



COOPERATIVE EDUCATION REPORT

**DESIGNING AN APPLICATION AND TEACHING COMPUTING SCIENCE AT
SARASAS WITAED SUVARNABHUMI SCHOOL**

WRITTEN BY

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Title: Designing an Application and Teaching Computing Science at
Sarasas Witaed Suvarnabhumi School.

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Abstract

The core objective of this internship is to meet the requirements of Siam University's Cooperative Education program, a program in which a student gets their first taste of corporate life. The Cooperative report entitled "Designing an Application and Teaching Computing at Sarasas Witaed Suvarnabhumi School." includes details of my 16 weeks internship at Sarasas Witaed Suvarnabhumi School in Bang Phli, Samut Prakan. I was assigned a role of a web developer for Intensive English Program and a teacher of Computing Science for Grades 7 – 9 in Bilingual Program of the school.

This cooperative education report gives an account of my job experience as an IT intern, including a variety of tasks. This study explains in full all of the roles and responsibilities allocated during cooperative education. The study's goals include: (1) Putting theoretical knowledge into practice. (2) Gaining deeper understanding of using and developing IT in secondary education (3) Helping school with improving other teachers' work by implementing IT in their everyday working activities. (4) Delivering proper and high standard classes of Computing Science to the students. At Sarasas Witaed Suvarnabhumi School I was assigned to work as a web developer for Intensive English Program, and as a teacher of Computing Science for Grades 7 – 9 in Bilingual Program, which gave me an opportunity to develop and improve both my IT skills and instructing skills. In IEP I was responsible for ideating and executing social media campaigns, designing stories, creating content, campaigning analytics, and maintaining and

troubleshooting school computers and their networks, systems, and databases to ensure they run smoothly. Also, I was assigned to develop an application to help the teachers make their examination and other tests more generic. While instructing the Computing Science to the students of Bilingual program, I was responsible for planning lessons according to curriculum standards, staying abreast of latest IT trends, performing regular hardware and software updates on classroom IT devices, monitoring students progresses through administering the assignments, quizzes, and tests, keeping track of students' grades.

This report consists of how I solved my problems faced and the learnings that I got from my internship period. Also, this internship report has been a great way of presenting my learning and challenges in gaining real-life experience. I have presented how theoretical knowledge has helped me polish my skills. Lastly, the conclusions drawn, and recommendations made are completely based on my understanding and knowledge with this time of internship.

Keywords: Web Design, Web Application, Computing Science, Teaching and Learning

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Secondly, I am very much thankful to Sarasas Witaed Suvarnabhumi School for accepting me as an intern and allowing me to learn at the place about IT instructing and web design. I am grateful to Ms. Dollapach Ritnuange, Principal of the school and Ms. Paradee Poonsomponpan who always guided me and praised me for my work. They were very much motivating and always willing to share their knowledge with me. At the same time, I am also grateful to all those employees of the school who guided me and helped me in getting an insight into the implementing all my knowledge to work at the school and share their experience with me.

At last, but not least, I full-heartedly want to thank all people who have directly or indirectly guided me during my internship program and helped me in the completion of this project.

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Chapter 1: Introduction.

1. Company Profile

Sarasas Witaed Suvarnabhumi school is a large private Christian school ^[1]. It is located at 198 Moo 4, Bang Phli - Nam Daeng Rd., Bang Phli Yai Subdistrict, Bang Phli District, Samut Prakan Province, 10540. Sarasas Witaed Suvarnabhumi School is the 21st school in the Sarasas group of schools, starting to operate in February 2008 with the aim of providing students with more knowledge, proficiency, and skills in using English under the curriculum of the Ministry of Education. It was established with bilingual teaching system using English as a medium of instruction by Mr. Piboon Yongkamol on behalf of Saeng Ngeen Pattana Company Limited. It received permission to establish a school in February 2008, with the opening of educating in general system from Pre-Kindergarten to Kindergarten 3 and Bilingual system from Kindergarten 2 to Grade 3. Since 2012 the International Education Program was established, being renamed into Intensive English Program in 2020.

Total number of students is around 4,000, and teachers – 350 (both Thai and Foreign). There are 6 buildings for teaching and learning, one Conference Hall, 3 canteens, one swimming pool and 2 domes for gatherings and playing sports. The first academic year was in 2008 with students from Nursery - Grade 7.

1.1 The School Philosophy

School Philosophy "Morality is the subject that leads to developing oneself". The meaning of the philosophy "morality leads people development" means goodness and beauty such as intelligence, courage, justice, honesty, purity, sobriety, scriptures, politeness, benevolence, frugality, perseverance, virtue must precede knowledge which is more important. Virtue brings knowledge It is a stream of knowledge flowing from that spring. All that will help develop the students' own lives, make the life better, study to improve it, and learn for a better life.

1.2 School Motto

“AGE QUOD AGIS” - do what you are doing^[2]. An imperative phrase in ascetical writers to point up the value of not scattering one's moral forces but of concentrating on one responsible task at a time. More often translated as "do well whatever you do". Literally translated, it means "do what you do"; figuratively it means "keep going, because you are inspired or dedicated to do so". This is the motto of several Roman Catholic schools. It was also used by Pope St. John XXIII in the sense of "do not be concerned with any other matter than the task in hand"; he was allaying worry of what would become of him in the future: his sense of "age quod agis" was "joy" regarding what is presently occurring and "detachment" from concern of the future.

1.3 The School Strategies

Currently, the school is providing quality education to students. Also, the school is trying to develop more in languages, music, and neat handwriting^[3]. Since the world is going more forward in technology, the school is being focused on developing the students' technological skills and also encouraging its students to use them. The school is also taking part in different contests, competitions, and projects for its promotion. The long-term strategy of the school is to be able to provide quality education to their students while also providing their students with development opportunities.

2. Organizational Structure

The organizational structure of schools varies distinctly depending upon the type of institutions and their culture. Like in any other organizational structure, Sarasas Witaed Suvarnabhumi School organizational structure has different levels between the employees. The Area 3 Director and the Board are in the executive level followed up by the Principal. These two levels are the highest rung on the organizational ladder. There are different Assistants in different sections (Kindergarten, Primary, Secondary) under Principal and some technical divisions (HR, Accounting, Reception, etc.). In total there are five major departments which then has their own team members and interns.

2.1 My Job Position

After negotiating with the Assistant responsible for Foreign Teachers and with the IT team of the school I was assigned to handle two responsibilities: to develop and application for the teachers to help them make their assessment tests more generic (this was mainly in the Intensive English Program of the school), and to teach Computing Science to the students of Years 7 – 9 in Bilingual Program. And in both cases I was under the supervision of Foreign Teachers Coordinator Mr. Gregg Spadling.

2.2 My Intention and Motivation to Join the School

Since I joined my Bachelor's degree, and being interested in Information Technology in general, I have come to realize that doing your job at a school will have a lot of advantages. School administrators and government officials have an impact at the legislative level, but it is teachers who directly affect students in the classroom—that is, after all, where learning takes place. You won't be able to improve the quality of education for every student around the globe, but you will be able to for your students. The importance of being a teacher cannot be overstated. Helping just one student can make the job worth it, but over a long and productive career, you have the chance to help thousands of students. Essentially, becoming a teacher lets you take part in shaping the next generation. Together with the teaching, I can develop my technological skills by helping the teachers and the students.

2.3 Strategic Analysis of the School.

In this section, I will use a SWOT analysis to present Sarasas Witaed Suvarnabhumi School's strategic analysis. So, starting with SWOT analysis is a framework used to evaluate a company's competitive position and to develop strategic planning. SWOT analysis assesses internal and external factors, as well as current and future potential.

Strength

- Established school
- Education Network

Opportunities

- Connection building
- New Program

Weakness

- Highly competitive
- Lack of marketing

Threat

- Competition
- Bad marketing

Figure 1: SWOT Analysis of Sarasas Witaed Suvarnabhumi School

Strength:

1. Established school: Sarasas Witaed Suvarnabhumi is one of the most famous schools in Bang Phli District area. This has helped the school to maintain a reputation in the mind of people by consistently delivering proper and good results. Sarasas Witaed Suvarnabhumi is among the successful schools, and this proves as its major strength since the school still being in existence even after high competition shows its better quality.

2. Education Network: Sarasas Witaed Suvarnabhumi School is serving students from nursery, kindergarten, primary and even secondary levels. This proves as a major strength to the school as students who complete their high school are more likely to study higher education in the high ranked universities because of proper instruction.

3. Active in Social Media: Sarasas Witaed Suvarnabhumi School is available in social media platforms^[5] and is constantly in contact with its students and parents through them.

Weakness

1. Highly competitive: Since education is one of the most competitive segment in the world, similarly in Thailand also education industry tends to be highly competitive^[6]. The lack of proper marketing of the school has caused it to lose its highlight and focus which are taken by other educational establishments. This can be seen as one of the major weakness of the school which is to take proper measures to attract students.

2. Lack of marketing: Sarasas Witaed Suvarnabhumi School tends to use different digital platforms to market itself, but lack of consistence and content has been a major issue

in marketing. Also lack of upper management viewing and processing the marketing plan faster is causing the school to lose huge number of students.

Opportunities

1. Connection building: Building connection with other companies and providing students better facilities and opportunity to grow themselves is always a major selling point of schools. If the school is able to bring some big names even now and then for guest teaching, as well as lower down the teacher retention, then it is highly possible to use this as a marketing tool for the school and also help in growth of their students.

2. New program: Introducing new program which is a great opportunity with comes with its own risk. But being able to introduce new program and run is successfully has its own benefits to the school and a great expansion strategy of it.

Threat

1. Competition: Since education is one of the most profitable business it has its own competition and people are most likely to try to gain competitive advantage over others^[7]. Any activity done by a competitor is most likely to affect school directly or indirectly.

2. Bad marketing: A bad marketing or any bad activity done by a student, or a teacher also results in overall image of the school to be down^[8]. This affects the image of the school and disrupts the flow of students in it as it makes people think the school to be bad and not suitable for their child.

2.4 Objectives of this Co-operative studies

The following is a list of the study's objectives:

1. Recognize the gaps between theoretical knowledge and real-world market conditions.
2. Recognize the issues, identify sensible remedies, and implement them to avoid potential roadblocks in the near future.
3. To have a better understanding of IT developing strategies and education system, and to improve my talents in this area.
4. To research the most cutting-edge and in-demand abilities in this ever-changing environment.

Chapter 2: Co-op Study Activities

2.1 Job Description and Responsibilities

My overall purpose of the job was to work with the Foreign Teacher Coordinator and collaborating with other teachers to plan, develop and implement all aspects of the school's strategy to reach more students and build strong relationships with co-workers. During the internship period at Sarasas Witaed Suvarnabhumi School, I was assigned the positions of a teacher and an app developer. My job description and responsibilities are as follows:

1. Developing and issuing educational content including notes, tests, and assignments.
2. Supervising classes to ensure all students are learning in a safe and productive environment.
3. Organizing supplies and resources for lectures and presentations.
4. Delivering personalized instruction to each student by encouraging interactive learning.
5. Planning and implementing educational activities and events.
6. Ensuring your classroom is clean and orderly.
7. Preparing and distributing periodic progress reports and semester report cards.
8. Attending parent-teacher meetings.
9. Evaluating and documenting students' progress.
10. Allocating and grading homework, assignments, and tests.
11. Developing and launching the application for teachers to help them make their assessment tests more generic and easy to use.

2.2 Activities in Coordinating with Co-workers

Effective communication with our co-workers reduces misconceptions and increases productivity. Effective communication also fosters positive professional connections and helps us and our co-workers to work together to address problems. As a result, the workplace will be more enjoyable and less stressful.

As an intern in Sarasas Witaed Suvarnabhumi School under the Foreign Teachers Department, I was constantly working at implementing and developing all the tasks needed for teachers. Also, since I was the only intern at the department, I had to work with both teaching duties and IT duties. This was one of the major difficulty in the beginning but after learning to take these hand in hand it became quite an easy task and helped me learn a lot about thriving in education sector.

2.3 Job Process Diagram

There are five essential steps in my job procedure. To begin, we would get the books from the school library and learn their curriculum. Secondly, we would plan the semester-wise sequence of the lessons, then, expand those to week-to-week structure. After that, we'd instruct the students to gauge their interest in learning IT subject. Fourth, we would use tests and other types of assessments to see whether the students have acquired some knowledge. Finally, we'd organize the activities so the students can show what they have learnt.

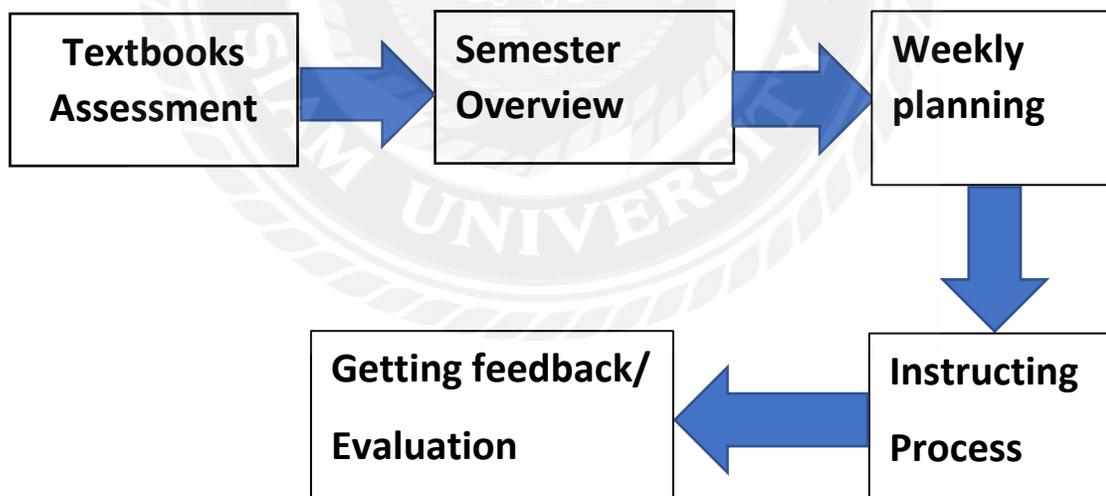


Figure 2: Job process Diagram

2.4 Contribution as a Co-op Student in the School

My task as an IT intern initially was only to do the delegated work assigned by my supervisor and that would usually consist of planning, delivering, and evaluating the Computing Science lessons to the students and working on the application for the school to make teachers work easier. I also had to cooperate and collaborate with other teachers as those who were teaching in the same classes, where I was an instructor, as with the ones who provided me with the necessary data to launch the school online application. I had to develop my own process mapping and learn how the process would be carried out step by step. I also had to submit a self-evaluation report every week, together with the assessments of my students' performance to the Coordinator and the Assistant. Planning, decision making, cooperating, and collaborating as well as coordinating abilities would be my most applied skills at this school. Also, I have acquired some knowledge of Human Psychology and human behavior management skills.

Chapter 3: Learning Process

In this section, I will discuss the challenges I encountered during my internship and how I dealt with them, with some specific examples.

3.1 Problems and Their Solutions

The curriculum area: In this area, the problems include the following components: goal, content, teaching/learning methods, evaluation, time, and space.

After analysis of the content with other teachers during my internship course, the components obtained regarding goals were too high expectations from the students, which demanded many goals from the students during a semester^[9].

The content of the curriculum: After analysis of the content of the curriculum, we had found that there are too many assignments and the existence of courses unrelated to the course taught. In relation to the curriculum content, we found the lack of a proper sequence in curriculum and the students' not passing the prerequisite courses: I do not have mastery over the books provided at all, so I should have adjusted those to my present knowledge and to proper instructing the students on those.

Component of teaching-learning strategies: After analysis of the content of the content, the issue of lack of proficiency in teaching subjects such as Computing Science was obtained.

Some other problems I would like to mention:

- As an inexperienced intern, I believed that the school did not give sufficient work ethic guidelines, which may lead to unfavorable results for any company and can harm the organization's working etiquette.
- Another issue I've had is completing the assigned work. There are several methods to perform the job, but the supervisor requires no particular approach, which has confused me due to a lack of good recommendations or guidance.

- While working, misinterpretation of the fundamental objectives happens as the problem of miscommunication arises because of diverse viewpoints of team members, which are normal and differ from that of others which affects the group project work done.

- Difficulties in communicating also hampered my job because I was unsure how to tackle numerous issues because there was no one to assist me.

And here are some ways to resolve the problems mentioned above:

- The school will need to engage in training to plan and execute the movement for the potential outcomes that I mentioned can enhance the working environment.

- There should be adequate working guidelines in the beginning, which I requested from my supervisor so that I can work comfortably.

- Even after finishing the task, I would double-check to verify that it was done correctly, and I would review the work with my supervisor to ensure that it was done correctly.

- I also began to catch up with the other members, and my effort began to be recognized and appreciated.

3.2 Recommendations for the School

1. Being one of the mostly recognized schools providing decent education Sarasas Witaed Suvarnabhumi School has been serving for many years. It has been doing a good job in providing quality education, but they have been lacking a little behind in the area of management and organization.

2. Most of their students are coming in for admissions through word-of-mouth but as the development of technology has been increasing in rapid pace, Sarasas Witaed Suvarnabhumi School must promote their brand name more through digital platforms. Though they already have Facebook page, they must update it on daily basis so that parents are aware about the environment of the school and achievements gained by both teachers and students.

3. The programs provided by the school are often seen as a great incentive to bring in more students. Though, the school has a high rating of teacher turnover that influences

the quality of the education provided. Those in power have to learn how to manage their staff successfully and take care of their teachers more professionally.

3.3 What I Have Learned during the Co-op Studies

After all my years of studying at Siam University, I could grab knowledge in myself about business, management, marketing, start-ups, and a variety of other topics. Putting my theoretical knowledge into practice, I worked at Sarasas Witaed Suvarnabhumi School and learned about the following factors:

- Communication is one of the most crucial and primary roles necessary in organizations. Effective communication is essential to interact with different levels of individuals in the firm to undertake day-to-day tasks to complete production. I learned about the organization's communication procedure.

- Planning: I learned about the planning process, in which my seniors provided their inspiration for continuous production and worked to ensure the proper implementation of plans produced. In education, as in any other business, planning entails various activities such as developing new strategies, analyzing the up-to-date requirements, preparing for a specific roles, and so on.

- Decision making: I learned how the Senior staff must make numerous judgments throughout the education management process, such as planning, applying the differentiation and individualization for achieving the best results in educating every person, etc.

- Controlling: I learned to ensure that all operations are carried out as planned, and I used to report any problems to my supervisor.

- Coordination: I learned and did my best to collaborate with all parties involved during my internship to decrease uncertainty and challenges. I used to assist others in completing the assignment effectively in the allotted time. If I didn't understand something, I would approach my superior for help. It taught me the value of cooperation in an organization to complete work correctly.

- Follow-ups: During my employment, I was responsible for maintaining follow-ups, particularly with all the parties involved. Assessing the students, as well as self-evaluation helped me a lot to foresee the possible problems and challenges.

3.4 The Knowledge Applied from My Studies

This internship program was created to help students grow and gain real-world job experience. Its purpose was to provide students with practical information as well as to assess how they function in real life. Only academic knowledge will not complete any student, thus practical applying of the knowledge is critical, and internships enable the exploring of those.

Practical insights linked with the gaining knowledge we had had a very essential part in our ability to function in the actual world. Everything we learned in our lectures and seminars at Siam University, from the basics to more complicated ones, came in handy during my internship. It has given me a better understanding of the significance of minor details that we often overlook.

The significance of brand value in developing a distinct image in the market to generate a competitive advantage for the brand, which aids in positioning. The adoption of a systematic brand creation and management approach to promote and market on social media. everything I learned in my coursebook assisted me throughout my internship in creating strategic analyses, identifying brand value propositions, and promoting through various marketing methods such as internet promotion and product strategy at various market placements.

During my time at my organization, I've become a much more confident person in dealing with individuals in education, and, I believe, at any workplace in the future. This curriculum has not only provided a practical understanding of how things are done in the actual secondary education world but also how we apply our academic knowledge in connection with our experiences and gut feelings to operate while nailing your skills in becoming a real teacher, and a real application developer.

I learned the value of good communication and teamwork in an organization with diverse perspectives on teaching and learning, delivering instructions, technology knowledge that I learned in class and obtained real-world experience. Finally, as an IT student, I learned a lot about how to apply technology in education, about work cultures,

and diverse abilities such as communication, socializing, interacting, work ethics, discipline, collaboration, and so on.

3.5 Special Skills and Knowledge Learnt from the Co-op Studies.

Through my entire period of internship, I implemented the theoretical knowledge that I had acquired during my study. With the constant guidance from my supervisors, I was able to implement some of my learnings during my internship period. Attending meetings on a regular basis with the other teachers of different nature has made me understand the professional culture.

I have not only learnt to draft engaging contents but also have made PowerPoint presentations which are effective and make an impact on the students and teaching and learning process. Working in rush for meeting the deadlines has taught me to manage my time according to priority and be prepared for any outcomes that you may not have been predicted for example be prepared for technical issues. I have made a habit now to triple check all the important documents and confirm with my supervisors before submitting them for approval of new ideas and contents. Having an interest in developing IT applications and getting to handle the same platform for the school and doing the internship in this field also helped me to gain knowledge and have a better understanding on how this field works but also make connections and build professional networks that will help me in the future end favors.

Sarasas Witaed Suvarnabhumi School has provided an excellent opportunity to learn and grow in a professional world. I was able to get practical experience teaching and learning, and in applications development. Not only did I learn a lot about those areas, I challenged myself through my weakness and grew in areas that I really wanted to. With all the given responsibilities and support from my other team members I was able to hone my skills. Working as a marketing an IT developer and a teacher it was really thrilling to observe all the processes of my internship organization. With the contribution of my supervisors by patiently educating me and giving me the key responsibilities, I was able to plan and finalize very good contents. The opportunity of this internship has taught me to become a better professional as a whole.

Chapter 4: Conclusion

4.1 Summary of Highlights of My Co-op Studies at the School

During this internship, I was faced with various career dilemmas that were related to my future goals. These dilemmas included whether to pursue a teaching job, start an online business, do programming, or to go for a Master's degree immediately after completing my IT for Business course. However, after the completion of the internship, I was able to make a much more informed and confident decision regarding my future path. This was due to the experience and exposure that I gained during the internship.

One of the key lessons that I learned during my internship was the importance of time management. In our daily lives, we are often faced with various responsibilities and obligations that require our attention. As an intern, I was required to be punctual in my work and this helped me to prioritize my career and studies over other activities such as spending time with friends or attending parties. I now understand that we are all limited by the amount of time that we have and it is crucial to make the most of it. This realization has taught me the value of time and how to effectively manage my activities so that I can allocate sufficient time to each of my responsibilities.

I also developed my communication skills during my internship. I was able to keep open lines of communication with my supervisors, co-teachers, and students. I found this to be an essential aspect of my internship as it helped me to build positive working relationships and to effectively share information and collaborate on projects. In the coming year, I aim to continue developing my communication skills, specifically in terms of active listening and business writing.

In addition to the practical skills that I acquired, I also learned the importance of empathy and understanding in the workplace. I learned how to help my colleagues and students and to appreciate the unique qualities and strengths that each individual brings to the table. I was fortunate enough to learn from my more experienced co-workers and to develop positive relationships with them. These relationships were a valuable source of support and guidance throughout my internship.

Finally, I would like to emphasize the significance of this internship experience for me. The skills that I gained and the lessons that I learned will undoubtedly be valuable assets in my future professional responsibilities. The necessity of time management and self-motivation are two of the most important lessons that I gained from my 16-week internship experience. I am confident that I will continue to apply these skills in my future endeavors and I am grateful for this opportunity to have gained such valuable experience.

4.2 My Evaluation of the Work Experience

Working at Sarasas Witaed Suvarnabhumi School has been a life-changing experience for me as an intern. During my time there, I was able to develop and master various essential skills that will be invaluable to me in my future career. The internship provided me with hands-on experience and helped me to understand the actual work environment in the field of education.

One of the most significant skills I learned was planning. As a teacher, I had several tasks to complete and meetings with other teachers to present new ideas. This experience allowed me to understand how important it is to plan and prioritize tasks in order to ensure that everything runs smoothly. I was able to improve my organizational skills and learned how to prioritize my time effectively, which will benefit me greatly in my future professional life.

Another important skill I acquired during my internship was communication. As a teacher, I was required to communicate with students, other teachers, and administrators. This experience allowed me to improve my communication skills and taught me how to communicate effectively with others. I was able to understand the importance of keeping lines of communication open and learned how to express my ideas and thoughts in a clear and concise manner.

The internship also taught me about decision-making and collaboration. Because not everyone has the same personality when it comes to teaching and learning, I learned the importance of understanding the needs and preferences of the people I am working with. This experience helped me to value the different areas of the school and how we

should all work together as a team. I was able to collaborate with my colleagues and learned how to work together to achieve our common goals.

One of the most important things I gained from my internship was the improvement of my interpersonal skills. I was able to interact with all parties involved in the education process and learned how to deal with different personalities and work styles. This experience helped me to increase my self-esteem and confidence, and I was able to overcome my limits and maximize my skills.

Another critical aspect of my internship was networking. I was able to broaden my professional network and make new connections that will benefit me in my future employment. This experience taught me how to create a professional attitude and conduct that will be crucial in my future career.

Finally, the internship helped me to balance my work and personal life. I learned how to deal with stress and how to manage my time effectively. This experience taught me the importance of taking care of myself and how to maintain a healthy work-life balance, which will be essential for my future professional success.

In conclusion, my internship at Sarasas Witaed Suvarnabhumi School was a fantastic opportunity for me to grow both personally and professionally. I learned so many valuable skills that will be beneficial to me in my future endeavors. I am grateful for the experience and for the opportunity to work with such a dedicated and passionate team.

4.3 Limitation of my Co-op Studies

During my Co-op studies. I have faced the following limitations:

1. The internship term was not long enough to learn everything there was to know about education and how all works inside a certain organization.

However, I was still able to gain valuable experience and insights during my time at Sarasas Witaed Suvarnabhumi School. I was able to witness firsthand the inner workings of an educational institution, including the daily routines and operations of the staff and teachers. I also had the opportunity to work with my colleagues and learn from their experiences, which gave me a broader perspective on the field of education.

Additionally, I was able to gain practical skills in areas such as communication, teamwork, and time management. I was able to develop my interpersonal skills and practice active listening, which is a crucial skill in any profession. I also learned the importance of teamwork and collaboration, as I was part of a team responsible for creating and implementing new ideas. Through this process, I was able to learn how to work effectively with others and how to address any challenges that may arise in the workplace.

Moreover, I was able to understand the importance of time management in the workplace, especially in an educational institution. With a heavy workload and numerous responsibilities, it is imperative to prioritize tasks and manage your time effectively. During my internship, I was able to learn how to prioritize my tasks and allocate my time accordingly, which will be a valuable skill in my future endeavors.

In conclusion, even though the internship term was limited, I was still able to learn and gain valuable experiences that will benefit me in my future career. I was able to gain practical skills and understand the importance of various aspects in the workplace, such as communication, teamwork, and time management. The internship provided me with a valuable opportunity to grow both professionally and personally, and I am grateful for the experience.

2. The 16-week internship term at Sarasas Witaed Suvarnabhumi School was a wonderful opportunity for me to gain hands-on experience in the field of education. However, I came to realize that there is a vast amount of knowledge and skills that one needs to master in order to become a successful teacher. The internship term was not long enough to learn everything there was to know about teaching and learning.

Despite its limited duration, the internship provided me with an insight into the various aspects of teaching and learning. I was able to work with a team of experienced teachers and observe their teaching techniques, approach to handling difficult students, and methods for encouraging student engagement. However, the term was not enough to

allow me to fully understand and incorporate all of these techniques into my own teaching style.

In addition to the hands-on experience, I also attended various workshops and training sessions during my internship. These sessions were aimed at improving my teaching skills and broadening my understanding of the education sector. However, due to the limited duration of the internship, I was only able to attend a few of these sessions, which did not provide me with an in-depth understanding of the topics covered.

Moreover, I was also tasked with various administrative duties during my internship, such as preparing lesson plans, grading assignments, and conducting parent-teacher conferences. While these tasks helped me understand the various responsibilities of a teacher, I was unable to gain a complete understanding of the entire education system and the various processes involved in running a school.

In conclusion, while the internship term provided me with valuable experience and knowledge in the field of education, I came to realize that there is much more to learn and understand about teaching and learning. A longer internship term or a more comprehensive training program would have allowed me to gain a deeper understanding of the education sector and how it operates. Nevertheless, I am grateful for the opportunity I had to intern at Sarasas Witaed Suvarnabhumi School and I look forward to using the knowledge and skills I acquired to continue my professional development in the field of education.

3. It is important to note that while this report provides valuable insights and lessons learned from my personal experience during my internship, it may not necessarily be applicable to other organizations or individuals in different sectors or regions. The education sector, as well as other industries, can vary greatly in terms of their operations, policies, and processes. Thus, the information and observations gathered from my internship may not be directly transferable to other organizations, even those in the same field. Additionally, factors such as geographical location, cultural differences, and organizational structure can all play a role in shaping the unique experiences and

challenges faced by individuals in different settings. Therefore, while this report provides a useful window into my own personal journey and learning during my internship, it should be taken as just one example among many, and others are encouraged to seek out their own experiences and insights that are relevant to their specific circumstances.

4. It is important to note that this report is not exhaustive in nature and only includes some of the learnings that were experienced during the internship term. Other valuable experiences and lessons learned that are not included in this report may include personal growth and development, enhancing soft skills such as teamwork, leadership, and time management, as well as learning about company culture and values. These omitted experiences are just as important as the ones included in the report, but due to the limited scope of this document, they have not been discussed in detail. Nevertheless, the intern has undoubtedly taken away a wealth of knowledge and experiences from the internship, which will be useful in future personal and professional endeavors.

4.4 Recommendations for the School

My internship was a really fruitful one however there are a few constructive suggestions I would want to make to the organization in order to help it flourish in the future.

1. The organization should invest more into training the staff on new techniques, technologies and achievements in education, in teaching and learning processes.

2. There are numerous potential for increased growth in various areas if the school's communication style is not solely top-down.

3. Employees and the education industry as a whole have growth opportunities if they can adapt to emerging technology in their basic and day-to-day operations.

4. The school can develop its own community by investing in developing its websites and other platforms to get higher reach and accessibility to the organization.

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Appendixes



Image 1: Teaching IEP year 9



Image 2: In a lunch break with the students



Image 3: Teaching Basic Programming



Image 4: Teaching Coding



Image 5: Teaching coding



Image 6: Presenting my app to the team

Choose File No file chosen

Number of questions:

Test versions: (for example: ABCDE)

School Name:

Exam Name:

Programme Name:

Grade:

Subject:

[GENERATE QUIZ](#) [SHOW THE ANSWER KEY](#) [DOWNLOAD](#)



Image 7: My Simple Web App for Randomizing the Test Questions


Sarasas Witaed Suvarnabhumi School
THE MYSTERY OF ALLEGRA **Version C** **2 / 2022**

<p>1. when someone is not happy¹</p> <p>a. pale b. sad c. fair d. nun</p> <p>2. 'Go away! Go away!'²</p> <p>a. Allegra b. Margaret Henderson c. Chiara Henderson d. Adrian</p> <p>3. Allegra was _____ old.³</p> <p>a. five years and two months b. five years and three months c. four years and three months d. four years and four months</p> <p>4. They were travelling in _____.⁴</p> <p>a. April b. March c. May d. February</p> <p>5. 'You must go back to bed now, Allegra. I'm not going to take you to your mother.'⁵</p> <p>a. Margaret Henderson b. Adrian's mother c. Adrian's father d. Adrian</p>	<p>21. Adrian got married to _____.⁶</p> <p>a. an English girl b. a French girl c. an Italian girl d. an American girl</p> <p>22. Allegra couldn't say _____.⁶</p> <p>a. hallo b. the letter 'r' c. the letter 'c' d. goodbye</p> <p>23. a place where dead people are put under the ground⁷</p> <p>a. corridor b. balcony c. cemetery d. disappear</p> <p>24. Adrian went to university when he was _____.⁸</p> <p>a. sixteen b. eighteen c. nineteen d. twenty</p> <p>25. 'Papa didn't like Mama and he took me away from her. I didn't see her for a long time.'⁹</p> <p>a. Adrian</p>
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Image 8: My Simple Web App for Randomizing the Test Questions after Generating the Questions

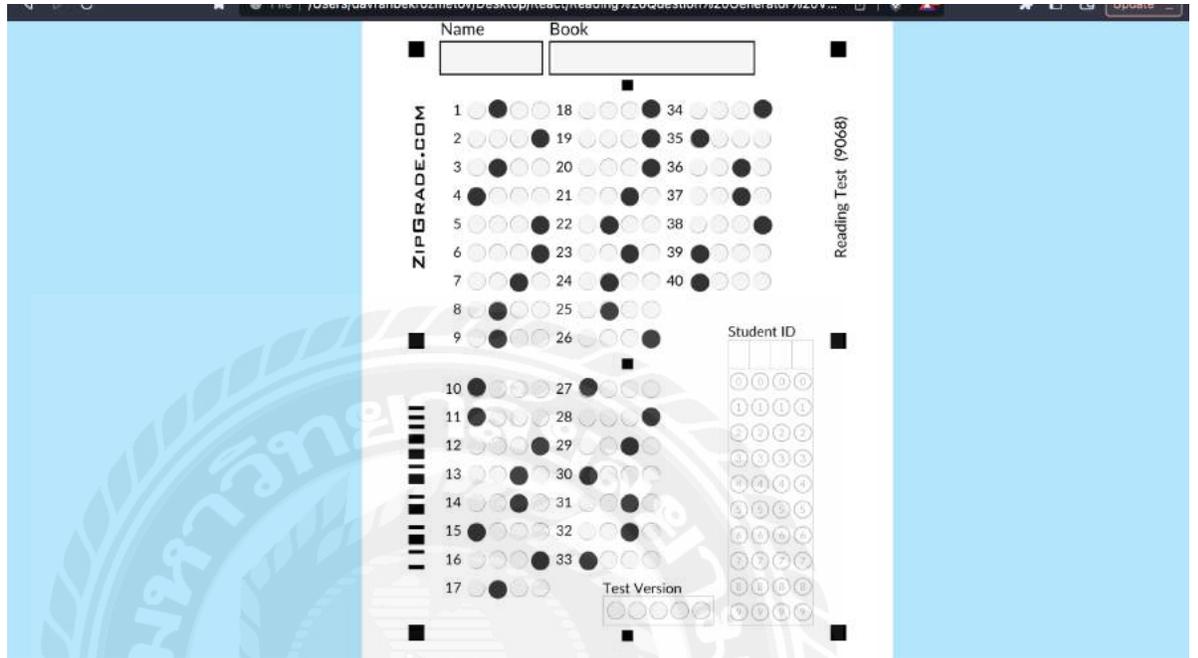


Image 9: My Simple Web App for Randomizing the Test Questions-Generated Answer Keys

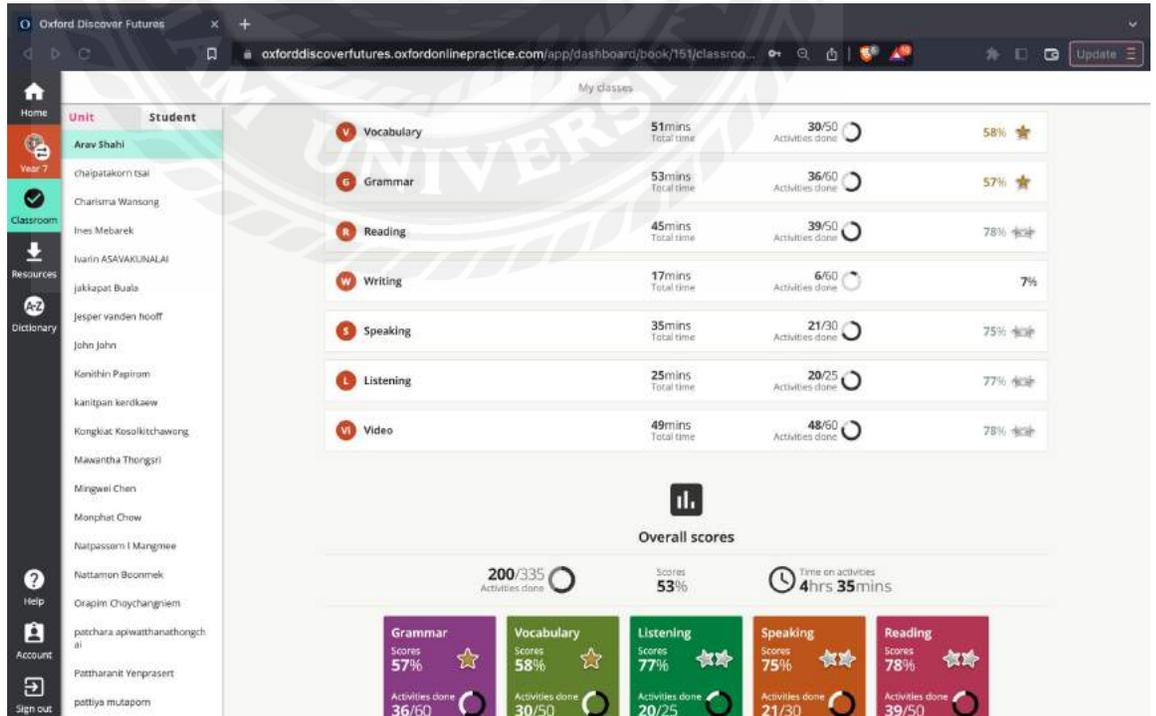


Image 10: Oxford Discover Futures Online Practice Page I have managed for the IEP Language class results

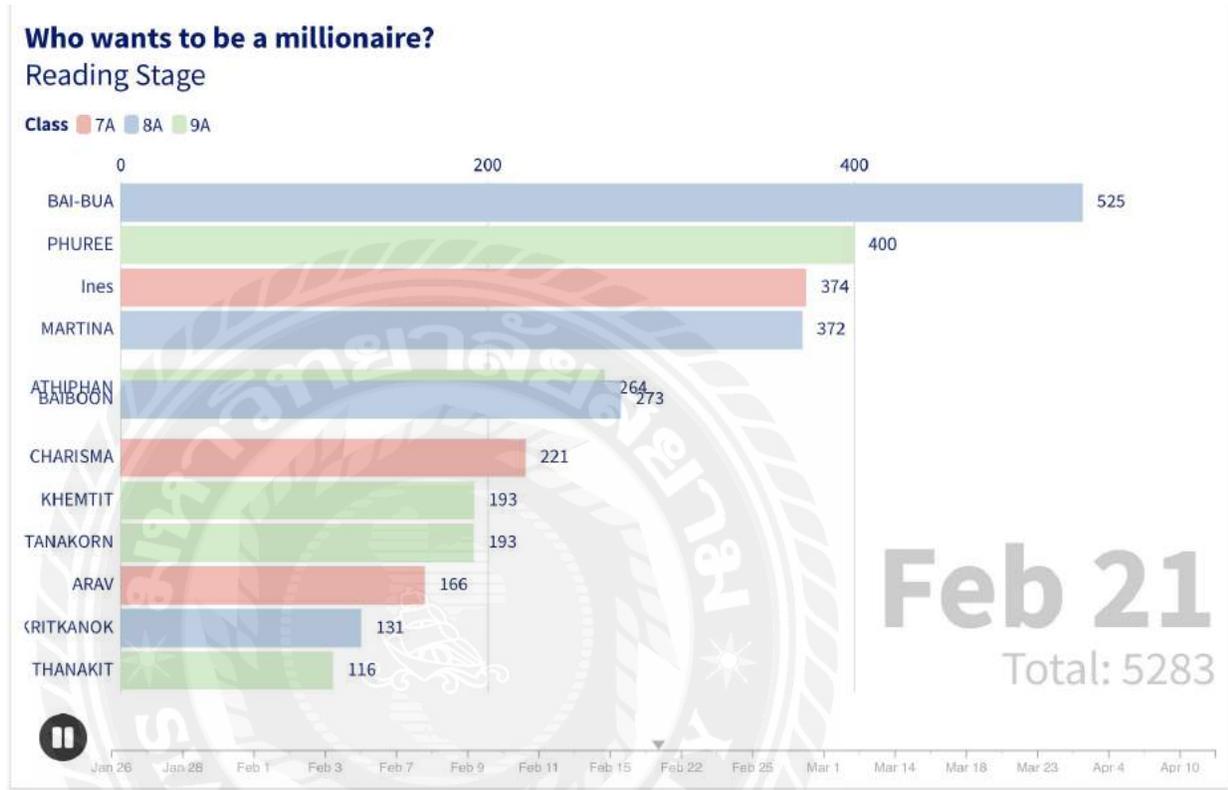


Image 11: The Reading Competition I oversaw during my Internship