as the pre-requisite for a teacher trainee. The student- teacher has to work as a trainee under the guidance of an experienced teacher of any school. The aim of internship program is to incorporate teaching skills among the student teachers. Internship program is an effective way to give training to the student-teachers about real world of work. It gives them an opportunity to integrate theory and practice, plan and deliver lessons properly, critically analyses their own and peers teaching styles and improve them in the light of feedback given by supervisors. Through this program they understand the role and responsibilities of professional teachers. Internship program also give them opportunity to understand different aspects of school program and improve their skills and abilities in teaching profession. An effective and improved internship program is required in developing student-teachers personalities as true professionals in the field.

According to the University of Wisconsin-Madison, “An internship is a work based learning experience that involves on the job training to prepare for a future career in a given field, with the emphasis being placed on the development of skills and knowledge pertaining to that particular field of work. A student-teacher intern is expected to gain experience and knowledge and develop vital teaching skills.”

The intern is expected to provide information on the organization, in which he or she worked, description of specific work completed and specific sports and or recreational aspects Relevant to the assigned tasks. The report also provides information on the intern's

communication skills and should indicate critical thinking skills. Since a major part of the intern's experience should be related to either sports or recreation that should be demonstrated in the intern's report.

As an intern of B.Ed. program I joined Auniati high school, Nagaon for my four month of internship program. As a student-teacher, I had to teach General Mathematics and Assamese which were my method subjects from class VI to class X at the mentioned school. It has given me an immense experience covering the school's all round condition and environment. I rendered teaching beside internal and external observations in the school from 2nd February to 31st May, 2023.

The total experience that I had during the internship period in this particular school is going to be presented by me through this brief report regarding academic and administrative environment of the school. I particularly observed various activities which were very important for achieving the educational goal.



A picture of Auniati high school

• **SHORT INTRODUCTION OF MY INTERNSHIP TEAM:**

As a B.Ed. trainee of College of Education, Nagaon of the session of 2021-2023, I got the opportunity to complete four months internship program in Auniati High School, Nagaon. I along with my 8 student-teacher interns have joined the school from 2nd February, 2023. The name of my team members of this program has been provided below –

Sl. No.	Name of the interns
1	Jyotishmita Borah
2	Udit Kalita
3	Bhaskar Jyoti Borah
4	Amlan Bora
5	Nayanmoni Saikia
6	Krishnamoni Bora
7	Munmi Saikia
8	Nirmali Sarkar
9	Niharika Gohain



A photo of all the interns of Auniati High School

• ABOUT THE SCHOOL

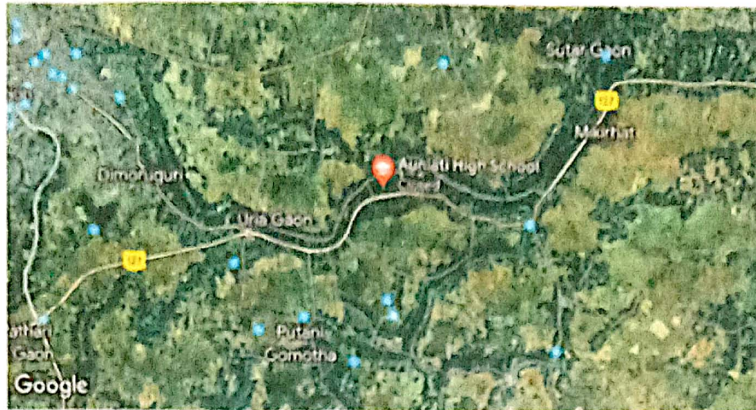
Auniati high school is an educational hub where the teachers are giving their best in developing the students and providing the best quality of education. The school was established in 1964. It is located in rural area. The campus is filled with greenery and suitable to teach and learn. The campus is covered by bricks boundary wall. The entry gate of the school is very attractive. The school has a playground in its boundary.



School Campus with playground

Some general information of the school were presented in the below table –

Name of the school	Auniati High School, Nagaon
Address of the school	Auniati, Nagaon, Assam
Name of the Headmaster	Mrs. Honey Sharma
Number of teaching staff	8
Number of non-teaching staff	3
Medium of the school	Assamese
Timing of the school	9 A.M. to 3 P.M.



Presenting Auniati High School in the map

- **Observation of supervision and monitoring system of the school:**

1. PRAYER AND ASSEMBLY:

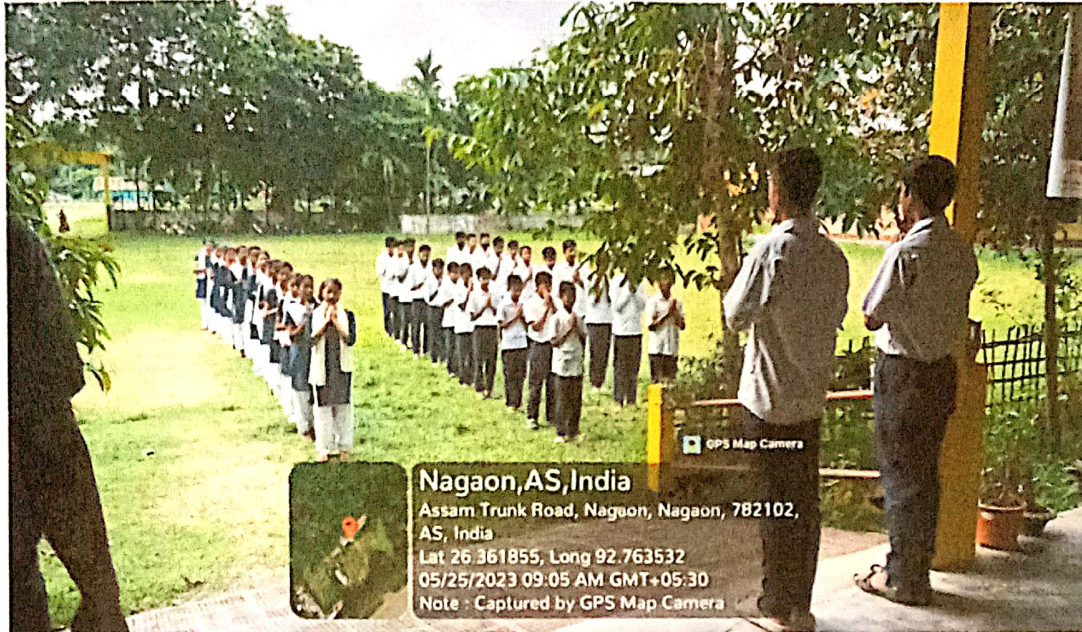
Prayer and Assembly is the most important part of all school program. It is a kind of behavior which is often allied with religion and can be advantageous if practiced in school assemblies when students pray before starting their day at school, it is necessary they look forward to the short of energy which help people contemplate life and balance what comes fort. So prayer develop each individual faith on god which silence helps to gain the confidence to deal with any negative of life. Prayer is also a way to calm the mind and be patience. Standing straight, folding hands, joined feet and everyone aligned to one rhythm- this help as to increase concentration. It is the best way to cool the nerves and uphold normalcy in life.

In Auniati High School, the morning assembly bell rings at 9 am sharp. All the students gather in the field. They stand in different rows in a disciplined manner. The assembly continues till 9:15 am.

The assembly starts with the exercise when the command is given by selected students . Exercise is a must for every student. It makes student feel fresh and energetic. After exercise all the students start to sing the prayer . The prayer is consist of school prayer song "**Najanu Bhokoti ,Najanu Minoti**", State song "**O Mur Apunar Desh**" and National Anthem "**Jana Gana Mana**" .After prayer there is a very important session in which students get opportunity to learn and experience something new. In this session one or two students

presented quotes of great people, some students read the headlines of a newspaper, one student recites poem, one student asks quiz to everyone, another student gives some information regarding general knowledge etc.

The above mentioned every activity are performed very well in the school. Participating in various activities of prayer and assembly I can say that in Auniati High School every activity related to prayer and assembly perform well.



Images of morning assembly

- **SCHOOL MANAGEMENT AND DEVELOPMENT COMMITTEE (SMDC):**

The school management and development committee has a major role to play for the development of school administration. It takes necessary steps for overall improvement of school infrastructure as well as academic and other aspect of a school.

The SMDC regularly visits the school and parents meeting according to the needs of the school for various topics related to the improvement of school are discussed and remedial measures are taken. It maintains all relevant records for recurring as well as non-recurring expenditures that are to be placed before the committee in the meeting.

During my internship period, I observed that the SMDC of Auniati High School actively served for the welfare of the school. Moreover, the committee calls for meeting to prepare agendas for the upliftment of the school infrastructure. They prepare plans for curricular, academic, infrastructural, co-curricular activities for overall development of the school.

The School Management and Development Committee members are constituted as follows

President: Mr. Pradip Kalita

Vice President: Sri Hemanta Bora.

Secretary: Sri Padma Kanta Saikia .

Teacher members: a. Mrs. Preety moni Sharma

b. Mr. Nitu Hazarika

c. Mr. Atul Borah

d. Mrs. Dipti Mahanta

Guardian Members: a. Mr. Rana Saikia

b. Mrs. Jyoti Saikia

c. Mr. Bolin Sharma

• TIME – TABLE PREPARATION:

Time table is a mirror that reflects the entire educational programme followed in the school.. it eliminates wastage of time and energy both of the teachers and students. Time table gives a clear vision and comprehensive picture of school activities i.e. what is being done during which period, where, by whom and when.

In Auniati High School all the teachers, students, Headmistress and other teaching staff follow a fixed time table. In preparation of time table of the school is given consideration in fulfilling physical, social, psychological needs of the students. The school time table is also well prepared in ensuring not allotment of too much or too less work to one teacher. All the activities are done as the set time table. Below are the schedules of class time:

Morning assembly - 9:00am to 9:15am

1st Period - 9:15am to 10:00am

2nd Period - 10:00am to 10:45am

3rd Period - 10:45am to 11:30am

4th Period - 11:30am to 12:15pm

Lecture - 12:15pm to 12:30pm

5th period- 12:45-pm to 1:25pm

6th Period - 1:25pm to 2:05pm

7th Period - 2:05pm to 2:45pm

During internship period I have observed that each teacher is assigned subject they are qualified to teach. The time table of the school provides remedial periods to the teachers to increase students learning and to take extra care of the backward students to develop their learning.

There is a fixed time table in Anisati High School for every activity and accordingly activities are done as the set time table. The time table of the school is well prepared which ensures a balance distribution of work to each teacher and it also prepared in keeping in view to fulfil mental, social, physical needs of the students.

• **GRIEVANCE REDRESSAL SYSTEM:**

Grievance Redressal System is part of the machinery of any administration. No administration can claim to be accountable, responsive and user friendly unless it has established an efficient and effective grievance redress system. This system of an organization is the gauge to measure its efficiency and effectiveness as it provides important feedback on the working of the administration.

In Auniati High School, grievance plays a great role. The headmaster and the vice headmistress ma'am are actively participated in it. There is also a student's body that can put forward the problems faced by the students to the school head. In the parent- teacher meeting often this grievances are raised and suitable solutions come into play.

- **OBSEVATION OF STUDENTS' UNION ACTIVITIES:**

A students' union is a student's organization present in many high schools, colleges, universities. Students Union and activities promotes students success by offering a variety of programs, activities, services and facilities that, when taken together, represent a well-considered plan for the development of community and school. The team Students Union mostly in schools acts as a medium between college authorities and Students. Students Union stands to solve the problems that are faced by students in schools.

During the internship period I have observed that all members of Students Union of the school are very active. They participated in all the school activities. They help the teaching staff in organization school meeting, functions, co-curricular activities, community festivals, morning assembly etc. Students' Union body tries to fulfil the needs of the students. They behave in a proper way so that they can handle different situations in school a better way. Beside the Student's union, in every class there was a class monitor/ representative who also helps the Union Bodies in their works.

In Auniati High School, the union Body comprising members holding the positions are as follows-

General Secretary – Tushar Ranjan Gogoi

Assistant general secretary - Disashree Nath

Cultural Secretary: Rajashree Saikia

Assistant Cultural Secretary: Hitartha Gogoi

Sports Secretary: Hakim Bei

Assistant Sports Secretary: Rahul Bonia

Social Welfare Secretary: Shailendra Borah Assistant Social

Welfare Secretary: Sibashree Saikia Magazine Secretary:

Angkurima Borah

Boys' common room Secretary: Doli Saikia

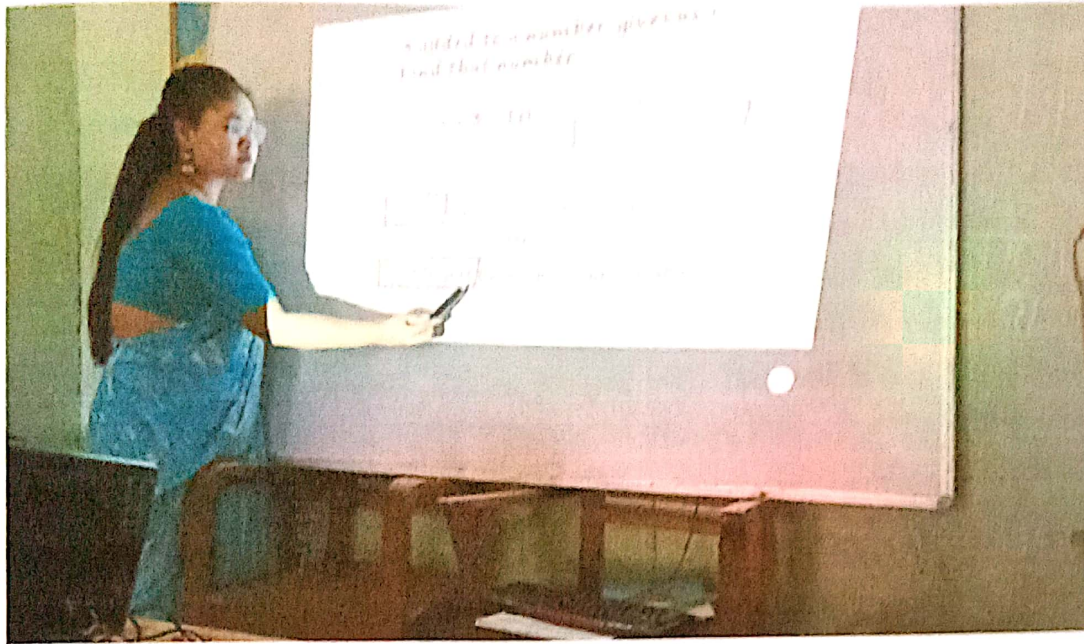
During the internship period I observed that the Union body of Auniati High School participated in all school activities. These are:

1. The members of students' union works as a interacting medium for all students and teachers.
2. In the morning assembly, the class representative and members of union body arrange all students in a disciplined way.
3. Assisting or leading the students in cleaning activities of the school campus, classroom in special events.
4. Helping the teacher in organizing, celebrating events.
5. They also share their view point to different school, classroom and student related issues.

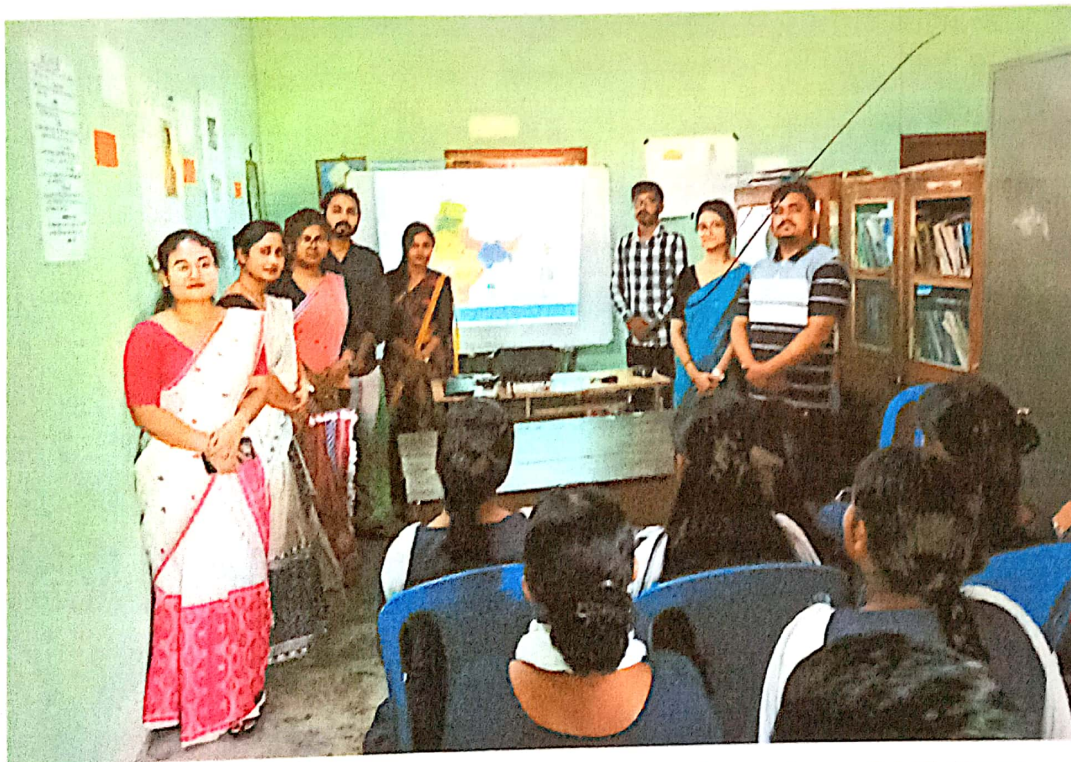
The students' union of the school plays a vital role in school management. All the members of students union of the school work co-operatively. They perform the role very well and work for maintaining school disciplined.

• SMART CLASSROOM :

A smart classroom uses digital teaching methods like videos and audio to attract their students and keep them engaged. They can also provide some advanced technical methods like using virtual reality for experimenting. In Auniati High School, there is a smart classroom with projector for audio-visual experiences.



While doing smart class of class-VIII



In the smart classroom with Dr. Sewali Bora ma'am, associate professor of COE, Nagaon.

- **OBSERVATION OF PEER TEACHERS' TEACHING**

The observation of peer teacher teaching provides the opportunity to the teachers to reflect on and improve teaching. During my internship period, I observed the teaching process of my peer teachers. As an observer, I learnt new ideas and techniques and how to manage a classroom situation. From peer teaching I observed that some teachers are very innovative and creative who uses different creative teaching aids. They introduce a lesson very creatively. Indeed, it was really helpful to improve my teaching style.



An image of observing peer teaching

- **ROLE OF THE TEACHER IN ORGANISING CO-CURRICULAR ACTIVITIES:**

Co-curricular activities are activities that take place outside the classroom but reinforce or supplement classroom curriculum in some way. They are ungraded and do not offer any form of academic credit, but they do provide complementary learning of some form. Co-curricular activities play an essential role in a student's life as they play an important part in enhancing the learning process at school and making it more engaging and fun. The current education system in India is focusing on incorporating co-curricular activities in schools.

The teachers have to perform multi-dimensional functions in organizing and executing co-curricular activities. The teachers of Auniati High School very sincerely take the responsibilities to organize co-curricular activities. They were so enthusiastic and cooperative regarding our activities.

I along with my co-interns organized the co-curricular enrichment program on 15th May, where we organized Art competitions for class 9, 10 and for class 6-8 . The topics were "গছ থাকিলেহে মানুহ থাকিব" and " শুবনি আমাৰ গাঁও খন অতি" respectively. After that in the art and science exhibition students participated with their own creative models. This exhibition was inaugurated by Dr. Sewali Borah and Mr. Smriti Jyoti Goswami, two respected professors of College of Education, Nagaon.

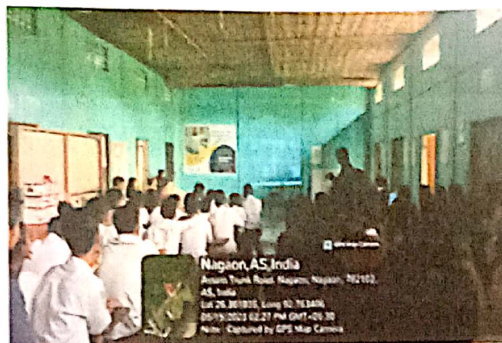
At the end we organized a documentary screening with the help of school projector. We screened the best academy award winning documentary called "The Elephant Whisperers". Then we distributed prizes to the winners of the competitions to motivate them for their creativity.

We also did tree plantations of Bokul and Neem tree in the school yard.

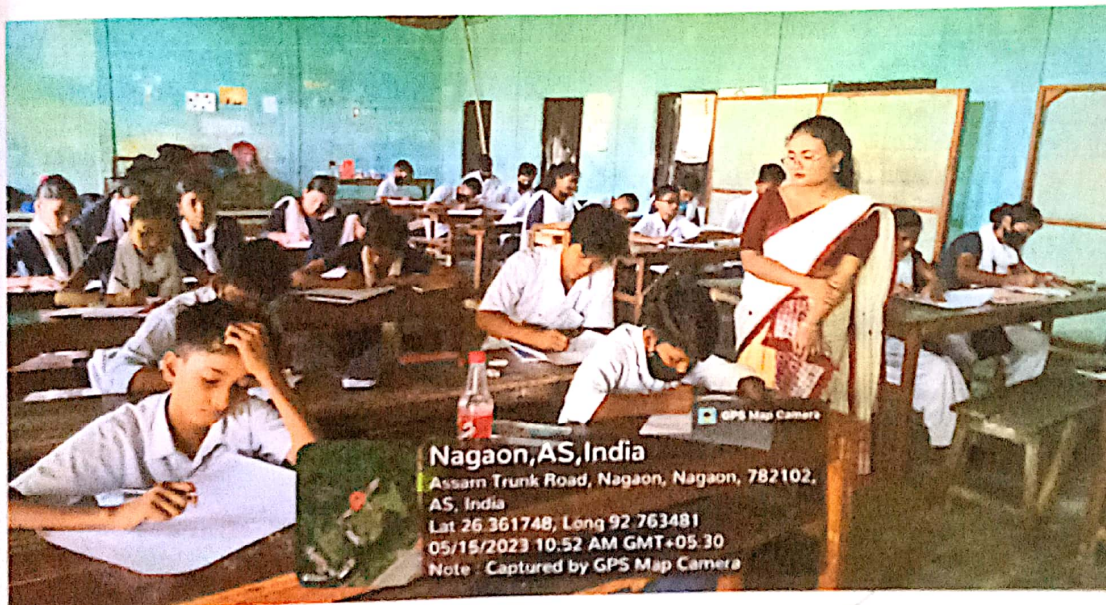
PHOTOS OF DIFFERENT PROGRAMS ORGANISED BY US ARE SHOWING BELOW -



Art and Science exhibiton



Screening Academy award winning documentary "The Elephant Whisperers"



Art competition



With some of the participants and winners of the awrt competition.

• COMMUNITY FESTIVAL:

Community festival is the festival which is celebrated by a community as a whole which is centered around some aspects of the community it may be religion or culture or some other beliefs. The latest trend in education and one of the principles of curriculum is that the education should be community centered. This may create a community adjustment and community awareness. Community is a wonderful curriculum laboratory which provides first hand learning about the way of living. The school and community must work together in the process of education. Both must support each other for the development of both.

Observation of Community Festival at Auniati High School:

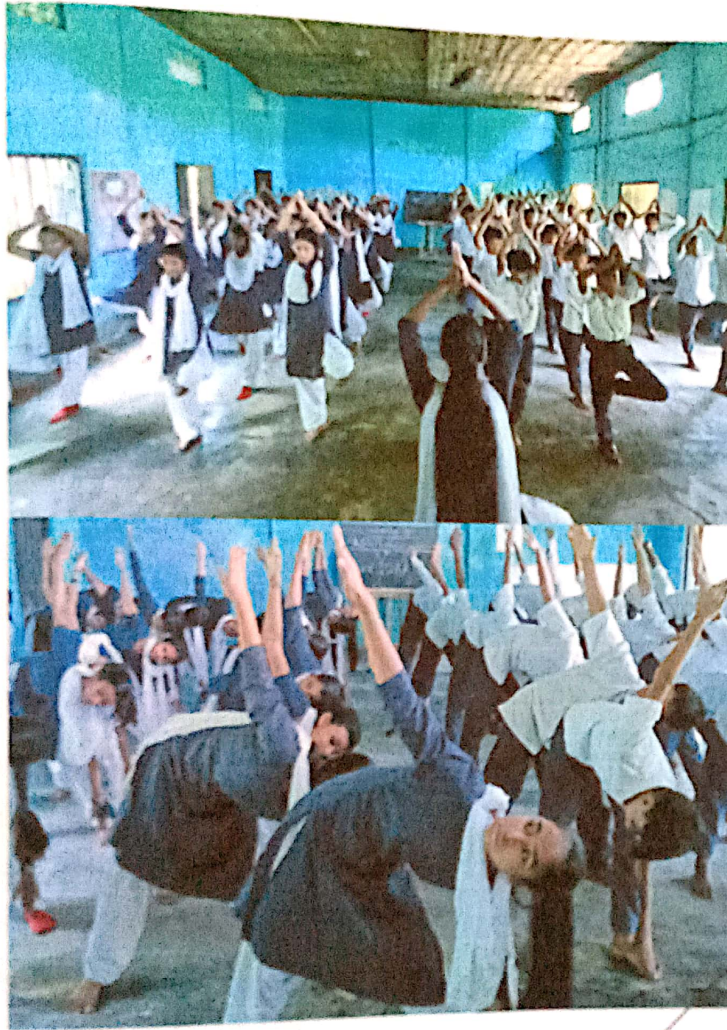
During the four months of my internship period at Auniati High School, I had the opportunity to observe and organize Pre- Bohag Bihu festival (on 12th April). An easy competition on culture and tradition also hold on (12th April). The respected Headmaster let us know that the school observes all the festivals such as Saraswati Puja, Tithi of Sri Sri Sankardev and Sri Sri Madhabdev, Teacher's Day, Children's Day etc as per the guidelines and academic calendar provided by the Education Department of the Assam government.



Celebrating Bohag Bihu at school playground

• Conducting yoga session at school

An Yoga session was conducted at Auniati High School by the Interns to help students for staying motivated to do yoga and exercises regularly. According to the National Institutes of Health, scientific evidence shows that yoga supports stress management, mental health, mindfulness, healthy eating, weight loss and quality sleep. The yoga positions were instructed by Chayanika Borah. A student of class-X. She is a professional yoga trainer, so she instructed the steps and the other students followed her



Yoga session at Auniati High School

• **ROLE OF HEADMASTER/HEADMISTRESS:**

The efficiency of the school depends on the ability of skilled personality, professional experience of the Headmaster/Headmistress. The HM of the school plays a vital role in the administration of the school. He is responsible for the management and day to day operations and business of the school. The headmaster has provided leadership to the teachers and other staff and the student of the school. All the progress of the school depends upon the role of the headmaster. The characters of the HM should have free Frank, strict, Patience etc. He have to maintain a good relationship with teaching and non-teaching staff , students ,SMDC , parents of the student and with local people also have the ability to solve any issue of the school

The name of the headmistress of Auniati High School is Mrs Honey Sharma. She is very active and strict lady. The head of the school observe every day everything for the maintenances of the school. The head observed students discipline, teachers activities and even observe we teacher trainee also. The head not guided only the students and teachers of the school in their activities but also guided us in our activities.

Brief outlines of some major roles played by the Principal of the school are discussed below that I have observed during our internship period. These are:

A. ACADEMIC:

- i. Guiding teachers of their own subjects in particular and others are in general.
- ii. Set the work allotment to the teachers.
- iii. Preparation of school time table.
- iv. Announced prescribed textbook.
- v. See the various registers needed for different purposes in the school.
- vi. Undertake action research program.
- vii. Formulate minimum academic program and institutional plan with the help of her assistant and implement it.

B. SUPERVISION:

- i. Observation of classroom teaching of teachers during working day and provide suggestions.

- ii. Supervise the activities going on in the playground, hall, meetings and workshop both inside and outside classroom activity.
- iii. Supervise the proper use and keep up of school materials. Supervise the behaviour of the students; provide facilities for them to maintain cleanliness of the campus.

C. ADMINISTRATION:

- i. HM takes the responsibility for all that is being done in or by the school.
- ii. Issue necessary orders and get their compliance.
- iii. See that the teachers and pupils attend their duties regularly.
- iv. Ensure human and materials resources of school.
- v. Conduct test, examination of the school.
- vi. Organize Parents-teachers Association.

By concluding I can say that the headmistress of Auniati High School performed her role in school very well so that the smooth functioning of the school is very well maintained.



With the headmistress