



Oriental Education Society's
Oriental College of Education & Research
UGC NCTE Approved, Affiliated to University of Mumbai,
(NCTE Code- 123016)
Adarsh Nagar, Andheri (W)
NAAC Accreditation 'B' Grade

Internship Completion Report

Semester: IV

Batch: 2023–2025

Internship Duration: 5 Weeks

Number of Working Days: 25

Number of Students: 45

Number of Schools: 5 Partner Schools

Objectives of the Internship

- To provide hands-on teaching experience in real classroom settings.
- To apply theoretical knowledge of pedagogy, assessment, and learner psychology.
- To design and deliver lesson plans using varied methods and teaching aids.
- To practice classroom management and effective communication skills.
- To observe school functioning, teaching styles, and student behavior.
- To engage in collaborative teaching practices through co-teaching sessions.
- To maintain reflective practices by documenting experiences and learning.
- To integrate inclusive and innovative strategies in lesson delivery.
- To prepare and evaluate various assessment tools effectively.
- To enhance professional identity and teaching confidence.

Internship Components

1. Teaching Practice

- Each intern delivered a total of **5 individual lessons** in their respective pedagogy subject.
- Lesson plans were prepared using proper format, instructional objectives, and teaching-learning materials (TLMs).
- Reflection after each lesson was documented for self-evaluation and improvement.

2. Reflective Journal

- Daily reflections were maintained on teaching experiences, classroom dynamics, student engagement, and learning outcomes.
- Interns documented challenges faced and strategies adopted to address them.
- Reflections included insights on inclusive practices, technology integration, and NEP 2020 alignment.

3. Co-Teaching with Peers

- Each intern participated in **5 co-teaching sessions** with their peers.

- These sessions promoted collaborative planning, shared responsibilities, peer observation, and feedback.
- Co-teaching models used: One teach-one assist, station teaching, and parallel teaching.

4. Observation and Learning

- Interns observed classes of experienced school teachers and peers.
- Observation notes focused on teaching styles, student behavior, use of AV aids, questioning techniques, and time management.
- Observations were used as learning tools to improve personal teaching practices.

5. School-Based Activities

- Interns engaged in school activities such as morning assembly, remedial teaching, celebration of important days, wall magazine/display board work, etc.
- Opportunities were provided to interact with school faculty, students, and administration.

Documentation and Evidence

- Photographs of lessons, TLMs, and school participation
- Lesson plan copies (approved by school mentor/teacher educator)
- Peer and mentor feedback forms
- Co-teaching lesson plans and observations
- Reflective Journal (Digital/Physical)

Conclusion

The 5-week internship provided an enriching opportunity for B.Ed. students to engage deeply with the teaching-learning process. It enabled them to connect theory with practice, reflect on their growth as educators, and prepare themselves for future roles as **Educators 5.0** – capable, inclusive, tech-savvy, and reflective practitioners aligned with the goals of **NEP 2020**.



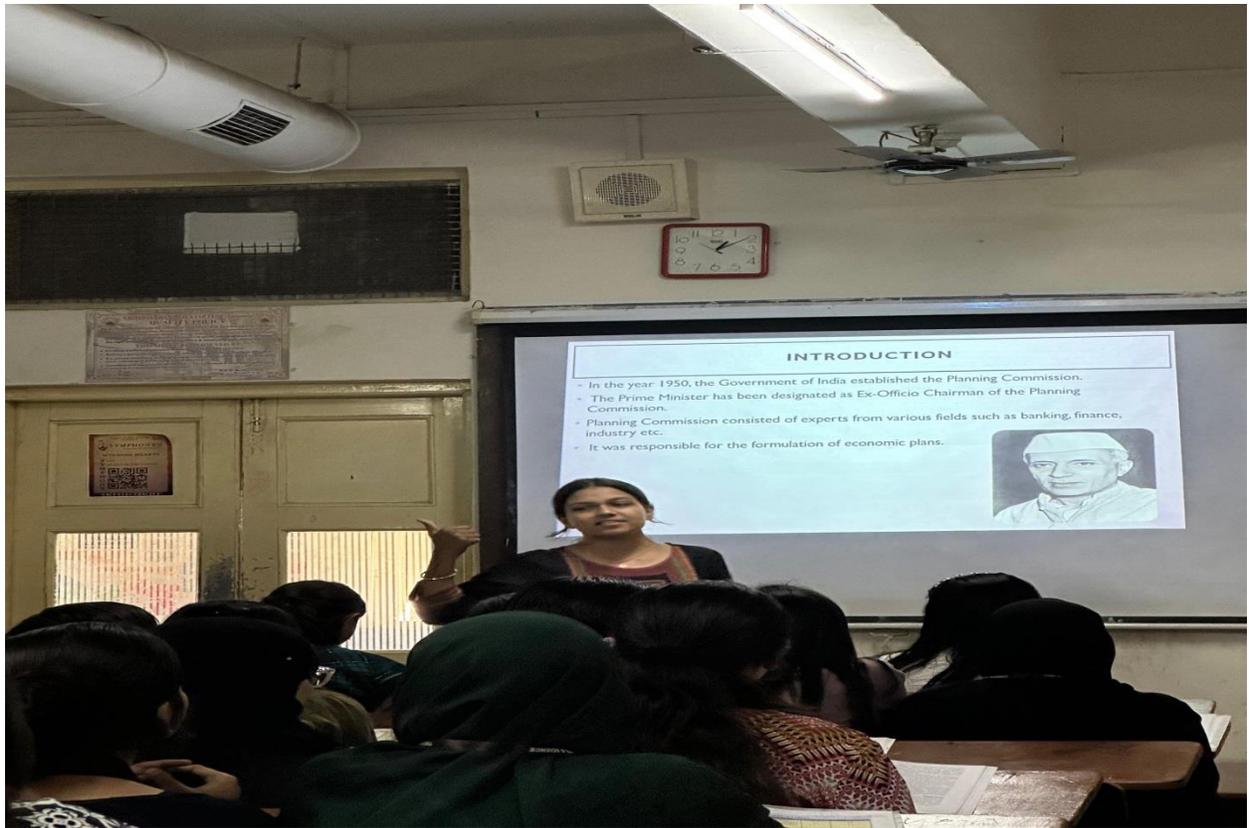
Prepared by: Dr. Vinayak Shinde
Asst. Prof. OCER



Approved by: Dr. Priyanka Pandey
I/C Principal OCER







Internship Permission Letters



Oriental College of Education & Research

Oriental Bldg., New Link Road, Adarsh Nagar, Behind Lotus Petrol Pump, Andheri (W), Mumbai - 400 102.
Tel.: 022-6691 4405 / 06 Fax : 022-6691 4407 E-mail : principal@ocer.edu.in Website : www.ocer.edu.in

Ref. No. OCER/2688/25

Date: 03/02/2025

To
The Principal,
M.T.S. KHALSA HIGH SCHOOL,
Bangur Nagar, Goregaon (W).
Mumbai.

Subject: - Permission to conduct Internship Program for Semester IV of B.Ed.
Students Batch 2023-25.

Dear Sir/Madam,
Greetings!!

Oriental College of Education & Research is affiliated with the University of Mumbai and is recognized by NCTE. As a part of the Practicum requirement of B.Ed. Course, students would be having an Internship Program for Five weeks duration. Our students will come to your school/ college on Monday, Tuesday, Wednesday, Thursday, and Friday. Students would be conducting the following activities during their Internship:

4. Five lessons in opted pedagogy of school subject.
5. Five Peer Co-teaching lessons.

The students will not disturb your timetable and will adhere to the discipline of the school. You may assign any academic work to our students, along with their above-mentioned activities.

Kindly permit us to conduct an internship in your esteemed school/ college.

Thanking you,

Yours faithfully,

Dr. Priyanka Pandey
I/C Principal

PRINCIPAL
ORIENTAL COLLEGE OF EDUCATION
& RESEARCH
Oriental Building, New Link Rd.,
Adarsh Nagar, Andheri (W),
Mumbai-400 102

Only for Anala Nadar & 9 stud
Paris Binali
25/2/25





Oriental College of Education & Research

Oriental Bldg., New Link Road, Adarsh Nagar, Behind Lotus Petrol Pump, Andheri (W), Mumbai - 400 102.
 Tel.: 022-6691 4405 / 06 Fax : 022-6691 4407 E-mail : principal@ocer.edu.in Website : www.ocer.edu.in

Ref. No. OCER/2688/25

Date: 25th Jan 2025

To
The Principal,

Oriental College of Commerce & Management,
Andheri (W)
Mumbai 102

Subject: - Permission to conduct Internship Program for Semester IV of B.Ed.
Students Batch 2023-25.

Dear Sir/Madam,
Greetings!!

Oriental College of Education & Research is affiliated with the University of Mumbai and is recognized by NCTE. As a part of the Practicum requirement of B.Ed. Course, students would be having an Internship Program for Five weeks duration. Our students will come to your school/ college on Monday, Tuesday, Wednesday, Thursday, and Friday. Students would be conducting the following activities during their Internship:

4. Five lessons in opted pedagogy of school subject.
5. Five Peer Co-teaching lessons.

The students will not disturb your timetable and will adhere to the discipline of the school. You may assign any academic work to our students, along with their above-mentioned activities.

Kindly permit us to conduct an internship in your esteemed school/ college.

Thanking you,

Yours faithfully,

Dr. Priyanka Pandey
I/C Principal

PRINCIPAL
ORIENTAL COLLEGE OF EDUCATION
& RESEARCH
Oriental Building, New Link Rd.,
Adarsh Nagar, Andheri (W),
Mumbai-400 102

Received
Permission
Granted.

Internship Completion Letter



Oriental Education Society's

Oriental College of Commerce & Management

Date: 19/03/2025

INTERNSHIP COMPLETION CERTIFICATE

This is to certify that Jyoti Sharma student teacher from Oriental College of Education and Research has successfully completed Semester IV Internship Program in our school / college.

During her 4th Semester Internship from **1 Feb 2025 To 7 Mar 2025** she was exposed to the following activities

- Delivered 5 practice teaching lessons in their Pedagogy Subject -2 English
- Delivered Co-teaching lessons with peers
- Developed Learning resources for school
- Participated and organized various Co-Curricular Activities
- Undertook an Action Research Project
- Maintained a Reflective Journal on internship activities conducted on a daily basis.

We appreciate her/his sincere efforts and professionalism during the Internship Program. She/He showed dedication, good teaching skills and a positive attitude throughout the Internship Program. Her/His association with us was very fruitful and we wish our all the best for future endeavors.

Yours Sincerely,

Name of the Principal
(Designation)

Principal
Oriental College of Commerce
and Management
Andheri (W), Mumbai-400 102.



Seal



M.T.S. KHALSA HIGH SCHOOL & JUNIOR COLLEGE OF COMMERCE

BANGUR NAGAR, GOREGAON(W), MUMBAI - 400 104. PHONE : 2877 4276

Date : 07/02/2025

Mrs. Guna Preethika
Assistant teacher,
Secondary section,
Bangur Nagar.

Subject: Acceptance and Completion of Internship

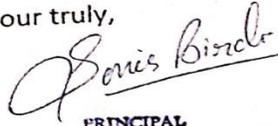
Mrs. Guna Preethika ,

We are pleased to inform you that we have accepted your application for an internship at MTS Khalsa High School. We believe that your skills and enthusiasm will make you a valuable addition to our team.

We confirm that you have successfully completed your internship with us from 10/02/2025 to 14/03/2025.

We wish you all the best in your future endeavors and are confident that the experience and skills you have gained during your internship will be beneficial to you.

Your truly,



PRINCIPAL
M.T.S. KHALSA HIGH SCHOOL
JR. COLLEGE OF COMMERCE

