# Report on

# Internship as a Newsroom Editor at DBC News

By

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An internship report submitted to the Department of English and Humanities in partial fulfilment of the requirements for the degree of Bachelor of Arts in English

Department of English and Humanities

**Brac University** 

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### **Declaration**

It is hereby declared that-

- The internship report submitted is my/our own work while completing a degree at BRAC University.
- 2. The report does not contain material previously published or written by a third party, except where this is appropriately cited through full and accurate referencing.
- 3. The report does not contain material which has been accepted, or submitted, for any other degree or diploma at a university or other institution.
- 4. I/we have acknowledged all main sources of help.

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#### Acknowledgement

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My special gratitude goes to respected Tabassum Zaman and Dr. Mahruba Tasneem Mowtushi for their guidance throughout the process of writing this internship report. I also want to give thanks to Naim Tarique, my supervisor and Chief News Editor (News and Current Affairs Department) at DBC News, for allowing me the opportunity to work under his supervision. Lastly, I only hope that this report will meet the expectations of my faculties, peers, and supervisors.

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# Glossary:

**OOV-** 'OOV' means 'out of vision'- the part of the news we see on channel while the presenter talks in the background. The usual duration of 'OOV's are less than one minute.

**IV**- 'IV' means 'in vision'. It is the part of the news when we can see the news presenter reading the script.

**PKG**- news that is longer than OOV. the voice is pre-recorded by the reporter along with the footage.

*Octopus* - the main software for all the operations of the channel.

**Super**- Headlines for news.

#### Introduction

Even after everything has shifted to virtual platforms in this 21<sup>st</sup> century, television news has not lost its value. Growing up, I have seen my family watch news every day when they were not introduced to terms such as 'YouTube', 'Facebook', 'online streaming' and so on. At present, when everything is one touch away, I have not seen any changes in them when it comes to watch the news on television. Since childhood, the art of presenting news fascinated me, so when I came to know that I can have my undergraduate degree in 'Media & Cultural Studies' under the Department of English & Humanities of Brac University, I simply could not wait.

I have since done all my major media courses to fulfill my undergraduate degree requirement. Courses like ENG 401 (Editing), and ENG 404 (Copywriting). ENG 440 (English for the Print Media), and ENG 465 (Translation Studies) made me feel more connected to the media world and its practice areas. These courses helped me the most to write news while I was doing my internship at DBC News. Courses such as ENG 333 (Globalization and the Media), and ENG 331 (Cultural Studies: Theory and Practice) helped me understand various aspects of both media and culture.

To complete my degree, I was required to do an internship in any organization related to my field of study. After careful consideration, I decided to apply to DBC News Channel as an intern. Fortunately, I got selected to do my internship as a newsroom editor in their international desk. I had no prior work experience in media, yet my colleagues and my supervisor made it so easy to work and learn from them. As a person with an interest in media, both BRAC and DBC gave me an insightful experience of the media world. On one hand, BRAC helped me learn the

theoretical aspects of media, while at DBC News, I had the opportunity to apply those learnings practically.

#### Chapter 2

### A Brief History of DBC News

DBC News started its journey as a 24-hour news channel on 21st September 2016. It is a Bangladeshi, Bengali-language satellite, and cable news television channel, which is owned and operated by 'Dhaka Bangla Media and Communication LTD'. The chairman of the channel is Iqbal Sobhan Chowdhury who is also the former media advisor to our prime minister Sheikh Hasina. He initiated getting the license for the channel from Bangladesh Telecommunication Regulatory Commission so that it can broadcast as *Dhaka Bangla Television*. After that, the television channel started broadcasting the 10 am news as *DBC News*. The head office of DBC News is in Mohakhali, Dhaka. The channel broadcasts news of both national and international affairs in Bangla. The channel also broadcasts English news twice a day. Besides news, they broadcast some other shows such as Talikhata, Manchitro, Rajkahon, Sastho Kotha, and many more which are mostly broadcasted weekly or monthly. The news and shows are broadcasted live on *DBC*'s YouTube channel. Also, the online department of DBC News works 24/7 on their virtual platforms to update the latest news.

DBC News always believes in true journalism which is the key concern of any media platforms on any country. It delivers all original and true news on what is happening in the country. No matter what, I have not seen anyone working in this agency to lose their integrity.



Figure 1: Logo of DBC News

The logo of DBC News is a simple graphic design with its original name and the tag '24/7', which means this channel broadcasts news all day long. The red area signifies the urgency of DBC News to deliver any updates right away to the audience. Sometimes, depending on what time it is, or what types of news they are broadcasting, they add some other tags such as '11 am', 'live' to this logo.

# Chapter 3

# **Organizational Structure**

DBC News's office consists of a total of four floors from 5th to 8th in Ahsan Tower, Mohakhali, Dhaka. Different sectors of the organization such as newsroom, studio, makeup room, footage storage room, producing room are located on different floors. Starting from the 5th floor, after the entrance, the reception is just in front of the door; two receptionists will always be there to assist with any kind of queries. On the right side of the reception there is the HR (Human

Resource) Department, and the cafeteria is just the opposite of the HR Department. All the employees of DBC News can eat in the cafeteria at a cheaper rate; interns can also eat by paying half of what the permanent employees pay. The meeting/conference rooms are also on this floor. There are storage rooms for cameras and other technical stuff on the 6th floor. The panel rooms are on this floor as well where the video editors work on the footage of the news. The videographers are also assigned from this floor to go to any location to collect footage along with the field reporters. Lastly, there are the helpline and IT sectors as well. They are available 24h for any technical difficulty.

The 7th floor is where the main newsroom and studios are. There are two studios, one is adjacent to the newsroom, separated by glass. Another studio is on the opposite of the first one. In the newsroom, there are many desks for newsroom editors who write and edit the news. The desks of national news, international news, and English news- all are there in a round like structure. There are a few producers as well. The Chief Editor also sits in a different booth in the corner from where he can see all the employees. There is also a separate control room where producers and directors sit. The 7<sup>th</sup> and 8<sup>th</sup> floor of the office are structured in a duplex design. The sports department and the online department are on the 8<sup>th</sup> floor. DBC News Agency has more or less 500 employees working in its different sectors starting from newsroom editors, directors, reporters, online reporters, producers, videographers, studio assistants and so on.

## My Tasks at DBC News

During my internship period, I was appointed as a newsroom editor in the DBC News. I was assigned to their international desk which deals with international affairs. The international desk was much smaller than other departments of DBC News. As DBC News is a national channel, it mostly focuses on the national affairs of Bangladesh. There are reporters assigned in every districts of Bangladesh who work for DBC News and they try to find news and deliver it to the office as soon as possible.

As stated before, I had no previous experience in news writing, so the whole process of writing news for television was a challenge for me. All my senior colleagues and mentors were tremendously helpful towards me. From finding news, translating, and overall adjusting with the new place- they helped me whenever I asked for their guidance.

## **Types of News**

Before working on a news channel, every news was the same to me in category. After working on a news channel, I can now differentiate one news from another. In DBC News, there are many terms like 'OOV'/'PKG'/'IV'. 'OOV' means "out of vision" and IV means "in vision". When we watch the news, we see the first part read by a news presenter; in this part, we can see the presenter. But in the next part, the presenter keeps talking but we get to see the actual footage of the content of the news whilst the presenter gives the voice-over of the news. Here, the first part is called 'in vision' or 'IV' and the second part is called 'out of vision' or 'OOV'. In short, during 'IV' we see the news presenter reading the news but not the footage of the news; in

'OOV' we see the news footage, but we do not see the reader, we only listen to his/her voice. My job was to write both the IV and OOV of a news story (broadly discussed in the research part).



Figure 1: My news on Corona Virus

In picture: IV

# A Brief Discussion on Octopus

I was instructed to write the news on a software called *Octopus*. *Octopus* is not accessible through every computer in the office. This software is used to write scripts, edit, store footage, run the news, TVCs, headlines, supers (a small headline; not even a full sentence), and other news-related works. Everything is run and controlled by this software. However, not all employees have the authority to run a news or run a TVC. There are chief editors and producers who are always active on this software to decide the news sequence, TVC sequence and to check

what is being aired on the tv. The newsroom editors are the only people who will write the actual news and then the producers are going to decide when they are going to air it, or how many times they are going to repeat the news depending on the urgency and importance of the news. After joining, the first information they gave me was my Octopus ID and password to get access to the software. Every employee of DBC has an account on Octopus. Usually, the account for internee is called 'trainee'. The first few days, I wrote news scripts in a normal MS file as I did not know how to use Octopus. After some days, two of my senior colleagues- Chaity and Disha taught me how to write news on the Octopus. To write news on Octopus, the first thing I had to do is select the news and then go into the 'International Stories' section on *Octopus* to create a new story tab. Here, I had to write the name of the story or news I was working on so that other editors could see what story I was working on. What happens is, it reduces the chance of multiple people working on the same news story. Also, if the news was not that important, the editors could see and tell me not to work on the story. My supervisor could also see what news I was writing. Often, I used to write the news on *Octopus* and give editing access to my mentor or whoever was present at that time so that they could check my script and correct it wherever necessary. While writing on Octopus, it shows you the exact time duration of how much time it will take for a news reader to read that part. Generally, the duration of 'IV's is 10-15 seconds, and for 'OOV's, it is 30 to 40 seconds. Within the first 10 seconds, you have to give the whole gist of the news to the reader, thus, this part is quite challenging. The rest of the news is the details and description. I had to keep in mind that, when people watch the news, they sometimes only see the starting and skip the news as it tells them what the news is about. Therefore, I had to be very careful about the starting part, which is 'IV' and what it says to the audience. Octopus is also used for tracking

down every employee's daily work, as it can show the number of news someone has written. From the producers to the news readers, it is an essential component.

#### **Problems Faced While Writing News**

My biggest obstacle during news writing was to fit the whole news within 30-40 seconds. In the beginning, I used to write 'IV's and 'OOV's with a duration of more than one minute, which cannot be aired on tv. My mentor helped me to understand that not everything I read in the source is important enough to be in the news script; it is our responsibility to read and wisely choose what information we want to deliver to the viewers. Choosing the information was not the hardest part, to me, the hardest part was to choose what to exclude from the source news. As example, if I am working on a news on earthquake, the source article might have a lot of record of previous earthquakes, which at that point need not to be mentioned in my news. at first, not only did I use to write every little detail in the script, but also, I used to make the sentences unnecessarily lengthy. To overcome this problem, I sometimes would watch my colleague's work and how they write. Observing their works and the writing style was an advantage for me as it did help me realize how to go through the source and only take what we need in a news; also, how to write the better, concise, compact script for a piece of news.

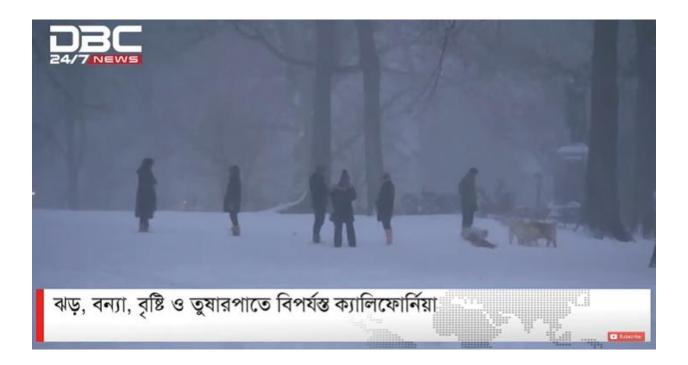


Figure 2: News on California snowfall

For this news, the sources had a lot of extra information and records from the past, which I excluded while writing the headline and the main script.

Another major problem for me was getting used to the writing pattern/ style of the news world. Unconsciously, I used to write in a bookish, formal way. They were more newspaper-friendly writing. What I missed noticing is that the news presentation is done in a formal yet very relatable, minimal, and conversational style. While my mentors used to edit my writing, I saw them rewrite in a very subtle way, using day-to-day transitional words like 'Kajei'- so, 'Jehetu'-as, 'Edike'- on one hand and so on. These may not seem like writing in a news article, but in the news presentation, the presenter's way of delivery and tone makes it sound very natural and relatable. This is something I had to work on carefully. This style of writing makes the news more lively and less bookish.

### **Typing**

Typing was another factor that I had to struggle with. In my 4 years of university life, I rarely had to type anything in Bengali. I am quite fluent in English typing but when it comes to Bengali, I barely have any grasp. Where it took only 30 minutes to write news for my colleague, it took me more than an hour. After seeing my obstacle, my colleagues suggested me to choose the 'phonetics' of Bijoy software to write the news, which is not permissible for the permanent employees as it is an informal or 'Bang-lish' (writing Bengali using English fonts) way of writing Bengali.

#### Footage of news

The footage is one of the important elements of news. It takes a lot of effort to select the appropriate video for the news, find the video, and merge it with the news. The major part of this segment is done by the panel members. There are a total of 8 panels in DBC; panels are specially designed rooms where the footage cutting and editing are usually done. After writing the news, I had to search for the video footage on the internet. Now, DBC News has an agreement with Reuters, which is a renowned news agency, to use their footage. DBC News has a special site of Reuters from where I can download their videos or pictures. Then, I can directly use it in my news and there will be no copyright issues. This Reuters site is similar to Google.

### **Final News**

There will always be producers in the newsroom where we all work together. Once the script was ready, and the footage was ready, I had to go to one of the producers who was available and tell him/her that I needed a panel to cut the footage. He/she will then give us a panel number which is free at that moment. If all the panels are busy, he/she will tell us to wait

for a few moments. This used to happen a lot at the last minute of any news hours. There was always a rush at the last moment, running from panel to panel. After getting a panel number, I had to go down one floor, which is the sixth floor, and go to the respective panel room. Once I save a video on my computer in the newsroom, it can be accessible by every other computer in DBC News. The editor then used to edit the video according to my news script. It will focus on things that are written in the script. The length of the footage will depend on the duration of my news. If the news is 30 seconds, the footage can also be 30 seconds. In some cases, the footage is so important that it crosses the duration of the news by 2-3 more seconds, which is completely fine. If the footage is older, I had to tell the editor to add a 'file footage' tag on the corner of the video. Sometimes, there were no relatable videos or footage for a news, in that case, all I did was download images related to the story content of the news and tell the editor to do a 'graphics card'. In the 'graphic card', it will show the images sequentially while the newsreader presents the news. After everything is done, it is then the producer's job to decide when he wants to air the news. I used to write one news article per day in the beginning, and near the end of my internship, I used to write more or less 3 news articles per day.



Figure 3: News on Russia-Ukraine war

In picture: 'super' (headline for a news)

News such as this one does not have enough footage on the internet. For covering war related news, there might be no suitable or actual videos of the war. In that case, we can compile some pictures and edit them to make a 'graphics card' and use it in the news.

#### Research

One of the main tasks of writing news is researching. As a Bengali channel, DBC News mostly focuses on national affairs. DBC News reporters do visit foreign countries for special news such as cricket or football matches, new year celebrations; but to get international news on a daily basis, the newsroom editors depend on the international news sources.

One of the main international sources that we (the newsroom editors) follow is *Reuters*. It gives us the quickest and most authentic details of the news. Also, DBC News has a contract with *Reuters*, so we can access and use all of their footage and news without getting any copyright issues. Other than *Reuters*, we follow *BBC*, *CNN*, and many other sources as well.

We use sources based on countries as well. For example, NDTV gives the latest updates on India and Pakistan, Geo News also gives the quickest update on Pakistan. Updates for Middle Eastern or Muslim countries are available on Al Jazeera in the first place. Besides, watching other TV channels is also important to see if they are airing any current news.

After deciding on the news, I used at least 2 to 3 different sources and read their information. I also cross-checked the information they were providing to make sure that I was not blindly following any confusing source and giving people the wrong information about a matter. Of course, I double-checked it with my senior colleague all the time to get approval so that I could proceed with writing the news by translating the script. For news that shares details of murders, accidents, or natural disasters, I had to be more careful in choosing what source I followed. I had to cross-check and decide which source was giving the latest numbers of deaths or giving the predictions of a natural disaster.



Figure 3: News on snowfall

## **Application of Course Learnings and Theories During My Internship**

I completed all my required media courses from BRAC University before joining DBC Channel. Materials from courses like 'ENG 401: Editing', 'ENG 465: Translation Studies', and 'ENG 440: English for Print Media' helped a lot during the internship.

# ENG 440- English For the Print Media.

Though the course title suggests that this course focuses on the printed versions of media, still this was one of the earlier courses I have done regarding media, and it helped me define news, what builds news, and its value. As we have learned in the course, the news is information

that is published in newspapers, magazines, journals, and broadcast on radio and television, and circulated in online media about recent events in the country or world or a particular area of activity. We also learned about different news value factors such as consequences, prominence, timelines, proximity, and oddity. If the news has or might have consequences, then it is news material. As an example- if the prime minister of India comes to visit our country and meet our prime minister, this meeting will have some consequences. This can be turned into news. Prominence also means the value of information. If there is a price increase for oil, this must go on the news. Important events like tsunamis or earthquakes have the value of timeliness, which means this news should be reported on time so that it can alert people for further security. Sometimes, when I used to scroll up and down to find suitable news to work on, these are things that I kept in my mind.

### **ENG 401- Editing**

In my internship, my position was 'newsroom editor'. An editor is a person who is in charge of and determines the final content of a newspaper, magazine, writing on websites, or multi books. Editing is the preparation of written material for publication by correcting, condensing, or otherwise modifying it. The roles of an editor are to read copy and proofs to detect and correct errors in spelling, grammar, punctuation, and syntax. She/ he has to verify facts, dates, and statistics using standard reference sources. The description matches the type of work I was doing during my internship. I had to refer to standard sources, detect and correct my mistakes (sometimes with the help of my colleagues), and cross-check the information I have put in my script regarding dates, and facts. And lastly, I had to watch out for my spelling mistakes, there were words in Bengali that were tough for me to write in Bengali font, so I had to translate them into Google translator and then copy and paste them into my main word file.

#### **ENG 465: Translation Studies**

As a newsroom editor, my main task involved a lot of translating from English to Bengali. In the Translation Studies course, we were taught different terms and techniques of translation, also we were taught some theories regarding translation. During my work, I could relate to some of these terms and techniques. What I first noticed is the SL, TL, ST, and TT which we were taught thoroughly during ENG 465. These signs refer to the source language, target language, source text, and target text respectively. Here, my source text ST was always in English which is my source language, and the script I had to write was in Bengali, so my target text and my target language were Bengali as well. Another thing that I could relate to was the types of translation. There are mainly 2 types of translation based on the outcome or in this case the TT. The first one is called 'gist'. Gist refers to the type of translation where the target text is smaller than the source text. In DBC, all of my works fall under gist, because whenever I followed a source, it was very lengthy will all the details and background information as they were written articles. When I had to make news out of the article, I had to think about the duration of my IV and OOV. Since they cannot exceed 1 minute, I had to carefully choose the information which I wanted to include in my news and still compactly deliver the whole story. Another translation type is 'exegetic translation' in which the target text will be a broader version of the source text. Another technique that I often used is 'compensation by merging'. It means a long text is condensed to a shorter length. Sometimes, in case of some news, I had to merge 2/3 sentences and information into one sentence because of the duration. Again, we broadly learned about translating 'loss' and 'gain' in our course which is also related to my job. There were many moments when I did not do word-to-word translation, rather I used to write it in my way. Through this process, some words from the source text might not get translated into the target text, so there can be some translation loss. But as long as we deliver the news effectively, the loss is not that noticeable. On the contrary, sometimes I had to add some Bengali words in my target text which are not in the source text to make the script livelier and more presentable, they were mostly connecting and transitional words. In this case, we experience some translation gains.

#### Theories:

#### **ENG 331: Cultural Studies**

One of the reasons of doing my undergraduate degree in media and cultural studies was to work practically in the media, be it writing news, presenter, or editor. During my internship, there were many times when I could relate the theories I have learned in the media courses to my work and workplace. One of the theories was 'panopticon'. It is one of the earliest theory that we were taught in ENG 331: Cultural Studies course. The theory was proposed by Jeremy Bentham. He was both an English philosopher and a theorist. Panopticon refers to the interiorization of gaze. In the journal article by Jacques-Alain Miller and Richard Miller named "Jeremy Bentham's Panoptic Device" it is said that-

The panopticon is not a prison. It is a general principle of construction, the polyvalent apparatus of surveillance...the panopticon configuration could be used for prisons as well as schools, for factories and asylums, for hospitals and workhouses.

Basically, panopticon is all about a disciplinary concept. It can be thought of as a central observation tower placed in the middle of a prison. From the prison cells, the tower should be visible, however it cannot be identified if someone is watching from the tower or not. It is so that the prisoners think that they are under someone's surveillance all the time even if there is no one appointed at the centre of the tower. Not only in prisons, but it can also be seen in many social

arrangements. Personally, I could relate to this theory while working at DBC News. in the office, I was always under the surveillance of my supervisor in a sense that, he could track my work from his computer. Even if he did not do that, I would still be conscious that he might check if I am working or not. Again, it is his responsibility to keep all his employees under watch so that no one breaks the rules.

Another theory that I would like to mention is 'semiology', which is the study of signs. In Paul Dole's words-

Semiology, it must be said, is but one of a group of words used to denote the philosophical and scientific study of meaning from the viewpoint of its communicability. It is the study of the development and role of signs in society (Dole, 31).

To simply understand and relate to my internship, it can be said that all the media terms that I have discussed fall under semiology. Special terms like 'IV', 'OOV'. 'PKG' can be an example of semiology. From an outsider's point of view, these terms can make no sense, because they only apply to a specific circumstance which is news. moreover, there were some other keywords that were used frequently in the workplace to signify a situation. in Octopus, the letter 'N' signifies that the news is not ready yet. In the same way, 'R' is used to mean that everything is ready, 'S' is to signify that the script is under checking. Furthermore, there are signs like '!', '3!', '5!' in Octopus, which denotes the number of times a specific news is broadcasted on the channel. lastly, a lock sign means that the news is still being processed to get aired.

## **Internship Experience**

The internship was a whole new experience for me. I started my internship journey on 15th October 2022, and completed it on 15th January 2023. I was very excited from the moment I decided that I wanted to do my major in Media and Cultural Studies because it would allow me to work on news channels or newspapers. From childhood, I was fascinated by the idea of presenting news on television. I always wondered about what goes on behind the news presentation, how they read the news, who writes the news and so on. That is why the whole process of applying and joining in this agency was special to me. When I entered the office room where I was going to work, I was amazed by the setup. There were 10/15 TVs, more than 50 computers, a round table where everyone works cooperatively, and at the corner there were my supervisor's, and other senior editors' booths. It was designed in a way so that they can see what the employees are doing. Adjacent to the office room, there is the main studio for news presenting and other shows. It was divided by glass, so we could see everything from our side to the studio. Fortunately, my sitting place was very near to the studio, and I could directly see what it takes to arrange a news show or any other talk show. This excitement helped me a lot to not feel bored or stressed at the office.

I was mentored by my senior colleagues- Chaity, Disha, Samia, depending on who is available on that shift. All of my colleagues were helpful and polite. They were never rude even if I asked for help for the 100th time, they patiently used to teach me a lot of mechanisms of Octopus and airing the news. first few days, I was told to roam around in the office and get introduced to everyone and see how things are done here. There was always some kind of rush in

the office, especially at the last moment before any news hours. It felt like a lively environment to be in. It feels surreal to see that my writings are getting aired and read by a presenter. My communication and interaction skills were surely improved while working. As I had to go to different panel members and producers every day, it was a must to introduce myself and engage in conversations. All of them were very helpful whenever I introduced myself as an intern. I have learned how to do fast research, how to write more fluently, and how to choose footage or pictures for the news. DBC has a very employee-friendly environment. I was instructed to call everyone 'apu' or 'vaia', including my supervisor; in this way, it was easier to connect with someone whom I do not even know. The culture of calling sir/ma'am was not common in DBC. My fear of talking to senior colleagues was gone when I was told to call them 'vaia' or 'apu'. This job has also taught me to be better at time management, as I had to write news in a specific time frame. Surely, not all of the news requires urgency, but news like tornadoes or earthquakes or any other natural calamities did require extra rush and it had to be done in a very short time.

The idea of doing a shift for 8 hours was challenging for me at first. As a 24-hour news channel, DBC had so many different shift options to choose from. I was given 2 options by my supervisor for shifts. One starts at 7 am and ends at 3 am, another one is from 2 pm to 10 pm. I had to be in the office as long as a permanent employee. This 8-hour-long office was a big change for me. I had only one holiday weekly like everyone else which I could take either Friday or Saturday. I used to take my holiday on Fridays.

Overall, this internship has improved me into a better version of myself as a more organized, skilled, and professional person. This experience will work as a root for my future work, I believe.

#### Conclusion

To conclude, though I had many difficulties while working and I had to learn a lot of things by myself as well, it was a fruitful experience for me. Without working in such a professional place, I could never imagine how to do a 9-to-5 job. It has shown me the pressure of a workplace, how to do multi-tasking, how to behave professionally and many more lessons which, I am sure, are going to help me further in future endeavour. I am thankful to everyone from my supervisor to all the stuffs of DBC News for treating me as their own. I could not have done the job so perfectly without such helpful minds. Lastly, this journey has made me nothing but more enthusiastic about journalism and I am grateful for that.

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## **Appendix**



DBC/Intern/2022/006 Date: Wednesday, 19 October 2022

To, Shanzida Shahab Uddin Manager Office of Career Services & Alumni Relations (OCSAR) BRAC University Mohakhali, Dhaka

#### **Subject: Internship at DBC News**

Dear Sir/ Madam,

We are pleased to inform you that we will provide an opportunity to your student **Mst. Kamrunnahar Bushra**, ID no : 19303006, to perform an Internship Program in our News & Current Affairs Department.

The internship program is for 03 (three) months, which will be started from October 16, 2022 to January 16, 2023, under the guidance of Mr. Tarique Mahmud Khan (Naim Tarique), Chief News Editor, News & Current Affairs Department.

Best regards

(Yesmeen Jahanara) Head of HR & Admin

Copies to:

Chief Executive Officer & Editor-in-Chief

Manager, Digital Media

Office File

Figure 4: Appointment Letter

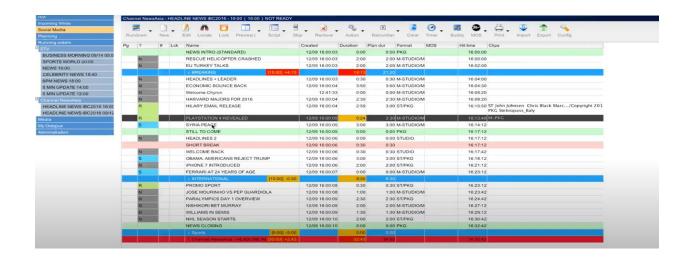


Figure 5: Octopus software on computer



Figure 6: Examples of 'semiology'



Figure 7: My news on new year celebration



Date: Monday, 23 January 2023

#### **INTERNSHIP CERTIFICATE**

This is to certify that **Mst. Kamrunnahar Bushra**, ID No. 19303006, Major in Media and Cultural Studies of BRAC University has successfully completed an Internship Program in DBC News (Dhaka Bangla Media & Communication Ltd.), under the guidance of Mr. Tarique Mahmud Khan (Naim Tarique), Chief News Editor, News & Current Affairs Department, between October 16, 2022 to January 16, 2023.

We wish Ms. Bushra all the best in her future undertakings.

(Yesmeen Jahanara) Head of HR & Admin

Figure 8: Internship Certificate