Internship Experience at *Dhaka Tribune*: Gaining Valuable Insights into the World of Journalism

By

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

Department of English and Humanities Brac University May 2023

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Declaration

It is hereby declared that

1. The internship report submitted is my original work while completing degree at BRAC

University.

2. The internship 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 internship report does not contain material that has been accepted, or submitted, for

any other degree or diploma at a university or other institution.

4. I have acknowledged all main sources of help.

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Ayon Roy
18103017
Supervisor's Full Name & Signature:
Jahin Kaiissar
Lecturer, English and Humanities, BRAC University

Roy iii

Letter of Transmittal

Jahin Kaiissar, Lecturer,

Department of English and Humanities, BRAC University

66, Mohakhali, Dhaka-1212

Subject: Internship report on "Internship Experience at *Dhaka Tribune*: Gaining Valuable

Insights into the World of Journalism"

Dear ma'am,

I am delighted to submit my internship report on "Internship Experience at *Dhaka Tribune*:

Gaining Valuable Insights into the World of Journalism" to you. Working under your

supervision has been an honor for me, and I am grateful for the knowledge and skills I have

obtained throughout my internship period.

I have made the effort to deliver a comprehensive report that includes valid and essential

information and proposed hypothesis in a clear and intelligible manner. I have attempted to cover

every aspect of my internship experience, and I hope the report appeases your expectations.

Sincerely,

Ayon Roy

Student ID: 18103017

Department of English and Humanities, BRAC University

Non-Disclosure Agreement

This understating is made and entered into by and between <i>Dhaka Tribune</i> and the undersigned		
student at Brac University named Ayon Roy for the commitment to avoiding the unapproved		
divulgence of confidential data of the organization.		
Dhaka Tribune		
Ayon Roy		

Acknowledgement

I would like to take this opportunity to express my heartfelt appreciation to the faculty members of BRAC University's English and Humanities Department for their tremendous support and guidance during my undergraduate education. Their unwavering support to their students' personal and intellectual development has been important in establishing my professional goals.

Furthermore, I would like to thank my supervisor, Jahin Kaiissar, for her excellent guidance and continuous support throughout my internship. Her advice and help were invaluable to my professional progress, and I will be profoundly grateful for the information and experience I obtained under her supervision.

In addition, I would like to thank Mr. Nafiu Nabil and Mr. Mahobub Hossain Foisal for their proper guidance during my internship at the *Dhaka Tribune*'s Central Desk. Their instructive suggestions and criticism were invaluable in helping me overcome the workplace obstacles. I am deeply appreciative of their help and support.

I was given the opportunity to acquire a ton of information and hands-on experience in the area of journalism during the three-month internship at the *Dhaka Tribune* Central Desk. I began my internship with concerns, but as time progressed, I grew more passionate and engaged to my profession. This joy would not have been possible without the love and support of my parents, who have been my pillars of strength my entire life. I would like to take this opportunity to thank them from the bottom of my heart for their unwavering support.

Table of Contents

Declaration	ii
Letter of Transmittal	iii
Non-Disclosure Agreement	iv
Acknowledgement	v
Table of Contents	vi
Glossary	vii
List of Figures	viii
Chapter 1: Introduction	1
Chapter 2: An Introduction to <i>Dhaka Tribune</i>	3
Chapter 3: Organizational Structure	4
Chapter 4: My Work as an Intern at Central Desk	7
Chapter 5: Uploading E-paper	14
Chapter 6: Writing Articles	19
Chapter 7: Theories and Techniques of Media and Cultural Studies	20
Chapter 8: Conclusion	23
Works Cited	24

Glossary

SF- Stand first, works as a teaser for news in social media post and also broaden the headline

CMS - Content Management System

Byline - Author's name

SEO – Search Engine Optimization

List of Figures

Figure 1: Screengrab of the official Google Drive Folder of <i>Dhaka Tribune</i>	8
Figure 2: Screengrab of a revised article	9
Figure 3 Screengrab of <i>Dhaka Tribune</i> CMS	10
Figure 4: Screengrab of <i>Dhaka Tribune</i> CMS	10
Figure 5: Screengrab of <i>Dhaka Tribune</i> CMS	11
Figure 6: Screengrab of <i>Dhaka Tribune</i> Image Gallery	12
Figure 7: Screengrab of <i>Dhaka Tribune</i> CMS	12
Figure 3: Screengrab of <i>Dhaka Tribune</i> E-paper	15
Figure 9: Screengrab of Adobe Photoshop import screen	16
Figure 10: Extracted images from the pdf file	16
Figure 4:Screengrab of <i>Dhaka Tribune</i> E-paper	17
Figure 5: Screengrab of <i>Dhaka Tribune</i> E-paper	17

Chapter 1: Introduction

Throughout my formative years, I possessed an instinctive curiosity for the acquisition of knowledge. As a young child, my intrigue for reading books was ignited, as I became captivated by the intricate and evocative nature of language. My fascination with English language only grew strong when I learned how words have the ability to convey complicated concepts and emotions. As I delved deeper into the world of literature, I came to the realization that the English language served as both a medium of communication and a reflection of culture and history. Therefore, I opted to pursue my academic ambitions at BRAC University's Department of English and Humanities to further develop my knowledge and my passion for English language.

As I advanced through my studies at BRAC University, my interest in the topic of media expanded. I was particularly intrigued by the ability of narratives to drastically impact and shape people's beliefs and thoughts. I was drawn by how the media could potentially be utilized to raise awareness about crucial social problems, especially inequalities and injustices. Due to my exploration of numerous types of media such as newspapers, television, movies, video games, and social media, I came to grasp the power and effectiveness of these platforms on a worldwide scale. As a result, I chose to concentrate on Media and Cultural Studies, knowing that it would equip me with the abilities and expertise necessary for pursuing a career in this constantly evolving industry.

Apart from attending to my academic obligations, I additionally made it an initiative to read English newspapers on a daily basis. This practice provided me with insight into the events occurring around me as well as an appreciation for the power of language in writing accurate, objective, and excellent reports. Due to my interest in journalism and its significance in

impacting the public's views, I opted to pursue a career in it. As an outcome, I became motivated to send an application to *Dhaka Tribune*, where I intended to combine my abilities and enthusiasm to become a prominent and influential journalist.

Chapter 2: An Introduction to *Dhaka Tribune*

Dhaka Tribune is widely regarded as one of the most renowned and powerful English newspapers in Bangladesh. It has a stellar reputation for producing excellent quality reports on a wide range of topics, which include culture, politics, business, sports, and much more. The organization's uncompromising commitment to truth and impartiality in news reporting has gained it an avid audience not just in Bangladesh, but throughout the globe. Dhaka Tribune has a significant digital presence in addition to its printing outlets, due to its vast social media popularity on prominent sites such as Twitter, Facebook, LinkedIn, and Instagram. Dhaka Tribune has used unconventional techniques to interact and communicate with its readers, using podcasts, picture galleries, online streaming, and discussions.

Moreover, *Dhaka Tribune* has emerged as a prominent voice on issues of social justice and human rights, solidifying its position in the media landscape. The journalists working at *Dhaka Tribune* have an impressive track record of highlighting critical issues such as gender inequality, human rights violations, and environmental injustice. Recently, *Dhaka Tribune*'s reporter, Shamima Rita, was awarded the prestigious "Best Investigative Report-2021 Award" for her article titled "Why so many fires in Narayanganj?"

Furthermore, both in print and online, *Dhaka Tribune* has specialized teams dedicated to various sectors such as International, Business, Sports, Showtime, and Op-ed. The newspaper also has two technical teams, one for graphics and one for social media, which maintain the utmost quality of online and printed content while controlling audience involvement across numerous social media platforms.

Chapter 3: Organizational Structure

Dhaka Tribune's newspaper pages are structured around various sections such as World, Business, Editorial, Opinion, Sports, Supplements, and others. This categorization of pages also informs the organizational structure of Dhaka Tribune. At the top position of the leadership, the publisher is in charge of all the decision making and policy changes. The Editor is the chief executive of the organization. The Associate Editor, News Editor, Online Editor, and other important personnel in charge of one or more teams assist the Editor. Working with utmost cooperation, they ensure that Dhaka Tribune is consistently delivering high-quality content across all sections and platforms. Every section and team of the Dhaka Tribune is directed by knowledgeable and committed individuals, each of whom is accountable for making sure that their team consistently delivers excellent material. These teams are:

Central Desk: *Dhaka Tribune*'s central desk team functions as the organization's core. The focus of the central desk team is to provide fast and accurate national and political news. The central desk team is led by a group of highly skilled sub-editors who work relentlessly with the coordination of the district reporters to ensure that news articles meet the publication standards. A crew of website uploaders assists the sub-editors by uploading news stories to the website with suitable photographs, descriptions, and tags. Furthermore, the website uploaders are in charge of uploading the e-paper, the digital copy of the physical newspaper, onto the website.

International Team: *Dhaka Tribune*'s international news staff is largely responsible for delivering timely and comprehensive coverage of breaking news from around the world, including important world events, global politics, wars, and more. A staff of professional subeditors operates under the guidance of the Assistant News Editor to ensure the correctness and integrity of the articles. In order to provide readers with trustworthy and interesting news

coverage from across the world, the team receives its foreign news information from a variety of respectable sources, including Reuters, AFP, Deutsche Welle, and others.

Business Team: *Dhaka Tribune*'s business news staff is mainly responsible for providing readers with in-depth coverage of subjects that include imports and exports revenue, stock market figures, revenue taxes, and numerous other closely linked financial factors. This team is led by the Business Editor and is composed of a number of proficient sub-editors who create accurate and informative business news pieces. *Dhaka Tribune*'s business team keeps readers up to date on the most important financial news affecting the local region as well as abroad by closely tracking the most current economic trends and occurrences.

Editorial Team: The editorial team of the newspaper takes on responsibility for providing readers with opinion pieces, editorials, and special reports which offer perspectives and assessments on a wide range of issues and events. The team handles a wide range of themes, from social issues to cultural and artistic events, providing a unique perspective and analysis of recent events. The editorial staff is entrusted with producing thought-provoking and educational pieces that present *Dhaka Tribune*'s perspective and insight on themes that are relevant to its readership.

Sports Team: The primary objective of the *Dhaka Tribune*'s Sports crew is to offer readers complete reporting of both present and forthcoming sporting events. The team publishes stats and highlights from national as well as global sporting events to keep readers up to date on recent events that have occurred in the world of sports. The sports team also handles a variety of unfortunate events and political situations relating to sports, providing readers with relevant knowledge about the social and political challenges associated with the world of sports. The Sports Editor is in charge of supervising a team of sub-editors that are in charge of

producing high-quality sports reports and evaluations. The sports section of the *Dhaka Tribune* is committed to delivering reliable and accurate reporting of sports news, and it has an essential part in keeping the audience informed and engaged in the world of sports

Print Team: The printing team is accountable for ensuring that the print version of the newspaper is precisely designed, printed on schedule, and ready for distribution to readers. The print team collaborates closely with the other departments such as the central desk, international team, sports team, etc. in order to ensure the contents of the newspaper is presented in a manner that complies with *Dhaka Tribune*'s publication standards and guidelines.

Social Media Team: *Dhaka Tribune*'s social media team has an essential role in the publication's digital strategy. This group is in charge of posting news stories from the website to a variety of social media platform, such as Facebook, Twitter, LinkedIn, Instagram, and more. They actively monitor and follow social media trends and engagements, respond to comments and messages from followers, and track social media analytics to inform content development and social media strategy.

Additionally, there are HR, Financial team and the IT sector who are in charge of the hiring procedure, salary distribution and maintaining the website and the CMS system.

Chapter 4: My Work as an Intern at Central Desk

I began working as a Website Uploader for the *Dhaka Tribune* Central Desk online team on October 5, 2022. On my first day, I was called to the *Dhaka Tribune* Head office which is located at Panthopath. There I was presented with the offer letter. Subsequently, I was provided with the guidelines, standards and regulation of *Dhaka Tribune* office. Additionally, I was added to various messenger groups and email chains where the Central Desk Team coordinated and cooperated in order to accomplish various tasks.

Firstly, during my very first shift, I was trained on the process of utilizing and operating the website's admin panel. The training included instructions regarding understanding news articles correctly in order to classify it in a specific category as well as instructions on how to add appropriate tags to the news articles. As the website uploader, my core responsibility was to take the revised news articles and upload it expeditiously with appropriate feature image, caption and tags. The tags are necessary to target the intended audience. Adding appropriate and accurate tags require careful consideration in order to ensure that each tag accurately reflects the news stories. The main goal of these tags is to broaden reach by including well-known terms that people frequently type into search engines. In addition, I had to decide which category each news item belonged to before uploading it. This categorization is crucial in terms of defining the nature of the stories. I was required to publish the news articles with appropriate image and captions as well. It is crucial that the pictures that are used in each news article are from verified and trusted sources. Thus, using images from Google or other sources was not feasible. As per my story uploading tasks, I was only given the authorization to use images solely from the Dhaka Tribune Media Library.

Following the extensive training on my first day, I was assigned with the responsibility of publishing news articles to the website on the next day. I was given the instruction to carefully monitor one of the official Google Drive folders of *Dhaka Tribune* titled, "Needs Uploading" where the revised news articles were shared by the sub-editors. Upon receiving the revised copies of the articles in the Needs Uploading folder, my task was to extract the relevant sections from the doc file and make proper placement in the respective segments within the Content Management System (CMS). The revised articles were composed of various distinctive sections such as Headline, Home Page Title, Standfirst, Byline and the body that contained the article.

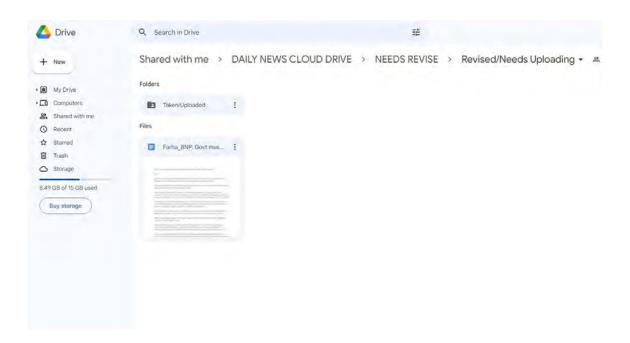


Fig. 6. Screengrab of the official Google Drive Folder of *Dhaka Tribune*

BNP: Govt must shoulder responsibility for Jasmine's death in RAB custody

Not only BNP leaders and activists - even common people are not being spared from repression, says Fakhrul

UNB

BNP Secretary General Mirza Fakhrul Islam Alamgir on Friday said the government must shoulder the responsibility for the death of Jasmine Sultana in RAB custody.

Sultana was detained by RAB in Naogaon on March 22 while on her way to work. She died two days later at Rajshahi Medical College Hospital.

"Not only BNP leaders and activists - even common people are not being spared from repression. The reason behind picking up a woman who's a government employee, by RAB in Naogaon is still unknown and she died of torture within 36 hours of being picked up," he alleged.

Speaking at an iftar party, the BNP leader said the government is now saying it was a mistake on part of RAB to pick up Jasmine, an office assistant of a Naogaon union land office, while a minister has said the Digital Security Act (DSA) has been abused.

"But an innocent, helpless woman (Jasmine) lost her life due to misuse of the DSA. Who will take the responsibility for it? The entire government has to be held responsible," he said

BNP's Pallabi and Rupnagar units under Dhaka South city arranged the iftar at a community centre in the city's Mirpur-2 area.

Fig. 7. Screengrab of a revised article

The document file shown in Figure 2 demonstrates that the first line indicates the headline, the second line indicates the standfirst, and the third line indicates the byline or the author's name. The paragraph after that indicates the main content of the news article.

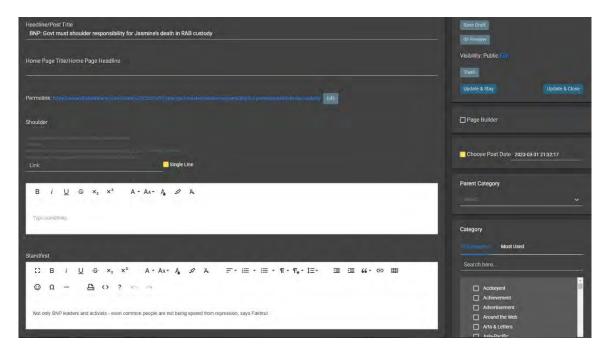


Fig.8. Screengrab of Dhaka Tribune CMS

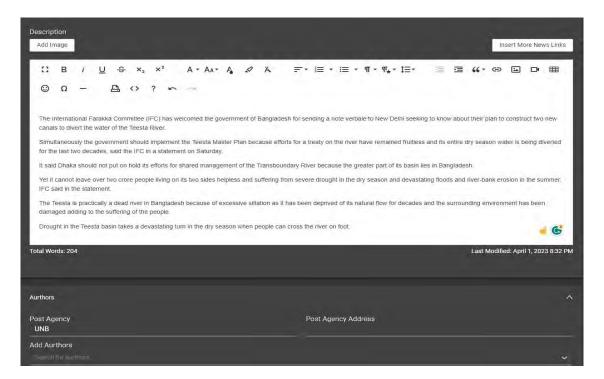


Fig. 9. Screengrab of Dhaka Tribune CMS

Figures 3 and 4 depict the content management system (CMS) of *Dhaka Tribune*. The figures show that there are designated fields for entering a headline, standfirst, description byline and other details that are necessary for publishing the article. I have correctly input the contents of the document file into the corresponding fields of the CMS website.

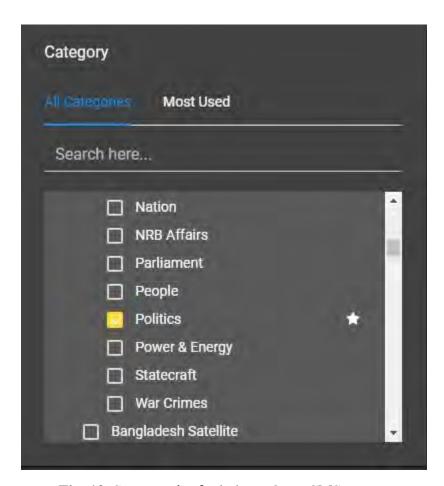


Fig. 10. Screengrab of Dhaka Tribune CMS

Additionally, as illustrated in Figure 5, prior to publishing the article, I carefully read and determined the appropriate category of this particular article, which in this instance was identified as a political news article. It is essential to note that the category selection is necessary as it depicts the section under which the news article will appear in the main website of *Dhaka Tribune*.

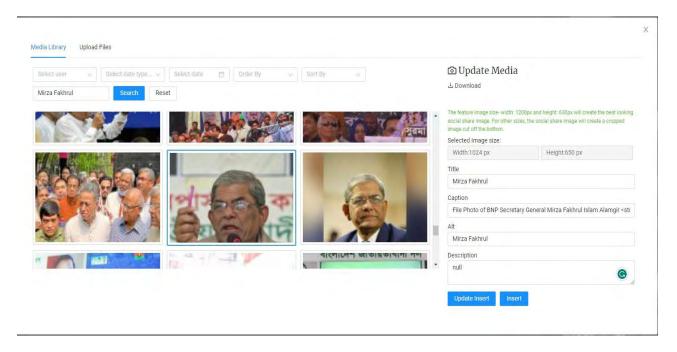


Fig. 11. Screengrab of Dhaka Tribune Image Gallery

Furthermore, it is important to select an appropriate feature image prior to publishing the news article. In the case of the particular event mentioned in the news article, no relevant pictures were available in the *Dhaka Tribune* library. The event mentioned in the news article was an event of an iftar party where Mirza Fakhrul Islam Alamgir spoke to Journalists. However, the event was not covered by the *Dhaka Tribune* photographers. Thus, as illustrated in Figure 6, I chose a file image of Mirza Fakhrul Islam Alamgir which is a representational image and added a proper caption in order to ensure that the audience is not misled or misinformed.



Fig. 12. Screengrab of Dhaka Tribune CMS

Moreover, it is imperative to note that, before the article goes live on the website, the inclusion of accurate tags is highly significant for the purpose of Search Engine Optimization. Through utilizing popular and precise tags, the chances of the news articles appearing in Google Search result increases significantly when specific keywords are entered. As illustrated in Figure 7, the following tags have been carefully selected for this particular news article: BNP Secretary General Mirza Fakhrul Islam Alamgir, Rapid Action Battalion (RAB), Custodial Death, and Digital Security Act (DSA). Each of these tags aptly reflects the contents of the article, thereby increasing its visibility when users search for information related to these tags.

Chapter 5: Uploading E-paper

Approximately after a month of working as a website uploader, I was entrusted with an additional responsibility of uploading E-paper which is the digital and interactive version of the printed *Dhaka Tribune* copy. The new task of uploading E-paper required me to effectively manage the timely publication of the E-paper. The E-paper comprises of total 16 pages, similar to the printed version. However, the online version is uploaded in two distinct sections such as the 'Main Paper' comprising the first eight pages and the 'DT2' containing pages 9 to 16. Additionally, if there are supplementary magazines, those are uploaded in a separate section labeled as 'Supplements'. The procedure of uploading E-paper requires a high degree of attentiveness and efficiency as it must be published on the website by the morning. E-paper shift begins at midnight, and as the uploader, it is my responsibility to ensure seamless and timely publication of E-paper.

Dhaka Tribune



Fig. 13. Screengrab of *Dhaka Tribune* E-paper

The process of uploading E-paper varies significantly from publishing regular news articles due to its distinctive format as a PDF file. Thus, the uploading necessitates the utilization of specialized programs such as Photoshop and various technical expertise. To begin with, upon receiving the E-paper through email from the graphics team at 12:00 a.m. my initial task involves opening the PDF file through the Photoshop application and subsequently extracting each page as an individual image file.

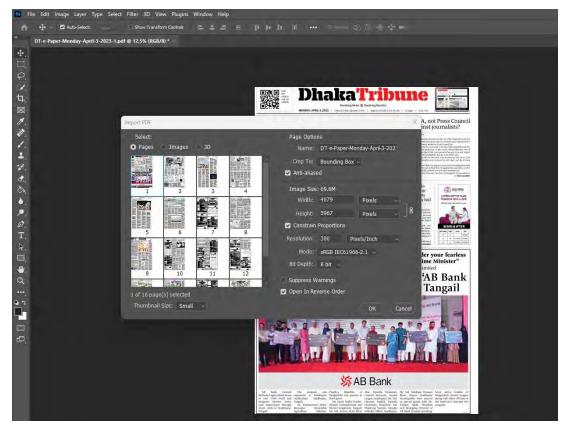


Fig. 14. Screengrab of Adobe Photoshop import screen

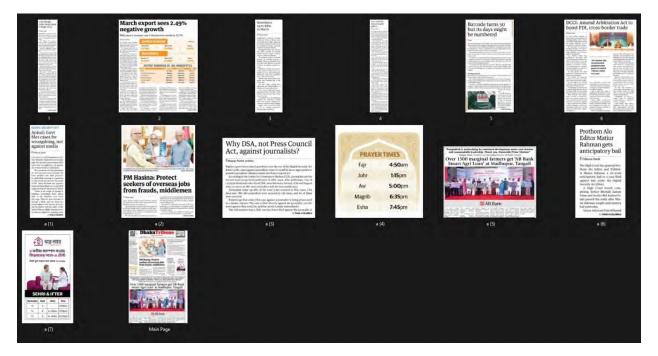


Fig. 15. Extracted images from the pdf file

According to Figure 10, each news article taken from the imported picture of the PDF file has been properly cropped and saved as a separate file. The Main page has been saved at a resolution of 695 by 1092 pixels. It is of utmost importance to ensure that the main page is saved with this particular resolution as any deviation from this may render the file incompatible with the E-paper website.



Fig. 16. Screengrab of Dhaka Tribune E-paper



Fig. 17. Screengrab of *Dhaka Tribune* E-paper

Following the extraction of each news article from the PDF file, each individual file is uploaded to the *Dhaka Tribune* E-paper website. The primary pages of each part of the newspaper are initially uploaded. Following that, the specified news articles are highlighted within their respective pages, and the article's cropped picture is hotlinked to the selected area on the page, as can be seen on Figure 11. As a result, when visitors click on a certain segment of the page, they are presented with a clear and succinct visual of the relevant news story which is illustrated on Figure 12.

Chapter 6: Writing Articles

After working for several months as a regular content uploader, I was given a momentous opportunity to write and publish my very own article. As the month of February rolled around, Pohela Falgun and the Ekushey Book Fair were in full swing. Thus, I decided to base my article around these events. The headline I chose for the article was "Essence of Falgun continues to pour colour into Ekushey Book Fair." In the article, I illustrated how the excitement surrounding Ekushey Book Fair had been elevated due to the occasion of Pohela Falgun. I was able to portray a striking illustration of how Pohela Falgun had infused emotions of life and youthfulness into the crowded fairgrounds by highlighting the festivity and enjoyment surrounding the air. I attempted to emphasize the value of such cultural events in establishing a sense of belonging and common identity, as well as embracing the richness of our unique culture, through my words. Additionally, in order to make my article more appealing, I have conducted interviews of the book fair attendees at the venue. These interviews served to elicit and showcase various perspectives, experiences and emotions of the visitors that attended the book fair during the Pohela Falgun.

Chapter 7: Theories and Techniques of Media and Cultural Studies

During my undergraduate studies at the Department of English and Humanities of BRAC University, I enrolled in various media courses such as ENG331, ENG333, ENG401, ENG440, ENG465 and several others. These courses have not only significantly impacted my academic life, my professional journey at *Dhaka Tribune* as an intern was also significantly influenced. There are numerous theories that had impact on my internship work at *Dhaka Tribune*. Among many theories, the theory of news value factors has certainly had the strongest impact on my work. In the course ENG440: English for Print Media, I have acquired a comprehensive knowledge of the five news value factors that are essential in determining an event's newsworthiness. These factors are Prominence, Timeliness, Proximity, Consequence, and Oddity. The factors allowed me to understand that the event was significant enough to be composed as a news article. Additionally, the article needed to be published on that particular day because otherwise, the event would lose its value.

Additionally, during my internship period, I was able to relate to the critical study of Michel Foucault's "Panopticon" and "Gaze." According to ENG331: Introduction to Cultural Studies: Theory and Practice, both concepts have a particular significance in the contemporary world, specifically in the media industry. Surveillance has grown far too common in the twenty-first century. CCTV has plunged into the shadows, becoming a part of our daily life. Everyone who lives in cities and towns in low to high developed countries is constantly observed in some form. This surveillance mechanism evokes distrust in the afflicted population, which is portrayed in popular and mass culture. Jeremy Bentham adapted the circular workhouse plan with a central inspection tower to build the "Panopticon" in the late 1780s. Bentham believed that continual observation might be used to influence all sectors of society and he felt that doing so would

improve people's values (Bentham, 99). In the article Eye of the Power, Michel Foucault emphasizes the critical relationship between power and control through surveillance. According to Foucault, enforcing surveillance was a watershed moment in the eighteenth century, altering citizens' thinking. For better demonstration, the following statement from Foucault could be taken into account: "there is no need for arms, physical violence, material constraints. Just a gaze. An inspecting gaze, a gaze which each individual under its weight will end by interiorizing to the point that he is his own overseer, each individual thus exercising this surveillance over, and against, himself" (Foucault, 154-158). A dramatic shift in citizen thinking developed as it became more effective in terms of power economics to effectively keep individuals under observation rather than inflicting any form of public punishment. This is known as the internalization of surveillance, or a neural paradigm of power exercised from within the social body. One of Foucault's most compelling statements concerning the institution of surveillance as power via a panoptic system is the contrast between those in power and those under control. Foucault's perspective produces significant doubt about who is in charge, who is being controlled, who is watching and who is being watched.

This notion of Panopticon described by Foucault is quite relevant to my own experience at *Dhaka Tribune*. Despite the lack of any physical monitoring, there was the implicit surveillance in the shape of office standards, rules and regulations. As a remote worker, I was obliged to keep daily records of my work. I was expected to clock in and out through email. Any mistakes done from my end would be immediately addressed by my supervisors. These standards and regulations of created a sensation of being constantly observed through the "Gaze" The insights I have gained through the cultural studies course allowed me to comprehend the

complexities of power dynamics in the modern world and their impact on people's professional lives.

Furthermore, Arjun Appadurai's "Mediascape" theory proved to have a considerable influence on my work at the *Dhaka Tribune*. As Appadurai describes, the rise of various technological innovations has transformed the globe into a global village. It used to require several months to pass along knowledge and information from one location to another, however now it only takes just a few seconds due to the concept of the "flow of media." Appadurai proposes that the "Mediascape" is an essential platform for the creation and distribution of items of culture around the globe and is vital in establishing cultural identities, norms, and values. He claims that the mediascape is characterized by a variety of distinctive traits, such as speed, the potential to transcend geographical and cultural borders, and the ability to produce and disseminate new forms of creative expression (Matos, 2).

The function of the news media in influencing cultural interactions and flows is highlighted by Appadurai's theory of "Mediascape." Working at *Dhaka Tribune*, I came to the realization that this also highlights my role to examine the intricate social, cultural and economic process that support the creation and dissemination of media messages. Due to the "flow of media," the staff at *Dhaka Tribune* is able to provide the readers with information from around the globe which enables them to have the knowledge of the whole world and take part in the global communication. For example, due to the influence of the "Mediascape," we are able to instantly have information regarding the Russia-Ukraine war, the deteriorating situation in Sudan, the impact of climate change and many other matters.

Chapter 8: Conclusion

It can be concluded that my internship experience at *Dhaka Tribune* has played a significant role in terms of acquainting me with the professional aspect of life. The challenging tasks here have made me fairly diligent. Through the work experience, I have acquired the ability to comprehend complex ideas and execute tasks effective. I have become quite confident and learned to utilize my communication skills to effectively convey my ideas and thoughts.

The three months long internship period at *Dhaka Tribune* Central desk have granted me a wealth of knowledge regarding how an actual newspaper/media organization operates. As an uploader, I have gained valuable insights into the process through which the online audience perceive news through social media. This experience has enabled me to cultivate a more comprehensive understanding of the interplay between media and the wider public sphere.

Working at *Dhaka Tribune* has proven to be a gratifying and transforming experience, considerably contributing to my personal and professional development. In acknowledgment of my contribution, *Dhaka Tribune* has presented an offer to extend my contractual engagement beyond the internship period. This gracious gesture serves as a testament to the value I have added to the organization and reinforces my commitment towards the attainment of its objectives.

Finally, I would like to offer my deepest appreciation to my academic adviser for her constant support and assistance throughout the entire process. Her compassion and guidance have enabled me to tackle this journey with ease and confidence. Her contributions have been vital, leaving an unforgettable effect on my academic and professional development.

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