Report on

Internship as Sub-Editor at *Dhaka Tribune*

By

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20103050

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

October 2024

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Declaration

It is hereby declared that

1. The internship report submitted is my own original 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 have acknowledged all main sources of help.

Student's Full Name & Signature:

_____

Kaspia Rahman
20103050

Supervisor's Full Name & Signature:

_____

Roohi Huda
Assistant Professor
Department of English and Humanities
Brac University

Letter of Transmittal

Roohi Huda

Assistant Professor,

Department of English and Humanities, Brac University

Kha 224, Merul Badda. Dhaka 1212, Bangladesh.

Subject: Internship report on internship experience as a Sub-editor at *Dhaka Tribune*.

Dear Ma'am,

I am pleased to present my internship report, titled "Internship as a Sub-Editor at *Dhaka Tribune*." The report is written with your helpful guidance and suggestions.

To make this report as comprehensive as possible, I did my best to include valid and important information. I also applied relevant theories that I learned from Media and Cultural Studies.

I hope this report meets your desires.

Sincerely yours,

Kaspia Rahman

20103050

Department of English and Humanities, Brac university.

Date: October 23, 2024

Non-Disclosure Agreement

This agreement is made and signed by the undersigned student at Brac University Kaspia Rahman, and *Dhaka Tribune*. The purpose of this agreement is to avoid the unauthorized disclosure of the organization's confidential data**.**

_____

Dhaka Tribune

_____

Kaspia Rahman

Acknowledgement

My greatest gratitude goes out to everyone who has encouraged me while I have worked on this report.

The first person I want to thank the most is my mother, Nilufa Yesmin. Her constant love and caring nature have been extremely helpful to me as I have struggled with studies. I was able to overcome past obstacles and stay focused on my goals, because she always believed in me and encouraged me

I want to thank my father, Md. Khalilur Rahman, from the bottom of my heart. A constant source of motivation for me has been his continuous support and faith in my abilities. He always given me the confidence to follow my dreams.

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I want to thank my husband, Md. Mahmud Islam, especially for always being there for me and understanding during this process. His encouragement and patience were much needed in helping me stay focused and balanced when things became tough. I am very thankful that he believed in me, and was there for me the whole time.

I also want to thank my little group of wonderful friends I have met at BRAC University. Sania Afroz Sony, Radi Al Rafid, and Ismat Ria, thank you for being there for me when things were tough.

These amazing people helped me together to make the report possible. I will always be grateful to them for helping me grow as a person and in my academic life. This report is dedicated to all the people, even strangers who have helped me and been nice to me.

Executive Summary

Dhaka Tribune is a well-known and trustworthy English newspaper. It began its journey on April 19, 2013. According to their motto is “The news you want. No more and no less.” *Dhaka Tribune* gives the people of country accurate and trustworthy news. *Bangla Tribune and Dhaka Tribune* are both owned by 2A Media Limited. The Editor of the *Dhaka Tribune* is Mr. Zafar Sobhan, and the owner is Mr. Kazi Anis Ahmed.

The aim of this report is to provide further details regarding my three-month internship experience as a Sub-editor at *Dhaka Tribune*. I was able to apply my theoretical knowledge from my Media and Cultural Studies courses. This provided me with a valuable and practical understanding of digital media.

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Glossary

CMS (Content Management System): Software for creating and managing digital content on websites without needing technical skills.

Panopticon: As a metaphor for surveillance and self-regulation in society, the Panopticon is a prison designed by Jeremy Bentham with a central observation tower that lets a single guard observe over all the prisoners without them knowing.

Gaze: Gaze is how people interact with visual images, which can reveal power relations.

Digital Publication: Published works in digital form that can be accessed online, such as e-books and articles.

Broadcast Journalism: News reporting with a focus on timeliness and audio-visual storytelling, such as television and radio.

Conventional Print: Traditional media that are published in printed form and distributed physically, for example newspapers and magazines.

Chapter 1: Introduction

1.1. Media and Cultural Studies Concentration

The Media and Cultural Studies concentration provides a thorough study of the dynamic connection between media and culture. By applying theories, students study the various ways in which media influence and mirror social norms, beliefs, and behaviours. The curriculum focuses on critical thinking and analysis for today's complex media landscape. Students get the chance to analyze media platforms. For example, television, film, cultural studies, journalism, online resources, and advertising. Cultural studies help students know more about different cultures and social influences. Media and Cultural Studies offers many different and broad approaches to studying media's impact on culture and society. It also offers a diverse and broad approach to studying media's impact on culture and society. Journalism in the curriculum gives students the knowledge, skills, and critical perspective they need to navigate the media landscape, and become thinking, engaged citizens in a globalized world.

The establishment of journalism is one of the major components of the Media and Cultural Studies concentration. Students explore how media, culture, and society connect through the perspective of journalism. Students learn about the methods, ethics, and practices of journalism, and how news media shapes public opinion, creates narratives, and impacts cultural discourse. Journalism in the concentration of Media and Cultural Studies extends beyond conventional print or broadcast journalism. It includes a wide range of media techniques, such as multimedia storytelling, citizen journalism, digital journalism, and investigative journalism. Students gain knowledge on how to assess news sources critically, identify bias within the press, and understand the sociopolitical environment in which news is generated and consumed.

It would not be wrong to say that the media is the most powerful accelerator of globalization and worldwide connections. The media is also the foundation of social structure and social transformation. Therefore, I have always been interested to increase my knowledge about media and this is the reason, I hope to continue expand my knowledge in media and cultural studies. When I got admitted at the Department of English and Humanities at Brac University, I chose Media and Cultural Studies as my area of concentration. The reason I chose to declare a concentration in Media and Cultural Studies was because I have been attracted to the way in which the media operates in our country, and I wanted to have a personal look at how media organizations handle the flow of information in such a seamless manner. Also, this program emphasizes practical skills and hands-on experience. Students can gain practical experience about media through internship. Students obtain industrial experience and improve their research, writing, and communication abilities by applying theoretical knowledge to real-world situations when they do internship.

1.2. Newspapers

Newspapers are printed or digital publications that provide news, articles, and opinion pieces that are of public interest. Advertisements are also part of newspapers as they are the main source of revenue for newspapers.

Newspapers cover a wide variety of topics, such as current events, politics, business, sports, entertainment, and culture. For the readers, they are a primary source of information, ensuring that they are kept up to date on the latest events about local, national, and international. Newspapers are distributed through a variety of media, including printed copies, online editions, and mobile apps. They may be published on a daily basis, on a weekly basis, or at other intervals.

1.3. Newspapers in Bangladesh

Like other countries in the world, Bangladesh, newspapers are very important for shaping public opinion, getting news out, and keeping these in power accountable. Bangladesh has had successful newspaper companies since it became independent in 1971. There are many publications that cover a wide range of political, social, and linguistic issues.

Newspapers in Bangladesh have a long and illustrious history, dating back to the colonial era, when intellectuals from both the British and Bengali communities used newspapers as a platform for political action and social reform. On the other hand, the period immediately following the country's independence was when the newspaper industry started to fully flourish.

At the present time, Bangladesh has a flourishing newspaper industry, which includes both print and online newspapers that cater to a wide range of reading populations across the country. Newspapers written in Bengali are the most popular in the market because they appeal to the linguistic and cultural interests of the majority of the population. *Prothom Alo, Bangladesh Pratidin, Daily Jugantor,* and *Daily Ittefaq* are among the most well-known newspapers that are published in the Bengali language. Even though there are publications written in Bengali, there are other newspapers written in English that are aimed at a more urban and worldwide readership. *Dhaka Tribune, The Daily Star, Business Standard, The New Age* and *The Independent* are some examples of newspapers that offer comprehensive reporting of national and international news, as well as analysis and commentary on matters of interest.

From those newspaper agencies I chose *Dhaka Tribune* to do my internship at and my decision to do my internship at *Dhaka Tribune* was heavily influenced by both practicality and passion. As I was just starting out in the field of journalism, I was looking for a setting that

would both test and develop my skills, and I found that *Dhaka Tribune* was the ideal spot for me. My internship here allowed me to experience a lively journalistic environment with new challenges and growth opportunities every day. Additionally, *Dhaka Tribun*e covers a wide range of news articles. For example, from politics and economics to culture and sport, the variety of journalistic techniques and issues helped me to improve my writing skills. Digital presence and unique multimedia of *Dhaka Tribune* also match the changing landscape of journalism, giving me valuable experience using technology to improve my narrative telling ability, and engage the audience in the online platform of *Dhaka Tribune*. I also learned how to edit and sub-edit news stories, and how to write features.

Chapter 2: Historical Background of *Dhaka Tribune*

Figure 1: The logo of Dhaka Tribune

2.1. History

Dhaka Tribune is a renowned daily newspaper in Dhaka that is published in English and in Bangla. It also has an online portal which is a Bangla version of the website. It is known as *Bangla Tribune.* Besides having a substantial audience in South Asia as well as worldwide, it has a significant readership in the cities of Bangladesh, particularly among the younger generation, the diplomatic community, and foreigners. Moreover, well known columnists from Bangladesh, South Asia, and throughout the world contribute to the newspaper's op-ed section, which is known for its notable content.

On April 19, 2013, *Dhaka Tribune* announced that it would begin publishing. In the initial stages, the newspaper was a broadsheet, but on March 1, 2015, it was converted into a compact version. It has again been publishing broadsheet editions since May 1, 2019, which is regular of newspapers published in Bangladesh. According to a news article, titled "Dhaka Lit Fest opens Thursday" from *The Daily Star*, *Dhaka Tribune* and *Bangla Tribun*e are the title sponsors of Dhaka Literary Festival since 2015. The Bangladesh Media Innovation Awards 2022 (BMIA 2022) in September awarded *Dhaka Tribune,* under the category of 'Most Innovative Special Supplements.' *Dhaka Tribun*e also serves as Bangladesh's fastest-growing English-language

news media to the business community, middle class, public and private colleges, and English medium schools.

2.2. Owners and Staff

The *Dhaka Tribune*'s major stakeholder is Gemcon Group. Gemcon is run by the family of Kazi Nabil Ahmed. University of Liberal Arts Bangladesh is also owned by Gemcon. *Bangla Tribune* and *Dhaka Tribune*, both are owned by 2A Media Limited. A 2005 Young Global Leader and 2008 Yale World Fellow, Mr. Zafar Sobhan is the editor of *Dhaka Tribune*. He was the editor of Forum, a monthly publication of *The Daily Star* for four years. He also worked at *The Independent, Dhaka Courier, Shokaler Khobor,* and *The Daily Star* for seven years. Furthermore, Ms. Esha Aurora is the business editor of the *Dhaka Tribune*. In addition, writing on feminism and inequality, she also writes about business. Mr. Kazi Anis Ahmed, who is a well-known commentator in Bangladesh in international media, is the publisher of *Dhaka Tribune*. He is also an author of a book titled *'Forty Steps (3 novella)'* which was published in English. It was translated into Bangla by Mr. Manabendra Bandyopadhyay. Lastly, Associate editor Mr. Abu Sayeed Asiful Islam leads the bureau in London, with solicitor Mr. Niaz Alam in charge.

2.3. Working Hours

Every worker works different shifts according to their job description. However, those who are in the accounting and administration sectors work Sunday to Friday from 9 am to 5 pm, and get two days off during a week. On the other hand, daily newspapers have tight deadlines for reporters and sub-editors. Due to the fact that they are required to cover events all around the country, reporters do not have a fixed work schedule. Reporters only get one day

off every week, but the sub-editors get two days off in a week. The reporters, editors and sub-editors of the newsroom work 7 hours shift. On different days during the week, the employees who work in digital sectors are given the day off.

Chapter: 3 Work of Online Sub-Editors

3.1. Collecting News from the Reporters

At the time of my internship, I had to work as a sub-editor. As a sub-editor I had various tasks to do. Collecting news stories is one of them. I had to collect news from the reporters of *Dhaka Tribune*. I had to collect the news through phone calls or emails. Sometimes I had to collect the pictures for some specific news from the reporters as well. Even if I came to know about any news, I had to call the reporters of that specific area for confirmation if the news was authentic or fake.

In *Dhaka Tribun*e they select the news based on the news value factors. Firstly, they give priority to the important news, so they follow prominence (significance of news). After that they choose the most recent news, so they maintain timeliness (how recently a story has occurred) while choosing the news. They also choose those news items which are going to have an impact on the reader's mind or impact or affect the public encounters after reading the news. This is known as consequences. *Dhaka Tribune* also collects news from different areas so that readers can have an impact based on the geographical distance. They also follow proximity (importance of news based on geographical distance). Last but not the least, they follow ‘Oddity’ (unusual news). In terms of picking news items *Dhaka Tribune* chooses some of the news which are not common or only happen once in a while, so that the news grabs the reader's attention. These are the five news value factors which *Dhaka Tribune* follows.

3.2. News Sourcing

Sometimes the authorities collect news from other websites. They have subscribed to some local news agencies such as *UNB (United News Bangladesh), BSS (Bangladesh Sangbad Sangstha), TBS (The Business Standard),* etc.

In the same way, *Dhaka Tribune* is a subscriber to a number of international news agencies, including *Reuters, AFP Relaxnews, AP News (Associated Press News), AP Video, The Dawn, Deutsche Welle* and others. The authority of the newspaper is unable to send its reporters to other countries in order to gather news. Due to this, people are forced to rely on websites and news agencies located outside of their country in order to obtain authentic news from other countries related to events that take place outside of Bangladesh.

It is always beneficial to subscribe to foreign news agencies that provide current international news as Dhaka Tribune correspondents are all based in Bangladesh. In conformity with the applicable copyright laws, *Dhaka Tribune* purchases news and publishes it. The result is that readers in the local area can also relish in the flavour of foreign news.

3.3. Scanning News

As mentioned previously, I was required to gather news from the reporters of the *Dhaka Tribune.* Also, I was required to rely on the news from other national and international news agencies. Considering the conditions, it was necessary for me to go through the news from the various collections of news from reporters and from the websites of news agencies based on the news value factors. Besides, it was necessary for me to select appropriate news stories that were the most current and significant occurrences. But I also had to select news that was going to be engaging for the readers and where the readers could find their interest in the news. Also,

I needed to keep in mind which news stories were going to have a significant influence on the public. Keeping all these things in mind, I was required to scan for stories to upload to the website of the *Dhaka Tribune.*

3.4. Press Release Writing

Every single day that I spent interning at *Dhaka Tribune,* I was given a large number of press releases. After I received them, it was my responsibility to inform my supervisor about them. He decided whether the press releases met the criteria necessary to be published or uploaded. When the editor of *Dhaka Tribune* needed to make sure that the standards of the publication were met before publishing a press release, it was a very difficult task to edit or translate those into decent ones. Most of them were not interesting, but a few of them were truly good. Press releases can be published by or without editing and translating from Bangla to English. For example, for a press release which is in Bangla, we need to translate it from Bangla to English. But if the press release is in English then translation is not needed. Again, if any press release is in paragraph form, then we needed to edit that press release. According to *Dhaka Tribune* writing guidelines, in press releases one paragraph contains one sentence. So, we needed to edit the press release maintaining the guidelines in case there were paragraphs containing more than one sentence. But there was no need for editing for press releases which contained one sentence in one paragraph.

CANADIAN UNIVERSITY OF BANGLADESH

MEDIA RELEASE

25 APRIL 2024

ভর্তি উৎসব: কানাডিয়ান ইউনিভার্সিটি অব বাংলাদেশ-এ ভর্তি কিস্তে শতভাগ ছাড়

ভর্তি ফির উপর শতভাগ ছাড়ে ভর্তি উৎসব শুরু হয়েছে কানাডিয়ান ইউনিভার্সিটি অব বাংলাদেশ ক্যাম্পাসে। রাজধানীর প্রগতি সরনিতে বিশ্ববিদ্যালয়ের নিজস্ব ভবনে বৃহস্পতিবার ২৫ এপ্রিল শুরু হয়ে ৩০ এপ্রিল পর্যন্ত চলবে এই ভর্তি উৎসব।

প্রতিদিন ভর্তি উৎসবে ভর্তি হওয়া ৫ জন শিক্ষার্থীকে লটারির মাধ্যমে এ সুবিধা দেয়া হবে। এছাড়া ভর্তি হওয়া ১ম ভিনজনকেও এ সুবিধা দেবেন।

পাশাপাশি ভর্তিচ্ছু শিক্ষার্থীদের জন্যে রয়েছে সর্বোচ্চ শতভাগ পর্যন্ত স্কলারশিপের সুযোগ। এসএসসি ও এইচএসসি পরীক্ষার ফলাফলের ভিত্তিতে এই বৃত্তি প্রদান করা হবে।

ভর্তি উৎসবের উদ্বোধন করেন বিশ্ববিদ্যালয়ের মাননীয় উপ-উপাচার্য অধ্যাপক ডা. গিয়াস ইউ আহমান।

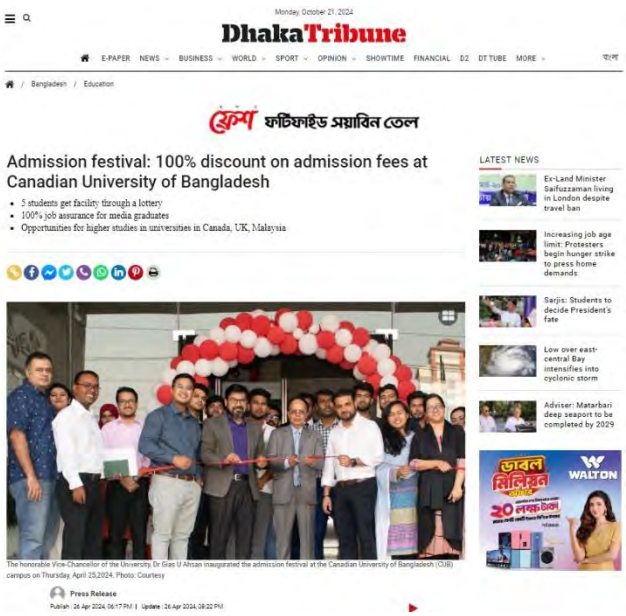
স্নাতক প্রোগ্রামে ভর্তির সুযোগ থাকছে শিপিং ও মেরিটাইম সায়েন্স, সিএসই, ইইই, বিবিএ, ইংলিশ, এলএলবি, মিডিয়া কমিউনিকেশন ও জার্নালিজম বিভাগে। স্নাতকোত্তর প্রোগ্রামে ভর্তি চলছে এমবিএ, ইএমবিএ (রেগুলার ও এক্সিকিউটিভ) এবং মেরিটাইম ট্রান্সপোর্টেশন ও লজিস্টিকস বিভাগে।

ভর্তি সম্পর্কিত বিস্তারিত তথ্যের জন্য যোগাযোগ করতে পারেন 01707070280, 01707070284 (হোয়াটসএপ)

অনলাইনে আবেদন করতে ক্লিক করুন: https://cub.edu.bd/apply.php

অভিজ্ঞ শিক্ষক, আধুনিক ক্লাসরুম, ডিজিটালাইজড লাইব্রেরি ও মডার্ন ল্যাবের সুব্যবস্থা কানাডিয়ান ইউনিভার্সিটি অব বাংলাদেশকে ক্রমেই জনপ্রিয় করে তুলছে শিক্ষার্থীদের মাঝে ।

Figure 2: Assigned press release which was in Bangla.



Monday, October 21, 2024

Dhaka Tribune

E-PAPER NEWS BUSINESS WORLD SPORT OPINION SHOWTIME FINANCIAL D2 DT TUBE MORE

Bangladesh / Education

ফেস্টা ফর্টিফাইড সয়াবিন তেল

Admission festival: 100% discount on admission fees at Canadian University of Bangladesh

- 5 students get facility through a lottery
- 100% job assurance for media graduates
- Opportunities for higher studies in universities in Canada, UK, Malaysia

The honorable Vice-Chancellor of the University, Dr Gias U Ahsan inaugurated the admission festival at the Canadian University of Bangladesh (CUB) campus on Thursday, April 25,2024. Photo: Courtesy

Press Release

Publish : 26 Apr 2024, 06:17 PM | Update : 26 Apr 2024, 08:22 PM

LATEST NEWS

Ex-Land Minister Saifuzzaman living in London despite travel ban

Increasing job age limit: Protesters begin hunger strike to press home demands

Sarjis: Students to decide President's fate

Low over east-central Bay intensifies into cyclonic storm

Adviser: Matarbari deep seaport to be completed by 2029

WALTON

Figure 3: Press release that I translated from Bangla to English.

Figure 2 shows the assigned press release by my supervisor which was in Bangla. And in figure 3, I translated the press release from Bangla to English. I also edited the press release following *Dhaka Tribune* guidelines.

3.5. Upload News on the Website

Following the final stage of the editing process, I was required to publish those news items via the Content Management System (CMS) of *Dhaka Tribune*. I had to use careful handling in such a situation. Before I uploaded the news, I had to check it at least twice. I had to check, for example, whether I had placed the headline, the sub-title, and the news in the appropriate tabs. I was also required to look at whether the gap between the lines was appropriate. Other times, I was required to select an image that was relatable to the news story if the reporters were unable to locate one for me. During that time, I collected news stories from other news agencies. I was required to verify that I was following the copyright rules, meaning I was attributing the foreign agencies from where I was taking the news from. At the same time, as I was uploading the news, I had to remember that I was also required to include the watermark of the sponsoring company.

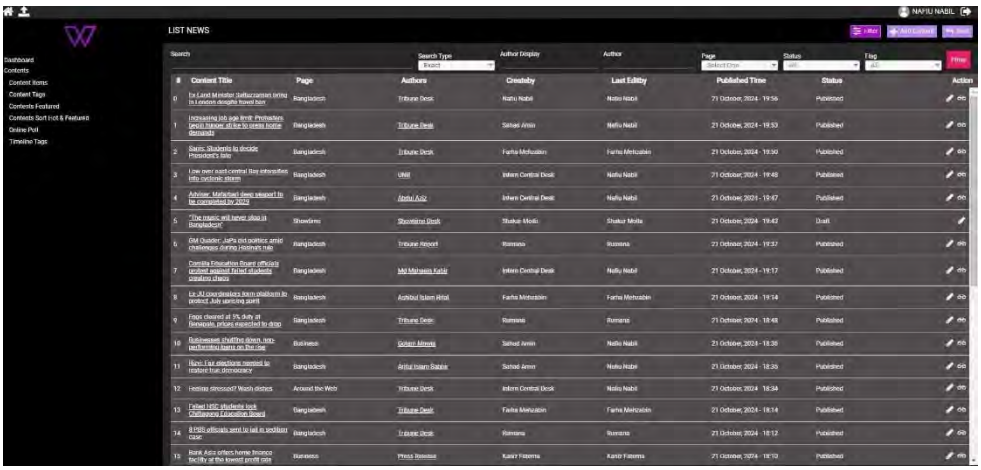


Figure 4: CMS of Dhaka Tribune .

Chapter: 4 Editing Procedure of Sub-Editing

4.1. Edit the Copy

I began my internship at *Dhaka Tribune* by working in the Editing section. On a daily basis, I was required to edit a lot of news stories on various topics including accidents, crimes, weather, and regional news. It is the reporter's responsibility to provide the editor with the news story once they picked all the necessary information about the story. To keep it accurate, the editor made changes in them in terms of grammatical problems, sentence structure, spelling, punctuation, the credibility of the sources, and attributions, and then prepared them for publishing. In spite of this, one of the functions of editing is to look for and rectify any error that may have been encountered.

A lot of work goes into this. There were also a few short press releases that were edited and then double-checked by my supervisors. I always made sure I was strictly following their writing guidelines whenever I was writing or editing any article. For example, in the lead paragraph, it is necessary to follow the '5Ws and 1H' rules (who, what, when, where, why, and how). Moreover, all quotes must be precise and easy to understand. It is important that location names be accurate as well. A careful reporter will always verify the initials and spelling of a person's name and be careful when reporting facts and data. We had to remove unnecessary and unclear details, and if needed we added subheadings or bullet points.

4.2. Edit the Headline of the News Story

A news story's headline serves as the very first impression to the readers. Headlines need to grab the attention of the readers and that is what I also learnt in my ENG440: English for the Print Media course. In as few words as possible, there needs to be a brief overview of the entire

news story made clear to the reader at the very beginning. The purpose of this is to ensure that even those readers who choose to simply look over the initial few lines of each story known the summary of the news story. In that case, the summary of the story will still be intact without reading the whole story. As a result, the headline needs to be a word choice that has been thought out carefully by an editor. My internship supervisor taught me how to create and edit news headlines. Also, in my ENG401: Editing course I learned how to write a headline. According to Ron F. Smith and Loraine M.O'Connell , the authors the book titled *Editing Today* there are some rules to follow while writing the headline for any news story. They are as follow:

1. Read and understand the story before you start to write the headline.
2. Write a rough headline, experimenting with word combinations that will form one or more lines of the headline.
3. Choose specific, precise words.
4. Make each word count.
5. Use action verbs and some creativity.
6. Start over if you are stuck.

4.3. Follow the Inverted Pyramid Structure

The information needs to be broken down and organised chronologically, and the editor is responsible for doing this based on the structure of the inverted pyramid. Following the first paragraph with the most important details about the news, the following paragraphs include less and least important information.

4.4. Follow Specific Style of *Dhaka Tribune*

In my role as an intern at *Dhaka Tribune*, I had to stick to certain criteria and follow specific writing styles when editing the news stories.

There are some words or terms that are written in Brishti English, while other words are written in American English. Due to this, I had to be very careful when I was writing such words. Due to this very reason, it is essential that the spelling of words is checked thoroughly and ensuring that consistency is maintained in terms of spelling. We also did not write the names of the days; rather, we wrote names such as 'today,' 'yesterday,' and 'tomorrow.' A person who has been murdered is referred to as 'deceased' in the media when they have passed away. A few examples of abbreviations for words that should be included in their full form include Rapid Action Battalion (Rab), officer-in-charge (OC), and sub-inspector (SI), amongst others. We had to eliminate the period from letters such as 'USA.' Therefore, the correct abbreviation should be 'USA' rather than 'U.S.A.' When it came to the contents of both the small and the big, we had placed equal importance to both. When we were writing certain terms, we avoided using all capital letters. For example, we wrote 'Unesco' rather than 'UNESCO.'

While we were writing about the time, we were required to write 'pm' rather than 'p.m.' Once again, there was no space between the time and either 'pm' or 'am.' As an example, we were required to write '10pm' rather than '10 pm' or '10am' rather than '10 am.'

Error is something that should be avoided at all costs because the reader will typically look up the news as soon as it is posted on the website. It was always necessary for us to get in touch with the reporter whenever there was any kind of update or alteration in the news story. In order for the reader to have a deeper understanding of the news, it was necessary for us to

include hyperlinks for the most important details of the news story. For example, in case the news is about any event or about any organization, we included the hyperlink of the articles on that event or included the hyperlink of that organization's website. We did this in the news articles in order to help the readers know more about those specific events or organisations.

Figure 5: The news from BBS, my supervisor assigned me for editing.

Figure 6: The edited news by me, following Dhaka Tribune guidelines.

Figure 5 showed the news story from *BBS*, which was assigned for editing. In figure 6, I edited the news story and headline by following *Dhaka tribune* guidelines.

Chapter: 5 Feature Writing

5.1. What is a Feature Story?

Feature stories serve as interesting works of articles because they focus on particular individuals, locations, or events. This type of writing is detailed, specific, descriptive, significant, introspective, and based on solid research. Besides simply covering the news, it digs deeper into the topics, highlighting and explaining what matters most in a given situation. Popular mass media such as newspapers, magazines, blogs, websites, emails, and television show often include feature articles that readers like reading.

A feature story is not meant to cover the most recent breaking news, but rather to provides an in-depth look at the subject matter. As a result, feature pieces go more deeply into their subject matter. They are typically longer than hard news articles, because instead of trying to focus on a few major aspects that are crucial, feature stories spend time on the details. Although the author of feature stories has the opportunity to build the topic over the length of the story, and choose to postpone the primary point until the conclusion of the piece. In the feature stories the ‘5W and 1H’ do not have to be in the lead paragraph.

5.2. Types of Feature Stories

Although there are many different types of feature stories, there are a few that are very popular. The following types are: Human Interest, Profiles (narrative and question and answer format), How to, Historical Features, Seasonal Themes, and Behind the Scenes features.

One of the most well-known types of feature stories that covers topics through the perspectives and experience of another person is called ‘Human Interest’ features. An individual's personality and way of life can be discovered from their "Profiles” features.

Through having knowledge of multiple facets of the individual, the profile gives the reader the impression that they are more familiar with the individual. ‘How To’ features show people how to do something by providing them with instructions. For example, how to do yoga or how to take care of sensitive skin. Through education, experience, research, or interviews with subject matter experts, the writer acquires knowledge about the subject matter. The ‘Historical Features’ include major days in history or turning points in our social, political and cultural growth. The analysis of the past and present is particularly helpful. These features go into the past to bring the reader back to a specific event and the issues that surrounded it. They offer an important juxtaposition of the past and present. For example, a historical feature on 21st February can offer a look of the status of Bangla language in 1952 and 2024. One variant is the ‘this date in history’ feature, which presents a brief overview of noteworthy events that occurred on a specific date. Next, we have 'Seasonal Themes' features that focus on holidays and the changing of the seasons. They highlight issues that are important during particular times of the year. For example, a feature story on popular winter holiday destination in Bangladesh. The political and cultural cycle, the business cycle, and the life milestones are some other examples of the topics that these types of features cover. Finally, a ‘Behind the Scenes’ feature gives readers a sense of being within the inner circle or being a mouse in a corner, because it shows the inner working of unusual occupations, issues, and events, such as the secrets behind a magician’s tricks, behind the scene procedures of an FBI investigation.

5.3. Writing Feature Stories

As an intern at *Dhaka Tribune*, I sometimes needed to write feature stories alongside editing stories. Sometimes, my supervisor wanted me to write features on topics that I thought readers would find interesting or useful. It was useful for developing my writing style as well.

In the beginning, in order to get an understanding about what is required to write a feature story, my supervisor suggested that I translated a few feature stories from the *Bangla Tribune*. In order to help me get an idea of topics or subjects for the feature stories, he also asked me to read some features that grab my interest. He also wanted me to share a few perspectives I had gained from my personal experiences and write a feature on it.

My internship was during a heatwave, therefore I decided to write about that. 'How to maintain wellness in intense heat' is one of my feature stories about heat waves. It could help those who were worried about the heat wave and could take care of themselves. In the hopes of raising awareness and providing in-depth knowledge on heatstroke. I wrote a feature story about heatstroke, titled 'How to treat heat stroke and other heat- related illnesses', I included detailed information about it such as what is a heat stroke? What are the symptoms of a heat stroke? What should people do when they find out someone had a heatstroke? And what can be the results of having a heatstroke?

Figure 7: The feature I had written from my own experience and research.

In order to have clear concepts while writing the feature on "Heat wave" and "Heat stroke," I kept in mind my own experiences and also did some research on the topic so that it could help me write the in-depth and extensive details regarding heatwave and heatstroke.

Chapter 6: Translation

6.1. What is Translation?

The process of changing an original text or word (source language) into a new text or word (target language) while maintaining meaning is known as translation. An editor must take into account the following elements of the original text while translating a piece of writing.

1. Text type: the nature of the text, including poetry, prose, novels, short stories, and so forth.
2. Content: The text's subject matter, including romance, humour, tragedy, and so forth.
3. Context: writing context refers to the circumstances or culture within which the text has been written and is meant to reflect.

6.2 Types of Translation

The course ENG 465: Translation Studies, I learned that there are two different kinds of translation methods used. One method is word-for-word translation, in which every word in the original language is changed to its closest equivalent in the target language. This is known as ‘Literal translation’. The second translation method is sense-for-sense translation. It maintains only the deeper meaning of the source language while modifying and rearranging the ideas in the target language. It is also known as 'free translation'.

Furthermore, there are three different kinds of written translations, they are:

1. Interlingual: Translating or decoding verbal signs using a different language is known as interlingual translation. It involves translating the content into various languages. For example, translating any text from Bangla to English or English to Bangla.

2. Intralingual: Intralingual translation is the translation of verbal signs using verbal signs in the same language. The text needs to be translated in the same language here. For example, translating or decoding any text from English to English or Bangla to Bangla.
3. Intersemiotic: Any translation that employs two or more different semiotic codes—for example, translating words into visuals, numbers, or non-verbal sounds—is referred to as an intersemiotic translation. For example, traffic lights, danger signs etc.

6.3. Translating News Stories

During my internship at *Dhaka Tribune*, I saw translating news stories took a maximum amount of time during my daily tasks. Since local reporters typically send news pieces in Bangla, it is necessary to translate them into English before uploading. My primary task was to translate the reports and press news that were sent to me via email. The majority of the translations I did dealt with news regarding accidents or crimes and weather. Before assigning the tasks, the editor made it very evident to me that the translation needed to make sense. However, in order to guarantee that a quote from a significant figure or fact was understood equally well in Bengali and English, I had to carefully translate from Bengali sources. I had to use caution in particular and patience while searching the online dictionaries for a word when using the sense-for-sense translation approach.

I had to check a few meanings before deciding on the most suitable one. In addition, I asked my colleagues and supervisor for help regarding this matter; one of them taught me how to access *Dhaka Tribune*'s online news archives news online and how I can get the idea easily. For example, searching for news on any specific topic. Also, I noticed that *Dhaka Tribune* uses simple English that is understandable to readers of different backgrounds, it avoids the use of any difficult vocabulary. I learned about the standard usage of words and format of English

news reports from this point onwards. This was a beneficial learning for me in that it answered all my questions about translation. People can receive reliable information about global events from news that has been properly translated.

অবশেষে সমুদ্র শহরকে ভিজিয়ে দিল স্বস্তির বৃষ্টি

কক্সবাজার প্রতিনিধি:
দীর্ঘদিন সারাদেশে তাপপ্রবাহের পর স্বস্তির বৃষ্টি ভিজিয়ে দিল সমুদ্রশহর কক্সবাজারকে। আজ বৃহস্পতিবার সকাল থেকে দুপুর পর্যন্ত থেমে থেমে বৃষ্টি নেমে আসে। এতে সাধারণ মানুষের মাঝে ফিরে আসে স্বস্তি। পুরো এপ্রিল মাসজুড়ে তীব্র তাপপ্রবাহের কারণে জেলার বিভিন্ন প্রান্তের লোকজন বৃষ্টির জন্য প্রার্থনায় মশগুল ছিল। অবশেষে লোনা জলের এই সমুদ্রশহরকে গা ভিজিয়ে দিয়েছে বৃষ্টি।

কক্সবাজার আবহাওয়া অফিস বলছে, বৃষ্টি থাকবে আরও কয়েকদিন। তাপমাত্রা কমে আসছে। সকাল ৯টায় বাতাসের আদ্রতা ছিল ৭৭ শতাংশ। আর বৃষ্টি চলাকালীন দুপুর ১২টায় বাতাসের আদ্রতা ছিল ৯৪ শতাংশ।

এদিকে বৃষ্টির দেখা পেয়ে সামাজিক যোগাযোগ মাধ্যম ফেসবুকে ঝড় তুলেছেন নেটিজেনরা। তাদের টাইমলাইন ভরে গেছে বৃষ্টির গান ও কবিতার স্ট্যাটাসে। অনেকে গায়ে বৃষ্টি মেখে বাড়ির ছাদ ও রাস্তার ধারে দুহাত উঁচিয়ে স্বস্তি নিচ্ছেন। অনেকে এদিক-ওদিক ছুটে চলছেন।

কক্সবাজার শহরের দিন মজুর সামশুল আলম বলেন, 'অনেকদিন বৃষ্টির অপেক্ষায় ছিলাম। অতিরিক্ত গরম সহ্যের পর বৃষ্টি দেখা দিয়েছে। তাই বৃষ্টিস্নানের ভিডিও তৈরি করে প্রিয়জনকে পাঠালাম। বৃষ্টিভেজা শরীরে অনেক ভালো অনুভূতি হচ্ছে।'

শহরের ঘুনগাছ তলার রিকশাচালক সেলিম কায়সার বলেন, 'এই কদিনে যে গরম পড়েছে, রিকশার প্যাডেল ঘুরালে মনে হয় জানটা বেরিয়ে যাবে। আজ স্বস্তির বৃষ্টি হচ্ছে। কী-যে ভালো লাগছে বলে বুঝাতে পারবো না।'

কক্সবাজার আবহাওয়া অফিসের সহকারী আবহাওয়াবিদ মো. আবদুল হান্নান বলেন, বৃষ্টি আগামীকালও থাকার সম্ভাবনা রয়েছে। বৃষ্টির পরিমাণ বাড়লে তাপমাত্রা কমে যাবে।

Figure 8: Assigned news by news reporter from Cox's Bazar which was in Bangla.

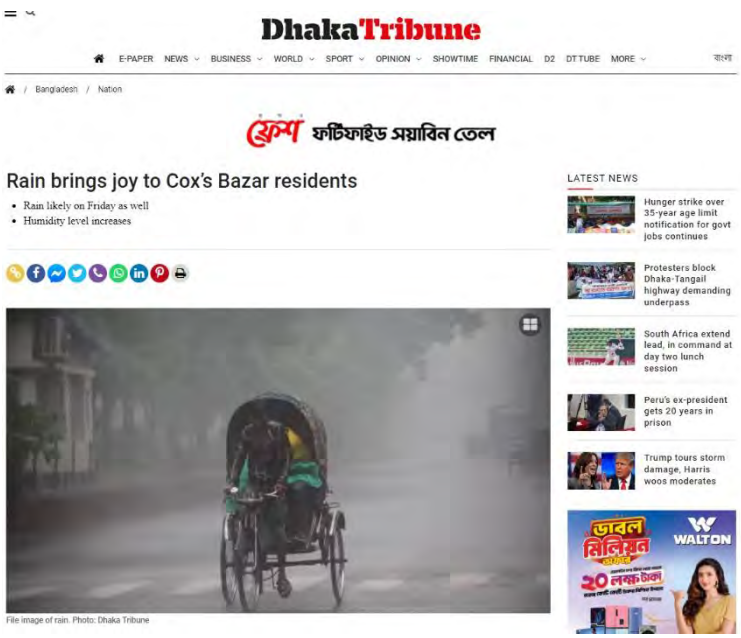


Figure 9: Published news which was assigned in Bangla by news reporter from Cox's Bazar.

I translated the news from Bangla to English

Chapter 7: Process of Publishing News in *Dhaka Tribune*

7.1. Publishing Website

News stories are uploaded via the panel on *Dhaka Tribune's* website. They are referred to as a content management system, or CMS. Subeditors and journalists can access and upload news using their individual user accounts, which come with a password. I was not able to enter the panel on my own because I was an intern subeditor. Thus, another sub-editor gave me access to his account.

7.2. Publish Content

During my internship, my supervisor explained to me how to use their panel to upload a news story in *Dhaka Tribune* news website. She provided me with a user account and password, and asked me to log in into their web panel. I saw several categories labelled Dashboard, Content, Structure, and Shortcuts after logging in on the website's top portion. To post a news story, we had to pick 'Add News,' which is located in the 'Content' section.

By choosing 'Add News,' we were able to find out other categories such as title, standfirst, body, hashtag, tag, byline, and watermark. These boxes need to be filled out accordingly. The 'title' part contains the news headline, while the 'stand first' section contains subheadings that contain short overview or significant elements from the entire story. After that, the news story's source name is always listed in the 'Byline' section. For example, the news must say 'Tribune Desk' if it is written by an in-house editor; similarly, whether a reporter, subeditor, or in-house editor gathers information on their own and writes a news story on it, and publishes it in the *Dhaka Tribune* website, their name must appear in the 'Byline' where their email accounts are also added. The same has to be done if the

information is collected from other news sources, such as *AFP, UNB, BSS, Reuters*, etc. The news agency's name needs to be entered by 'Byline' in this case as well. The news article must then be given in its entirety in the 'body' section. The lead paragraph or introduction should always be written in the present tense. One should provide news-related keywords in the 'Tags' field that reflect the typical search terms that readers use to find a specific story. The 'news type' for news that has been uploaded to a website is 'web.'

In order to upload an image for a news story, the editor must choose 'Content-Media,' which includes sections for the image size and caption. If the CMS did not have any image, I had to get an appropriate image from reporters or seek ideas from my supervisor before uploading the news and image. And we had to edit the image along with a caption accompanying the news.

Chapter 8: Integration of Media Theory in my Internship.

From my course ENG331: Cultural Studies, I learnt about media theories like 'Panopticon and Gaze', and from ENG333: Globalisation and media, I learnt about 'Cultural Imperialism Theory'. The complex connections between media, society, and culture can be better understood through cultural studies. By looking at how media shapes and reflects national identities, values, and power dynamics, cultural studies help us figure out how media affects our daily lives. During my internship at *Dhaka Tribune*, integrating media theory with cultural studies has helped me understand how media stories affect how people think and talk about culture. Integration of media theories with my internship encouraged me to think deeply about how we use media and ethnic diversity, which leads to a more complex view of the media world.

8.1 Panopticon and Gaze

Jeremy Bentham (1748–1832) was an English philosopher, jurist, and social reformer who coined the term 'Panopticon.' The Panopticon reflects a system of monitoring in which people's actions are influenced by their awareness that they are being observed. When used in modern societies, such as Dhaka, this might be seen as a reference to the manner in which surveillance technology, like cameras, social media, and government monitoring, help in the establishment of a culture that is characterised by ongoing observation. As a symbol of surveillance, in the late 18th century, Jeremy Bentham designed the panopticon, an innovative prison design. Jeremy Bentham's Panopticon jail design lets a single guard observe all the prisoners without them knowing. The concept was strongly rooted in control, surveillance, and social order, rather than just incarceration. This makes prisoners feel like they are always being watched, which helps regulate their behaviour. CCTV cameras in offices are the perfect

example of this idea. CCTV cameras in the office make workers feel like they are being watched. This makes them more likely to behave appropriately and get work done on time. While encouraging a culture of conformity, watching employees may make them change how they act. This in turn raises privacy and autonomy issues, like it did for prisoners in a Panopticon. The Panopticon is a great way to think about how CCTV helps control and self-regulation in modern offices. During my time as an intern at *Dhaka Tribune*, I noticed plenty of CCTV cameras located in the office. As soon as I saw the cameras, I knew I had to put down my phone and concentrate on my work. Every step of my workday, from getting to my desk to interacting with coworkers, was recorded.

On the other hand, 'Gaze' is a critical concept in cultural studies that focuses on how perception and visual representation connect with social identities, power relations, and cultural standards. Michel Foucault (1926–1984) was a French philosopher, historian, and social theorist who explored power, knowledge, and social institutions in modern society. Foucault's 'gaze', also known as the Foucauldian gaze, is crucial for understanding social power relationships. This concept helps analyse power dynamics in work experience, as people navigate complex supervision, observation, and social norms. According to Foucault, the use of monitoring systems eliminates the need for sending emails to make workers concern about focusing on their work and finish it on time. During my internship, I experienced panoptic gaze and hierarchical gaze. Panoptic gaze symbolizes monitoring and constant observation. The senior worker's observation can make the junior workers feel watched, causing them to change their conduct to meet expectations. Self-regulation occurs when interns realize a senior colleague is watching them and feels driven to perform better or follow workplace rules. A single look at the CCTV camera has an opportunity to turn people into their own supervisors and require them to self-regulate. For the gaze to work, an overseer's presence is necessary.

Besides, the hierarchical gaze brings out the power relations in the office. A senior worker represents leadership and experience, whereas the junior worker is subordinate. The senior worker observes, evaluates, and judges the junior worker's performance and behaviour. This is what I experienced at *Dhaka Tribune*. It made me feel looked at, encourages my self-regulation, confidence and working interactions. But at times, I felt the gaze also made me feel anxious.

However, I felt responsible and serious regardless of whether the CCTV recordings were being observed. This situation made sense me when I could connect it with Foucault's concept of the 'internalization of the gaze'. Internalization of the gaze illustrates the power relationships that shape behaviour and self-awareness, reinforcing social hierarchies. The idea here is that when people are aware that others are watching them, they will self-regulate in order to fit in. The responsibility for my actions remained with me even while I was working from home.

8.2 Cultural Imperialism Theory

Interning at *Dhaka Tribune* gave me practical experience about the media sector, which was in line with some of the components of the Cultural Imperialism Theory. Cultural imperialism refers to one culture being forced on other cultures, usually through media, politics, or economics. The concept shows how powerful cultures or nations can take over less powerful ones, erasing or not accepting local norms, customs, and identities. As an intern at *Dhaka Tribune*, I have seen directly how the news media coverage often leans toward Western ideas and storylines a lot of time. Since the tendency is to favour Western perspectives, norms, and themes, *Dhaka Tribune* gives complete coverage of news in order to avoid biased coverage. Western media hegemony tends to overshadow or exclude local voices and opinions. Western media coverage of Israel-Palestine can be an example of it. Western media bias includes

baseless assertions, one-sided reporting, and painting ordinary Palestinians as terrorists when Hamas attacked Israel. For example, according to Israeli officials, “Hamas launched an unprecedented attack against southern Israeli forces and communities, killing over 1,400 Israelis and taking over 200 prisoners to Gaza.” This was reported in *Al Jazeera.* This is biased and one-sided, because here they only mentioned the Israelis being attacked. But in reality, looking at the one-year history from October 7, Israel killed more Palestinians than Palestinians killed Israelis, as is evident by the numbers reported by *Dhaka Tribune*. *Dhaka Tribune* covered the same news saying that “A total of 21,320 Palestinians have been killed and 55,603 injured in Israeli strikes in last one year.”

However, cultural imperialism is at play since *Dhaka Tribune* relies on Western news and information sources like *AFP* and *Reuters*. Also, the globalisation driven tendency toward cultural homogeneity is reflected in the manner and organisation of Dhaka *Tribune’*s content, which frequently resembles Western media standards. Evident conformance to Western media standards prevails in both the presentation of news and editorial standards. This may have unintentional consequences of excluding or criticising non-western cultures and experiences. For example, a news story on typical Bangladeshi festivals like ‘Pohela Baishakh’ compared to Western festivals like ‘Halloween’ emphasizing consumerism and entertainment. Interning has brought me to face these issues directly, and I have come to appreciate the intricate web of relationships that exists among cultural impact, power dynamics, and media production.

Chapter 9: Work Experience in *Dhaka Tribune*

Interning as a sub-editor for *Dhaka Tribune* was an unforgettable and invaluable experience. From the very start, my superiors and colleagues have been nothing but encouraging. While I was editing, senior subeditors like Mr. Nafiu Nabil carefully pointed out errors and differences that I missed. I learned the nuances of language, style, and clarity from him, and he did more than just point out mistakes; he described the reasoning behind changes. This practical method not only helped me become a better editor, but it also gave me a deeper respect for the power of words. For example, any specific words can give the news more depth. For example, 'Head-on collision between buses in Faridpur' is a sentence which is basic but if we write 'Five killed in head-on collision between buses in Faridpur', this sentence conveys more depth feelings about the news story because of using two specific words. It also helps the reader to visualize the accident.

Moreover, there was a strong bond among the sub editing team members. We used to spend a lot of time discussing complex segments/topic, and the more technical aspects of a news story. We tried to figure out the best way to put more emotion into words, capturing the depth of the news. Everyone was in a cooperative frame of mind, ready to offer a hand and pick another person's intellect. Lack of time and stress levels were high at moments. My coworkers still stood by me. They offered to help in the office, whether it was by taking on some of my tasks, showing me their editing tricks, or even simply making us laugh. This welcoming workplace decreased stress and encouraged teamwork and belonging.

I am grateful to *Dhaka Tribune* for the many chances it gave me to hone my writing skills. I learned a lot about editing from the experience, including how to check facts and maintain a consistent house style. I gained technical knowledge. However, the most significant thing was

how important it is to communicate clearly and simply. I deeply value the editorial process since I witnessed how my colleagues changed imperfect content into polished pieces. I expect that the knowledge and experience I gained from interning with such a committed team will serve me well in future jobs, and it was a privilege to be an intern at *Dhaka Tribune*.

Chapter 10: Conclusion

My internship at *Dhaka Tribune* taught me that there is no need to be afraid to try new things and explore other hobbies; after all, life is full of exciting adventures. I also learned to share ideas and opinions without fear. It constantly inspired me to think creatively and stand out. I learned the value of having encouraged and beneficial team members throughout my internship period. I learnt that keeping a positive outlook not only helps people develop personally, but it also encourages groups to pull together even when things get tough.

As its motto (The news you want. No more, no less) implies, *Dhaka Tribune* is dedicated to bringing the people, the news that is both honest and ethical. In order to keep its readers pleased, the media organisation works hard to provide what they expect. I was able to improve my writing abilities and get important journalism experience during my three months in internship at *Dhaka Tribune*. Along the way, I was able to put my media education into good use. This also helped me grow into a more matured, punctual and responsible person. Gaining practical experience in the journalism field is important. I intend to put the skills I gained during my internship at *Dhaka Tribune* into good use in the future.

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Appendix 1:

This feature was from *Bangla Tribune,* and I translated it into English from Bangla.

https://www.dhakatribune.com/feature/health-wellness/343549/how-to-maintain-wellness-in-extreme-heat

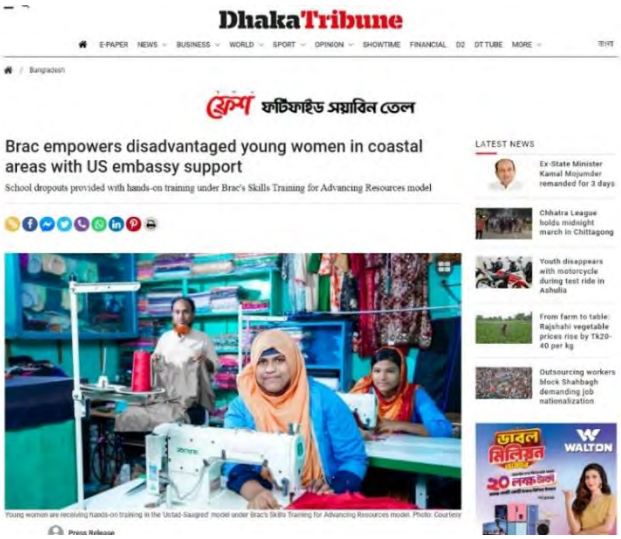
Appendix: 2

I wrote this news story, by collecting information from news stories of other news agencies.

https://www.dhakatribune.com/showtime/345616/padma-shri-winning-indian-artist-now-a-day-laborer

Appendix: 4

The press release that I had edited by following *Dhaka Tribune*, guideline, but did not need to translate.



https://www.dhakatribune.com/bangladesh/343241/brac-empowers-disadvantaged-young-women-in-coastal

Appendix: 5

The news I translated from Bangla to English, which was assigned by my supervisor**.**

https://www.dhakatribune.com/showtime/344294/dhaka-tribune-s-sadia-khalid-reeti-invited-back-as

Appendix: 6

I edited this news by following *Dhaka Tribune* guidelines.

https://www.dhakatribune.com/bangladesh/bangladesh-environment/345425/rainfall-eases-heatwave-woes-for-chittagong

Appendix: 7

The news I took from *AFP* and edited it by following *Dhaka Tribune* Guidelines.

https://www.dhakatribune.com/world/europe/345422/uk-researchers-unveil-face-of-75-000-year-old