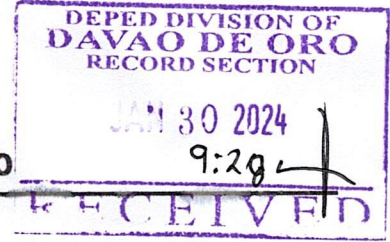




Republic of the Philippines
Department of Education
 REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
 Superintendent

January 24, 2024

DIVISION MEMORANDUM
 No. 062, s. 2024

2024 DIVISION SCHOOLS PRESS CONFERENCE (DSPC)

TO : Assistant Schools Division Superintendent
 Chiefs, CID and SGOD
 All Education Program Supervisors
 Public Schools District Supervisors
 District Coordinating Principals
 Private and Public Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to Republic Act (RA) No. 7079, also known as the **Campus Journalism Act of 1991**, the Schools Division of Davao de Oro announces the conduct of the **2024 Division Schools Press Conference (DSPC)** with the theme, **“Championing the MATATAG Agenda as a Change Driver through Campus Journalism”** at Nabunturan National Comprehensive High School, Nabunturan, Davao de Oro on **February 2-5, 2024**. Day 0 shall be on **February 2** intended for the arrival of the delegates and opening program.

2. The conference aims to:
- a. demonstrate understanding of journalism through skillful execution in various platforms (i.e., print, broadcast, online);
 - b. recognize the role of journalism in advocating for social consciousness and environmental awareness;
 - c. promote fair and ethical use of media as tenets of responsible journalism;
 - d. foster camaraderie and enrich learning experiences through healthy and friendly competition; and
 - e. provide learners opportunities to use the skills learned in campus journalism for their future careers.

3. Eligible participants include the following:

Individual Categories	One per school per medium
Group Categories	One (1) team per medium (Composed of five 5 and 7 members each team)
School paper Category	One per school per medium



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4. All schools are required to submit school paper publications in Portable Document Format (PDF) or digital format. Deadline of submission shall be on February 24, 2024 through google drive to be provided by the Division Campus Journalism Focal. **No paper no contest policy shall be strictly implemented.**

5. The DSPC activities shall include the following:

a. Individual Contests

- i. News Writing
- ii. Feature Writing
- iii. Editorial Writing
- iv. Sports Writing
- v. Copyreading and Headline Writing
- vi. Science and Technology Writing
- vii. Photojournalism
- viii. Editorial Cartooning
- ix. Column Writing

b. Group Contests

- i. Radio Scriptwriting and Broadcasting (English and Filipino, elementary and secondary)
- ii. Collaborative Desktop Publishing (English and Filipino, elementary and secondary)
- iii. Online Publishing (English and Filipino, secondary only)
- iv. TV Scriptwriting and Broadcasting (English and Filipino, secondary only)

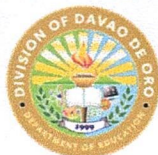
c. School Paper Contest (English and Filipino, elementary and secondary, in PDF)

- i. News Section/ Pahinang Balita
- ii. Feature Section/ Pahinang Lathalain
- iii. Editorial Section/ Pahinang Editorial
- iv. Science and Technology Section/ Pahinang Agham at Teknolohiya
- v. Sports Section/ Pahinang Pampalakasan
- vi. Layout and Page Design/ Pag-aanyo at Desinyo ng Pahina

d. Awarding of Outstanding School Paper Advisers (SPAs) and Campus Journalists (CJs)

6. The Scoring Rubrics stipulated in 2024 National Schools Press Conference (NSPC) shall be used in evaluating the outputs.

7. Recognizing and respecting Intellectual Property Right, the Department adheres to the rule concerning plagiarism. DepEd reiterates its stand to disqualify school papers found to have copied and published texts, graphics, and other materials without duly acknowledging their sources. Any form of plagiarism in all



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competitions as proven by the board of judges shall be ground for disqualification. The disqualification covers all section of the school paper.

8. All participants are advised to bring their complete set of bedding.

9. Below is the list of enclosures for your reference.

Enclosure Number	Content
1	Template for the List of Student Contestants
2	Guidelines for the Selection of Winners in the Different Individual Writing Contest
2a	Scoresheet for News Writing
2b	Scoresheet for Feature Writing
2c	Scoresheet for Editorial Writing
2d	Scoresheet for Sports Writing
2e	Scoresheet for Copyreading and Headline Writing
2f	Scoresheet for Science and Technology Writing
2g	Scoresheet for Photojournalism
2h	Scoresheet for Editorial Cartooning
2i	Scoresheet for Column Writing
3	Guidelines for Radio Script Writing and Broadcasting
3a	Scoresheet for Radio Script Writing and Broadcasting
4	Guidelines for the Collaborative Desktop Publishing Contest
4a	Scoresheet for Collaborative Desktop Publishing
5	Guidelines for the Online Publishing Contest
5a	Scoresheet for Online Publishing
6	Guidelines for Script Writing and Broadcasting
6a	Scoresheet for TV Script Writing and Broadcasting
7	General Guidelines for School Paper Contest (in PDF)
7a	Scoresheet for the News Section
7b	Scoresheet for the Feature Section
7c	Scoresheet for the Editorial Section
7d	Scoresheet for the Science and Technology Section
7e	Scoresheet for the Sports Section
7f	Scoresheet for Layout and Page Design Category
8	Guidelines for the Most Outstanding School Paper Advisers and Campus Journalists
8a	Scoresheet for the Most Outstanding School Paper Advisers and Campus Journalists
9	How to Compute the Overall Standing (Individual, Group and School Paper)
10	List of Technical Working Group (TWG) Involved During the Conduct of DSPC



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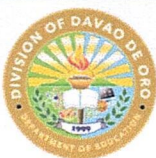
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 Superintendent**

10. The decision of the Board of Judges is FINAL and IRREVOCABLE.
11. A campus journalist can participate in only one (1) event, either in an individual or group category.
12. The top 5 winners in all contest events shall be recognized. Only the accumulated points from individual and group contests shall be included in the computation of the overall scores following the guidelines.
13. The “No Disruption of Classes Policy” shall be strictly observed in the conduct of journalism-related activities.
14. Service credits for Teaching Personnel and Compensatory Time-Off for non-teaching shall be granted in lieu of the press conference days that will fall on either holidays or weekends in accordance with DepEd Order no. 53, s. 2003 titled Updated Guidelines on Grant of Vacation Service Credits to Teachers.
15. The following operational fees shall be collected by the Davao de Oro School Paper Advisers Association (DdOSPAA) before and during the conduct of the activity:

Operational Fees	Amount	Charge to
Registration	Php 200.00	Both SPA and CJ
Membership	Php 100.00	Both SPA and CJ
School Paper Evaluation/Critiquing Fee	Php 50.00	Per School Paper

16. Meals, snacks, registration, membership, school paper critiquing fees and traveling expenses of the SPA and coaches shall be charged against school MOOE, local funds, Campus Journalism Funds, whichever is applicable and available, subject to the usual government accounting and auditing rules and regulations.
17. Immediate and wide dissemination of this memorandum is desired.


CRISTY C. EPE, CESO V
 Schools Division Superintendent



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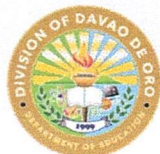
Enclosure No. 1

TEMPLATE FOR THE LIST OF STUDENT PARTICIPANTS

School: _____
District: _____
Medium: _____

School Head: _____
District Head: _____

	Complete Name of Student (First Name, MI and Last Name)	Event	School Paper Adviser	School Paper
1				
2				
3				
4				
5				
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Enclosure No. 2

**GUIDELINES FOR THE SELECTION OF WINNERS IN THE DIFFERENT
INDIVIDUAL WRITING CONTESTS**

Based on DepEd Memorandum no. 24 series 2023

The Individual Writing Contests are designed to showcase the competencies of campus journalists and promote fair and ethical use of media as tenets of responsible journalism.

Only learners from schools with school papers (print, digital/electronic publication), either in English or Filipino for the school year 2023-2024, can participate.

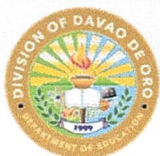
The following guidelines will be strictly implemented:

A. General:

1. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner.
2. School paper advisers, teachers, principals, parents, or guardians who will be found in the contest venue will be ground for disqualification of their contestants.
3. The top five (5) winners per medium shall be recognized and their points will be included in the computation of the overall scores (combined scores of individual and group contests)
4. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
5. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.

B. Specific:

1. News Writing, Feature Writing, Editorial Writing, Science and Technology Writing, and Column Writing
 - a. Fact sheets or other sources of information shall be given to the contestants as bases for writing the article.
2. Sports Writing
 - a. The Division TWG shall orient and provide instructions to the contestants before the contest proper.
 - b. A pre-game conference shall be conducted for the introduction of the players, coaches and tournament officials.
 - c. An actual game shall be covered by the contestants.
 - d. A post-game conference shall be held to interview officials and athletes after the game.
 - e. The contestants shall proceed to the designated contest room for the writing of the sports articles.



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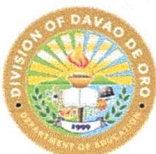
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3. Copyreading and Headline Writing
 - a. The contestants shall bring their pencils for the contest.
 - b. The contestants shall follow the directions given in the contest piece.
 - c. The contestants shall provide a headline for the article.

4. Editorial Cartooning
 - a. The contestants shall bring their own pencil no. 2 while the DTWG shall provide oslo papers for the contest.
 - b. The cartoon must be anchored on the given topic or issue.
 - c. The cartoon should be compliant with the professional and ethical standards of media.

5. Photojournalism
 - a. Preparation
 - a.1. Contestants should be at the contest venue thirty (30) minutes before the orientation on the guidelines and rubrics.
 - a.2. The contestants are allowed to use any digital camera with a maximum of 24.3 megapixels with fixed lenses. Contestants who will use any DSLR will **be permitted to join the contest as long as lens is non interchangeable lens.**
 - a.3. The contestants shall submit empty memory cards and cameras (internal memory) to be checked by the examiner/s a day before the opening program.
 - a.4. The contestant should bring his/her camera cable for uploading and saving pictures.
 - a.5. Cellular phones, extra digital cameras, extra storage cards, or any additional materials/equipment are not allowed in the area.
 - a.6. Contestants shall bring their black in ballpens while the DTWG will provide scratch papers where contestants can write down notes during the shooting.
 - b. Provision for Memory Card
 - b.1. The contestants shall load the empty storage card in front of the examiner on the contest day.
 - c. Photo Shoot, Uploading and Captioning
 - c.1. The loading and unloading of the storage card will be done in front of the examiner.
 - c.2. The control shot shall be the first shot.
 - c.3. Contestants are given one (1) hour to take pictures.
 - c.4. Contestants are allowed to take unlimited shots but will submit only five (5) possible photos with captions for the given theme and the control shot.
 - c.5. Write the file name of each photo in the caption sheet.
 - c.6. Caption sheets will be provided by the DTWG.



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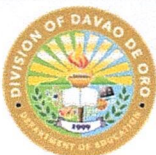
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- c.7. Contestants will be given 30 minutes to write captions for each of the five (5) photos.
- d.8. Throughout the duration of the competition, the advisers, trainers, and parents are NOT allowed in the venue.



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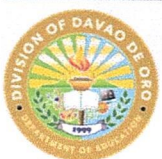
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Enclosure No. 2a

SCORESHEETS FOR NEWS WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (40%)	Score
Arrange details of the event in decreasing importance	
Shows the news writer's ability to organize information	
Uses a lead that is clear and focused on the most important details	
Avoids the use of words with controversial elements or double meaning	
Avoids personal slants	
Has a clear and unbiased headline	
Uses short and simple words	
Conforms with the principles of unity and coherence	
Observes rules of grammar and syntax	
Uses transitions properly	
Observes gender-fair language	
Content (50%)	
Uses appropriate lead type to get the readers' attention	
Presents to the readers the most important detail of the event	
Follows logical presentation of the event and emphasizes the most important or relevant fact/s	
Follows the correct news writing format/style	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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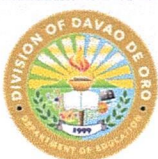
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Enclosure No. 2b

SCORESHEETS FOR FEATURE WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (30%)	Score
Observes rules of grammar and syntax	
Conforms with the principles of organization and progression of ideas	
Exhibits creative presentation of facts in the story	
Uses a catchy title for the article	
Sustains the interest of the readers	
Utilizes the appropriate feature type to emphasize the impact/relevance of the topic	
Observes gender-fair language	
Content (60%)	
Cites facts like historical references, statistics, and relevant names/facts to bolster the credibility of statements and/or narratives	
Presents a new angle or information about the topic that is timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of thoughts and ideas from the obtained data with those of the writer's perceptions	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)



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Enclosure No. 2c

SCORESHEETS FOR EDITORIAL WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (40%)	Score
Uses a lead paragraph that contains a news peg and the general stand of the writer	
Presents arguments that are based on facts	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong and thought-provoking title	
Shows logical reasoning	
Observes rules of grammar and syntax	
Uses transitions properly	
Observes gender-fair language	
Content (50%)	
Presents the general stand of the writer in the lead	
Utilizes factual information from interviews, documents review, data analyses, and other reliable sources	
Displays evidence of the writer's knowledge and understanding of issues/problems	
Reflects clarity of the message and can influence public opinion	
Arguments presented in the body logically support the writer's stand	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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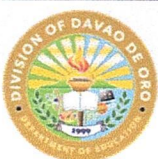
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Enclosure No. 2d

SCORESHEETS FOR SPORTS WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (40%)	Score
Uses appropriate form and style	
Uses appropriate sports terms and lingo to highlight the significance of the game	
Provides correct descriptions, colorful allusions, and figure of speech to describe the players and event/game	
Combines the proper amount of statistics to create a clear visual narrative of the action	
Has an attractive headline that shows what transpired in the event	
Observes rules of grammar and syntax	
Conforms with the principles of unity and coherence	
Observes gender-fair language	
Content (50%)	
Presents a clear picture of the events in the game	
Utilizes an appropriate sports news reporting style	
Uses interviews, statistics, references, and research	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)



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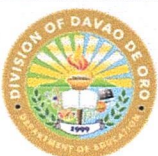
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Enclosure No. 2e

SCORESHEETS FOR COPYREADING AND HEADLINE WRITING
Based on DepEd Memorandum no. 24 series 2023

Copyreading (60%)	Score
Uses appropriate copyreading symbols	
Recognizes the exact number of errors in the contest piece	
Headline (40%)	
Provides the best headline for the news article	
Observes standards in the headline writing	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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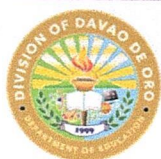
Office of the Schools Division
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Enclosure No. 2f

SCORESHEETS FOR SCIENCE AND TECHNOLOGY WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (40%)	Score
Manifests unity and coherence to the theme or given topic	
Has a catchy and appropriate headline that is clear and free of bias	
Observes rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Follows appropriate form and style	
Uses appropriate terms and lingo to report or discuss events	
Observes gender-fair language	
Content (50%)	
Utilizes facts from interviews, documents review, data analyses, and other reliable sources	
Presents relevant and timely issue on science and technology	
Uses technical jargons to a minimum	
Presents technical and complicated scientific concepts or ideas in a manner that can be understood by a wide variety of readers	
Cites scientific references, statistics, and relevant figures or facts to bolster the credibility of statements, and/or narratives	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
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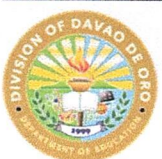
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Enclosure No. 2g

SCORESHEETS FOR PHOTOJOURNALISM
Based on DepEd Memorandum no. 24 series 2023

Technical Quality (40%)	Score
Exposure value and quality of the image (Free from digital noise)	
Presents images with acceptable sharpness	
Communicative Quality (40%)	
Shows clear and specific idea(s) or angle connected to the theme or topic	
Uses creative photography techniques to highlight the visual story	
Caption (10%)	
Writes a two-sentence caption providing context to the picture	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Follows strict standards of no manipulation and alteration of reality	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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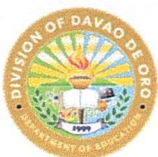
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Enclosure No. 2h

SCORESHEETS FOR EDITORIAL CARTOONING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (30%)	Score
Makes use of a minimum number of labels	
Shows logical use of various sizes, dimensions, and proportions of images	
Displays attractive use of shading and other techniques	
Utilizes witty, original, and creative representation of ideas or concepts on the issue given	
Content (60%)	
Presents clear, specific, and a recognizable point-of-view or opinion on the given issue or topic	
Raises relevant, timely issues and concerns about the topic	
Is in good taste and free from libelous, indecent, and abstract ideas	
Arouses interest and analytical thinking among its readers	
Constructively criticizes and influences readers' opinion	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
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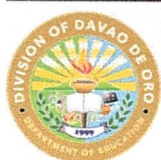
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Enclosure No. 2i

SCORESHEETS FOR COLUMN WRITING
Based on DepEd Memorandum no. 24 series 2023

Form and Style (30%)	Score
Uses lead paragraph to introduce or build up a clear argument in the issue	
The tone, style, and approach in analyzing the issue are evident	
Uses a language that is understood by the target audience	
Cites sources of facts to add credibility to the arguments raised	
Shows logical reasoning	
Observes rules of grammar and syntax	
Uses transitions properly	
Observes gender-fair language	
Content (50%)	
Presents and explains a solid and clear stance	
Presents the different angles and examines both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents reviews, data analyses, and other reliable sources	
Displays evidence of the writer's knowledge and understanding of issues/problems	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance	
Clarifies certain points of fact or argument that may cause confusion or complication	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cuts across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No. 3

**GUIDELINES FOR RADIO SCRIPTWRITING AND BROADCASTING
CONTESTS**

Based on DepEd Memorandum no. 24 series 2023

A. General Guidelines

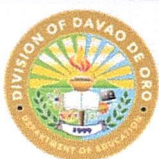
1. Each participating school shall organize a team of seven (7) members for English and Filipino in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear white shirts with their valid school IDs/DSPC IDs.
3. Orientation shall be conducted for all the contestants. The directors will draw lots to determine the order of the presentation.
4. The awards for this category are the following:

Individual Awards	Group Awards
1. Best Anchor	1. Best Technical Application
2. Best News Presenter	2. Best Infomercial
	3. Best Script
	4. Best Director (TV Broadcasting)

5. In getting the overall results for radio production, accumulated points from the individual and group awards shall be considered.
6. Any violation of the stipulated guidelines will be grounds for disqualification of the team.
7. The decision of the Board of Judges is final and irrevocable.

B. Scriptwriting

1. Each team may use up to four (4) official laptops that are cleared of stored documents, and an inkjet printer in preparing and printing the script. All laptops should be submitted to the contest committee for inspection on Feb. 02, 2024, 1:00 PM-3:00 PM. Each team is required to bring their extension wires and other equipment for rehearsal.
2. The team will be given two (2) hours to prepare a script for a five-minute radio broadcast that includes one (1) infomercial and four (4) news articles. The infomercial may depict health, environment, politics, and social issues. It shall have a maximum length of one (1) minute and shall use the language that the group is competing in.
The news article may be based on press releases, raw data, or any other source given by the examiner/s. Another 30 minutes will be allotted for the printing of the output. After two and a half (2 ½) hours, each team should submit four (4) copies of the script. Three (3) copies will be submitted to the judges and one (1) copy will be submitted to the examiner/s. The team may print extra copies for their use.



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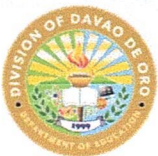
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3. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the proctor shall accompany them to the restrooms.
4. The script should not bear any information that may identify the school, but it should include the names of the members of the team with their respective roles (i.e., anchor, news presenter, etc)
5. Script should be:
 - encoded using Arial font size 12;
 - with directorial instructions in capital letters;
 - double-spaced with normal margin (1 inch on all pages); and
 - printed in A-4 sized bond paper.

C. Broadcast Simulation

1. A broadcast room for the presentation shall be identified in the contest venue. Only the contestants, judges, and examiner/s shall be allowed inside.
2. The organizers shall commission an independent sound system to ensure quality audio output. The technical operator shall only set the sound system before the simulation. A jack/auxiliary cord/adaptor will be provided for the laptops and other sources of sound effects.
3. Except for the volume meter, contestants/technical directors shall not be allowed to change, adjust, or manipulate the main control board during their presentation.
4. Mobile phones and reference materials shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to broadcast again.
6. Loudspeakers may be set up outside the broadcast room.
7. Each team shall be given nine (9) minutes: three (3) minutes for preparation, five (5) minutes for the actual broadcast, and one (1) minute for the exit. Provided running time shall be applied.
8. The organizers shall provide a clock or a timer that can be seen by the contestants and the judges, There will be an official timekeeper.
9. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. A green flaglet shall then be raised to signal the team to start. A yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining followed by a red flaglet to indicate that their time is up.
10. The team who complied with the five-minute production shall be given a perfect score (5 points). In case of overtime or undertime, the following scheme of deductions shall be followed:
 - Undertime/Overtime
 - 1 second – 20 seconds- 1 point
 - 21 seconds- 40 seconds- 2 points
 - 41 seconds-60 seconds- 3 points
 - 61 seconds and above- 4 points



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Enclosure No. 8

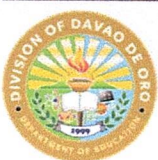
**GUIDELINES FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER
 ADVISER AND CAMPUS JOURNALIST**

General Guidelines

1. The SDO-Davao de Oro shall conduct the selection for one (1) Outstanding School Paper Adviser and one (1) Outstanding Campus Journalist for both elementary and secondary level.
2. Each district should have one (1) entry for every category based on the criteria provided by the Division Office.
3. Candidates shall be ranked based on the total points garnered. The top three (3) shall be recognized during the awarding ceremony on Feb. 04, 2024, 8:00 am.
4. The Selection Committee shall be composed of the following:
 Chair- Chief of CID
 Members: Division Journalism Coordinators and Presidents of Davao de Oro School Paper Advisers Association (DdOSPAA) both elementary and secondary.
5. Submission of pertinent documents of applications for the Search for Outstanding SPA and CJ and evaluation of their documents shall be on Feb. 03, 2024.
6. Below is the set criteria for the contest:

Basic Qualification: Must have been a school paper adviser for three consecutive years immediately prior to the search.

<p>A. Performance Rating (5 points)</p> <p>Must have an average performance rating of not lower than VERY SATISFACTORY for the past three years</p>																
<p>B. Achievement in Journalism Contest (for the past 3 years) (5 points)</p>																
<p>Individual Contest (20 points)</p>	<p>National 14</p>	<table border="1"> <tr> <td>1st</td> <td>2nd</td> <td>3rd</td> <td>4th</td> <td>5th</td> <td>6th</td> <td>7th</td> </tr> <tr> <td>20</td> <td>19</td> <td>18</td> <td>17</td> <td>16</td> <td>15</td> <td></td> </tr> </table>	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	20	19	18	17	16	15	
1 st	2 nd	3 rd	4 th	5 th	6 th	7 th										
20	19	18	17	16	15											



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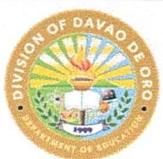
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Individual Contest (20 points)		1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	
	Regional Division	13 6	12 5	11 4	10 3	9 2	8 1	7 1	
School Paper Contest (20 points)		1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	
	National 14 Regional Division	20 13 6	19 12 5	18 11 4	17 10 3	16 9 2	15 8 1	14 7 1	
Scriptwriting and Broadcasting (radio/tv) (10 points)	<i>a. Individual Awards</i>								
		1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	
	National	10	9	8	7	6	5	4	
	Regional	5	4	3					
	Division	3	2	1					
	<i>b. Group Awards</i>								
	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th		
National	10	9	8	7	6	5	4		
Regional	5	4	3						
Division	3	2	1						
Collaborative Desktop and Online Publishing (10 points)		1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	
	National	10	9	8	7	6	5	4	
	Regional Division	5 3	4 2	3 1					

In the event that there are several wins, the highest rank/points shall be considered.

C. Leadership Related to Journalism (15 points)	Position	National	Regional	Division
	Association President	15	10	5
	Vice- President/Associate Publication Editor/EIC	13	7	5
	Assistant Editor/Section Editor/Secretary/ Treasurer/Other positions	10	5	3



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D. Community and Extension Services Related to Journalism (10 points)		National	Regional	Division
D. Community and Extension Services Related to Journalism (10 points)	Organizer/Trainer/Resource Speaker/Chairperson Committee	10	7	5
	Facilitator	7	4	2
	Committee Membership	4	2	1
E. Published Reading Materials and Journalism article (news, feature, etc)	Books/Modules on Journalism (5pts) 1 per article (maximum of 5 points)			
F. Scholarship Awards Related to Journalism (5pts)				
E. Panel Interview (5 pts)				
Total (100 points)				



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Enclosure No. 3a

SCORESHEETS FOR SCRIPTWRITING AND RADIO BROADCASTING
Based on DepEd Memorandum no. 24 series 2023

1. ANCHOR	
Voice Quality (40%)	Score
<ul style="list-style-type: none">• Is very clear and easy to understand even when speaking quickly• Paces his/her voice well to fit the storyline and helps the audience understand the issue• Shows expressions of interest, enthusiasm, and confidence	
Voice Recognition (30%)	
<ul style="list-style-type: none">• Has a clear and well-modulated voice• Presents appropriate pace and volume• Is consistent audible throughout the presentation• Can easily be heard in all parts of the room	
Enunciation (30%)	
<ul style="list-style-type: none">• Pronounces/articulates words in a distinct manner• Talks in a socially acceptable accent• Utilizes various voice inflections/changes to enhance the meaning of the lines• Stretches a word to a desired length to emphasize or give the appropriate meaning	
TOTAL (100%)	

2. NEWS PRESENTER	
Voice Quality (40%)	Score
<ul style="list-style-type: none">• Is very clear and easy to understand even when speaking quickly• Paces his/her voice well to fit the storyline and helps the audience understand the issue• Shows expressions of interest, enthusiasm, and confidence	
Voice Recognition (30%)	
<ul style="list-style-type: none">• Has a clear and well-modulated voice• Presents appropriate pace and volume• Is consistent audible throughout the presentation• Can easily be heard in all parts of the room	
Enunciation (30%)	
<ul style="list-style-type: none">• Pronounces/articulates words in a distinct manner• Talks in a socially acceptable accent• Utilizes various voice inflections/changes to enhance the meaning of the lines• Stretches a word to a desired length to emphasize or give the appropriate meaning	
TOTAL (100%)	



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3. INFOMERCIAL	
Content (45%)	Score
<ul style="list-style-type: none"> • Shows brief and clear advocacy/idea description • Is logically organized • Shows smooth and appropriate transitions • Exhibits language appropriation 	
Creativity (30%)	
<ul style="list-style-type: none"> • Exhibits uniqueness and originality • Implements technologies appropriately 	
Persuasion/Impact (25%)	
<ul style="list-style-type: none"> • Engages audience • Shows appropriate audience appeal • Keeps the audience focused throughout the broadcast 	
TOTAL (100%)	

4. TECHNICAL APPLICATION	
Juxtaposition (40%)	Score
<ul style="list-style-type: none"> • Shows smooth transition from one topic or news event to another • Establishes a clear relationship between an audio effect to the news or information that follows 	
Fidelity (30%)	
<ul style="list-style-type: none"> • Produces good audio quality • Produces authentic sound and effects • Has less static and no interference 	
Timing and Precision (30%)	
<ul style="list-style-type: none"> • Has clear audible signal 	
TOTAL (100%)	

5. SCRIPT	
Content (40%)	Score
<ul style="list-style-type: none"> • Covers topic with necessary details and examples • Is accurate and has no factual errors • Is well-organized • Uses academically, socially, culturally, acceptable, and gender-fair language 	
Clarity of Instructions (40%)	
<ul style="list-style-type: none"> • Is easy to read and understand • Can easily be followed by another person or team • Reflects effective planning and organizing 	
Neatness (20%)	
<ul style="list-style-type: none"> • All elements are labeled and clearly written • Clearly indicates names of team members and their tasks or assignments 	
TOTAL (100%)	



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RADIO PRODUCTION	Score
A. Delivery (25%) 1. Anchor (15%) 2. News Presenter (10%)	
B. Technical Applications (25%) 1. Timing and Precision	
C. Script (25%)	
D. Infomercial (20%)	
E. Adherence to time allotment- 5%	
TOTAL (100%)	
Comments/Suggestions	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No. 4

GUIDELINES FOR COLLABORATIVE DESKTOP PUBLISHING CONTEST
Based on DepEd Memorandum no. 24 series 2023

1. Each participating school shall organize a team of five (7) members for English and Filipino both in elementary and secondary levels who shall not be completing in any of the individual writing categories.
2. Contests shall wear white shirts with identification cards.
3. All contest are required to attend the orientation before the competition.
4. All contest are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers form the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the contest of the publication (i.e., news, features, editorial, editorial cartoon. Sports). The photojournalist shall take pictures of the mini press conference and sport event.
6. For the actual sports events, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post- conference shall be held for interviews and data gathering.
7. The team will be given one (1) hour for data gathering and five (5) hours for writing, layout, and editing.
8. Each team is allowed to bring only of the following:
 - Two (2) digital/ DSLR cameras;
 - One (1) inkjet printer with scanner;
 - One (1) card reader;
 - One (1) blank flash drive;
 - Extension wires
 - Maximum of four (4) laptops installed either PAGEMAKER or IN DESIGN and Photoshoot (for the secondary level) AND Microsoft Publisher (for the elementary level) for the layout of the group's final output; and
 - A4 size bond paper.
9. Laptops to be utilized shall be labeled with the following format:

Category – Medium-Level
Name, School

e.g.,

Collaborative desktop Publishing- English-Secondary
Angelina Villaneuva, Bukidnon National High School

Label shall be in a whole bond paper size pasted on or attached to the laptop bag.



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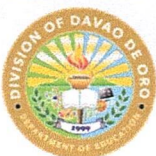
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10. Official laptops, previously cleared of stored documents, shall be submitted to the DTWG on Feb. 02, 2024 (up to 5 PM only) to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.
11. The host school will provide six (6) scanners for the editorial cartoon (three (3) for elementary and three (3) for secondary (English/Filipino) as a backup for the contestants.
12. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.
13. Each team will be required to convert their output into PDF, print in A4 size bond paper, and submit it to the examiner/s. The collaborative desktop publishing team shall submit both hard and soft copies of their entries. They should ensure that no identifying marks about their school can be found on their output as it would be a ground for disqualification.
14. The output of the contest is an A4-size four-page full-colored publication. The output will be stored in a flash drive provided by the examiner/s and uploaded to the designated computer for judging.
15. The top five (5) teams shall be recognized, and their points will be included in the determination of the overall scores.
16. The decision of the Board of Judges is final and irrevocable.



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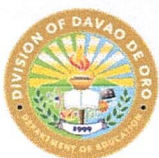
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Enclosure No. 4a

SCORESHEET FOR COLLABORATIVE DESKTOP PUBLISHING
Based on DepEd Memorandum no. 24 series 2023

Contest (50%)	Score
<ul style="list-style-type: none">• Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content• Utilizes facts from interviews, document review, data analysis, and other reliable sources• Shows a variety of stories that fit the section where they are placed• Cites historical references, statistics, and relevant names/facts to bolster the credibility of statements, assertions, arguments, and/or narratives• Provides a balance of light and serious topics Shows the relevance of articles to students• Showcases original works of students• Properly cites information and attributes these facts from the source of information• Applies the principles of journalism	
Technical (40%)	
<ul style="list-style-type: none">• Includes articles that are arranged according to the importance• Presents headlines that are clear and free of bias• Makes use of pictures that are clear, properly cropped, and captioned• Utilizes relevant graphics, illustrations, and cartoons• Exhibits clear focus and coherent organization• Observes rules of grammar and syntax• Observes proper journalistic style and format	
Ethics (10%)	
<ul style="list-style-type: none">• Showcases original works of students• Properly cites information and attributes these facts from the source of information (cuts across all events)• Observes standards of journalism in terms of fairness, relevance, accuracy, and balance• Has no potentially libelous or obscene content, plagiarism, or copyright violations	
Total (100%)	
Comments/Suggestions:	



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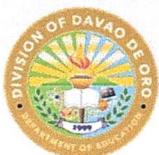
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Superintendent

Enclosure No. 5

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

Based on DepEd Memorandum no. 24 series 2023

1. Each participating school shall organize a team of five (5) members for English and five (5) members for Filipino at the secondary level who shall not be competing in any of the individual writing categories.
2. Contestants may wear their school uniforms or plain white t-shirts, with their identification cards.
3. All contestants are required to attend the one-hour orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures or videos of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post-conference shall be held for interviews and data gathering.
7. The team will be given three (3) hours for writing, layout, and editing articles online after the creation of an online publication using the official platform to be provided by the organizer. Coverage/Data gathering through a mini press conference, the pre-game, actual game, and post-conference shall be excluded from the three-hour time allotment.
8. Specific instructions on the number of articles to be produced will be given during the orientation.
9. Each team will be required to bring only the following: .
 - one (1) flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed);
 - maximum of two digital cameras -digital camera (point and shoot only) ENVIO CL with a maximum of 24.3 megapixels with fixed lenses. Contestants who will use any DSLR and other high-end cameras will not be permitted to join the contest (Standard process in the Photojournalism Event shall be observed in checking the cameras and SD cards.);
 - maximum of four (4) laptops installed with Photoshop for image enhancement;
 - maximum of two (2) pocket wifis (preferably with two different networks) DSCHOTVE or one (1) wireless router, and extension cord.
10. Laptops to be submitted to the DTWG shall be labeled with the following format:
Category - Medium-Level
Name, School, Division e.g.,



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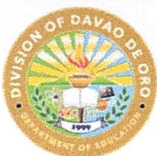
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Online Publishing - English - Secondary
Angelina Villanueva, Bukidnon National High School

Labels shall be in a whole bond paper pasted on or attached to the laptop bag.

11. official laptops, previously cleared of stored documents, shall be submitted to the DTWG on Feb. 02, 2024 (up to 5 PM only) to check for any other applications and pre-written documents or references. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.
12. Each group shall email their URL to the assigned examiner.
13. The top five (5) teams shall be recognized, and the points will be included in the determination of the overall standing. All competing teams shall be given points and ranked accordingly.
14. The decision of the Board of Judges is final and irrevocable.



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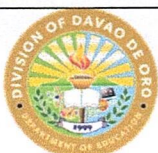
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Enclosure No. 5a

SCORESHEET FOR ONLINE PUBLISHING
Based on DepEd Memorandum no. 24 series 2023

Content (30%)	Score
<ul style="list-style-type: none">• Applies the principles of journalism• Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content• Utilizes facts from interviews, document review, data analysis, and other reliable sources• Shows a variety of stories that fit the section where they are placed• Includes historical references, statistics, and relevant names/facts to bolster the credibility of statements, assertions, arguments, and/or narratives• Provides a balance of light and serious topics• Shows the relevance of articles to students• Has clear and unbiased headlines/titles	
Language and Style (15%)	
<ul style="list-style-type: none">• Observes rules of grammar and syntax• Observes coherence• Uses appropriate vocabulary (<i>Observes gender-fair language</i>)	
Layout (20%)	
<ul style="list-style-type: none">• Arranges stories in decreasing importance• Highlights originality/uniqueness• Uses relevant video or audio, pictures, and graphics that are clear, properly edited, captioned, and credited• Exhibits clear focus and coherent organization of articles	
Technical (20%)	
<ul style="list-style-type: none">• Makes use of multimedia elements such as video, audio, animation, graphics, and photos• Is readable, mobile-responsive, and engaging via social media• Contains the paper's masthead, editorial profile, and the following sections: News, Editorial, Features, and Sports• Articles include hyperlinks to cited references, data, and other content or websites	
Ethics (15%)	
<ul style="list-style-type: none">• Showcases original works of students• Properly cites information and attributes these facts from the source. of information •• Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	



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<ul style="list-style-type: none">Has no potentially libelous or obscene content, plagiarism, and copyright violations	
Total (100%)	
Comments/ Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No. 6

GUIDELINES FOR SCRIPT WRITING AND BROADCASTING
Based on DepEd Memorandum no. 24 series 2023

A. General Guidelines

1. Each participating school shall organize a team of five (7) members for English and five (7) members for Filipino at the secondary level who shall not be competing in any of the individual writing categories.

- a. scriptwriter/s
- b. anchor/s
- c. reporter/s
- d. producer/director who could also act as floor director
- e. video/graphics editor
- f. video journalist/cameraman

Any of the team members can assume two (2) or more positions/tasks, as long as this would not be conflicting or awkward about the outcome of the broadcast (for example an anchor can't be a reporter at the same time. But an anchor can also be a news or infomercial writer.)

2. The list of equipment and tools in the mock broadcast room shall be shared with the Campus Journalism Focal a week before the contest through an advisory by the division.

3. A 30-minute technical orientation will be held on the afternoon of Feb. 02, 2023, for the director and video/ graphics editor. Then, each team will be given five (5) minutes to visit the mock broadcast room.

4. In getting the overall results for the best TV broadcast, accumulated. points from the individual and group awards shall be considered.

5. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

6. The decision of the Board of Judges is final and irrevocable.

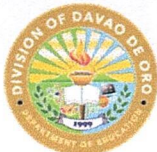
PRE-CONTEST

1. Each team will be required to bring only the following:

- maximum of four (4) laptops with at least 10GB free space and a video editing program (with uploading capacity):
- Three (3) empty USB Flash Drives (16GB minimum);
- maximum of two (2) cameras/mobile phones (without sim) compatible with the laptop;
- maximum of three (3) wired lapel microphones;
- A4 bond paper;
- one (1) printer
- Extension cord.

2. Laptops and flash drives to be submitted to the DTWG shall be labeled with the following format:

Category - Medium-Level



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Director's Name, School

e.g.,

TV Scriptwriting and Broadcasting - English - Secondary
Angelina Villanueva, Bukidnon National High School

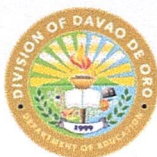
Labels for laptops shall be in a whole bond paper attached to the laptop bag.
Flash drives shall be sealed in an envelope with a label.

3. Checking and sealing of laptops shall be done on Feb. 02, 2024 (until 5 PM only). Laptops shall be clear of stored documents except for the pre-recorded Opening Billboard (OBB) and Closing Billboard (CBB) and offline editing software.
4. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.
5. Only the equipment and tools in the mock broadcast room are allowed actual presentation.
6. Before the start of the contest, the teams will be oriented on the roles of the participants and criteria for judging by the chairman of the board of judges. All participants should attend this orientation.
7. The directors will draw lots to determine the order of the presentation then contest, materials saved in flash drive sealed in envelope shall be distributed to the directors.

CONTEST PROPER:

A SCRIPTWRITING AND PRODUCTION

1. The team shall have the following components in their script in the group
 - a. **Cover page:** This shall contain the groups names mock TV network name.
 - b. **News:** The DTWG will provide five (5) sets data (including photos, videos photos/videos/audio) in folders saved in a flash drive. The team may use all sets of data for their news reports. Each news script should indicate from the corresponding video and or audio component taken from the folders or produced during the actual contest.
 - c. **Infomercial/ Developmental Communication:** The DTWG will provide two (2) sets of data (including photos/videos/audio) in folders saved in a flash drive. The team is required to produce one (1) infomercial or developmental communication plug. This shall be produced during the contest and should be related to the topic which will be given by the judges. The script should contain video and audio components.
 - d. **Field Report:** A live field report with or without canned video support shall be included in the production.
 - e. **Headlines:** These will contain a brief lead/summary of the news articles.



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f. OBB/CBB: The OBB and CBB will contain the group's assumed TV network name. The script for the OBB/CBB should be included in the main script which will be submitted to the judges.

2. Five (5) hours and 15 minutes will be allotted for the preparation of the script, shooting, and editing of the videos, production of the infomercial, and rehearsals. All groups shall stop working after the allotted time. A buzzer shall signal the end of the scriptwriting and production time.

3. The organizers shall provide a clock or a timer that can be seen by the contestants. There will be an official timekeeper.

4. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest venue. Members shall only be allowed to go out of the room when it is time for their team to perform and for personal necessities accompanied by a proctor.

5. Each team shall prepare four (4) copies of the script: three (3) copies for the judges and one (1) copy for the team.

6. The cover page of the script shall contain the group's name (TV Network name) and the names of the members of the team with their respective roles (i.e., anchor, field reporter, etc.).

7. The script should not bear any information that may identify the school.

8. There shall be designated holding rooms for each member of the team according to one's role, where they shall proceed and stay after the time accordingly.

B. TV BROADCAST SKILLS PERFORMANCE

1. Only one (1) laptop is allowed inside the studio.

2. All news reports shall be presented live. Only the OBB and CBB are pre-recorded/pre-produced. Support videos or audio to be used for the live reports are either taken from the folders or produced on the day of the contest.

3. Other than the actual broadcast time, seven (7) minutes shall be allotted for entrance and preparation.

4. The TV broadcast must be delivered in six (6) minutes.

5. The timekeeper shall raise the green flaglet to signal the start of the presentation. A yellow flaglet shall be raised by the timekeeper to warn the presenting team that only one (1) minute is left of the broadcast time. A red flaglet shall be raised to signal that the six (6) minutes allotted for the group have been consumed.

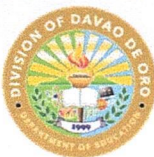
6. In case of overtime/undertime in the prescribed duration of the broadcast, the following points shall be deducted from the points earned in the criterion adherence to time allotment (5%).

1 seconds-20 seconds- 1 point

21seconds- 40- seconds- 2 points

41 seconds- 60 seconds- 3 points

61 seconds- 80 seconds- 4 points



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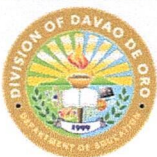
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7. The time keeper shall be the judges a copy of the record of the broadcast running time of each group right after the performance. The record should indicate how many seconds/minutes each group went over/under time if they did. The timekeeper shall also announce the time started, time finished, incurred undertime/overtime, and the corresponding deductions of the group.
8. Three (3) minutes shall be allotted for the exit.
9. The decision of the Board of Judges is final and irrevocable.

LIST OF DOCUMENTS WORKING ABOVE (LMD) MAINTAINED DURING THE

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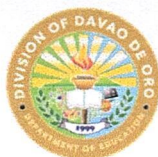
Enclosure No. 6a

SCORESHEET FOR TV SCRIPT WRITING AND BOADASTING
Based on DepEd Memorandum no. 24 series 2023

1. Script- 30%	Score
<ul style="list-style-type: none">Provides effective news or story anglingCovers the given stories or relevant topics with necessary detailsIs accurate, with no factual, conceptual, or grammatical errorsIs original	
Style- 35%	
<ul style="list-style-type: none">Is written in a clear and concise mannerUse simple and common languageUses appropriate voice (i.e., active voice or passive voice)Use appropriate word voiceUse proper script terms and abbreviations	
Organization- 65%	
<ul style="list-style-type: none">Follows adequate logical structureProvides proper labels to elements or partsIndicates team members and assignmentsConsiders coherent thought transitions	

2. Anchors- 12.5%	Score
Delivery- 70%	
<ul style="list-style-type: none">Uses a clear and well-modulated voiceSpeaks with an appropriate volumeObserves proper phrasing, pacing, and timing toodeArticulates words well •Utilizes appropriate voice inflections to enhance meaning	
Personality- 30%	
<ul style="list-style-type: none">Observes proper stance or posture.Shows a sense of confidence and authorityProjects a professional and credible personalityDemonstrates controlled facial expressions	

3. Reporters (12.5%)	Score
Delivery- 70%	
<ul style="list-style-type: none">Use a clear and well- modulated voiceSpeaks with an appropriate volumeObservers proper phrasing, pacing, and timingArticulate words wellUtilizes appropriate voice inflections to enhance meaning	



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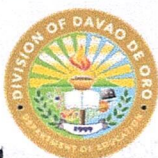
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Personality- 30%	score
<ul style="list-style-type: none">• Observes proper stance or posture• Shows a sense of confidence• Demonstrate controlled facial expressions• Connects with the subjects when interviewing or with the anchor and views when reporting	

4. Technical Applications- 25%	score
Element appropriation - 40%	
<ul style="list-style-type: none">• Observes audio-video lock• Shows effective interplay of audio-visual elements including graphics, text, images, etc	
Fidelity -30%	
<ul style="list-style-type: none">• Shows good audio and video quality• Shows less to no distortion or technical distraction in audio and video	
Timing-10%	
<ul style="list-style-type: none">• Shows a smooth flow of topics or stories• Shows a smooth flow of topics or stories Shows precise timing and synchronization	
Timing-10%	
<ul style="list-style-type: none">• Shows a smooth flow of topics or stories• stories Shows precise timing and synchronization	
Relevance 10%	
<ul style="list-style-type: none">• Applies elements that contribute meaningfully to the overall broadcast presentation	

5. Infomercial/DevCom Plug-15%	
Content -50%	
<ul style="list-style-type: none">• Shows clear advocacy or idea description• Reflects original concept	
Creativity - 50%	
<ul style="list-style-type: none">• Exhibits uniqueness• Applies technical elements appropriately• appropriately Is engaging and appealing	



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Enclosure No. 7

GENERAL GUIDELINES FOR SCHOOL PAPER CONTEST (in PDF)
Based on DepEd Memorandum no. 24 series 2023

- A. The School Paper Contest is open to elementary and secondary schools.
- B. The top five (5) highest pointers both in English and Filipino shall be declared as the best school papers in the division, the points of their ranking shall be added to determine the best-performing schools that shall be recognized in the awarding ceremony at the last day of conduct of the DSPC.
- C. For any school paper found to have copied and published texts, images, and other materials without duly acknowledging their sources, the following sanctions shall be applied:

First Offense: Disqualification from the contest

Second Offense: A formal notification shall be sent to the school, who shall inform the concerned adviser. The School Head shall issue a written reprimand to the school paper adviser/s. The concerned school paper adviser shall undergo a refresher course on plagiarism organized by the SDO. Accordingly, the school head shall implement plans and programs on intensifying academic honesty and integrity.

Third Offense: Disqualification from the School Paper Contest for three (3) consecutive years

D. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.

E. For 2023 DSPC, participating school shall submit soft copy of the school publication per category in PDF through google drive to be provided by the Division Journalism Focal. The following, properly foldered and labeled (e.g., Arayat NHS- Elem), are to be submitted:

1. Certificate of Circulation from the school head duly noted by the SDS. Indicated in the certificate is the corresponding link to the school website or Facebook page where the school papers are published.

2. Certificate of Endorsement signed by the School Head, certifying all the required documents were submitted to, checked, and reviewed by the DO before submitting to the CO.

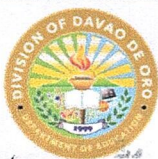
3. Report of the process observed in ensuring plagiarized-free articles

4. Results of the evaluation of school paper per category and medium duly signed by the judges during the DSPC

The DTWG reserves the right to disqualify entries with no Certificates of Endorsement from the school.

F. The different SECTIONS/CATEGORIES in the school paper contest, both English and Filipino, are as follows:

1. News Section / Pahinang Balita
2. Editorial Section / Pahinang Editoryal
3. Features Section / Pahinang Lathalain
4. Sports Section / Pahinang Pampalakasan



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- 5. Science and Technology Section / Pahinang Agham at Teknolohiya
- 6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina

G. The technical specifications for both Elementary and Secondary levels are as follows:

- 1. No. of pages: minimum of 12 and maximum of 20

- News Section- at least three (3)
- Sports Section- at least two (2)
- Feature Section - at least three (3)
- Editorial Section- at least two (2)
- Science and Technology Section - at least two (2)

- 2. Process: Digital.
- 3. Color: All pages in full color
- 4. Size: color 9"x12" (Elementary)
 12x18" (Secondary)

H. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.

**GUIDELINES FOR THE SELECTION OF THE BEST SECTIONS AND LAYOUT
 AND PAGE DESIGN CATEGORIES FOR THE SCHOOL PAPER CONTEST**

A. Editorial Section

- 1. The section should have at least two (2) pages and should include the following: main editorial, editorial cartoon, columns, letters to the editor, and commentaries. Opinion polls or surveys may be included but are not required.
- 2. The treatment of the issues must demonstrate a fair and balanced presentation of both sides of the issue tackled, clear moral purpose, logical reasoning, and proper citations or attributions of sources.
- 3. Topics found in the section should tackle various international, national, or local issues that may directly or indirectly affect the school or the community the school serves.
- 4. The decision of the Board of Judges is final and irrevocable.

B. News Section

- 1. The section shall consist of at least three (3) pages.
- 1. The content and scope of the news stories shall cover international, national, regional, community, and school-based news stories.
- 2. 3. The content of the section may include straight or spot news, advance/follow-up reports, news bits, news features, news analysis, and in-depth news/investigative news.
- 3. The decision of the Board of Judges is final and irrevocable.



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C. Features Section

1. The section should have at least three (3) pages.
2. The feature articles should display a unique and creative presentation of topics, logical organization of ideas and facts, writers' facility of the language, and proper citations or attributions of sources.
3. The decision of the Board of Judges is final and irrevocable.

D. Sports Section

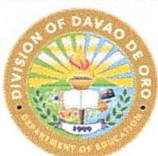
1. The section shall consist of at least two (2) pages.
2. The content and scope of the sports articles shall include coverage of international, national, regional, community, and school-based sports news stories.
3. The content of the section may include straight or spot news, advance/follow-up reports; news bits; news features/news analysis; in-depth news, features, and editorial or column concerning or pertaining to sports.
4. The decision of the Board of Judges is final and irrevocable.

E. Science and Technology Section

1. The Science and Technology Section should have at least two (2)
2. The content may include health, environmental, scientific, technological, and innovative stories written in news, feature, or scientific commentary style. This should also include the economic impact of Science and Technology on the lives of Filipinos.
3. The articles should be well-researched and should observe proper citation of sources, pictures, and graphics.
4. The decision of the Board of Judges is final and irrevocable. pages.

F. Layout and Page Design Category

1. This category shall conform to the principles of layout and design.
2. The content (texts and images) should consider a range of stories about the community and the school, including those of international, national, and local significance.
3. The decision of the Board of Judges is final and irrevocable.



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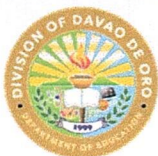
Enclosure No. 7a

SCORESHEET FOR THE NEWS SECTION
Based on DepEd Memorandum no. 24 series 2023

SCORESHEET FOR THE NEWS SECTION

Form and Style (40%)	Score
Has a variety of articles that use catchy and appropriate headlines	
Observes rules of grammar and syntax	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important details	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Use appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, documents reviews, data analyses, and other reliable sources	
Covers relevant issues in school, region, national, and even at the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, and relevant names/facts to bolster the credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestion	

 Evaluator/Judge
 (Signature over Printed Name)



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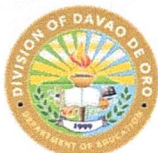
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Enclosure No. 7b

SCORESHEET FOR THE FEATURE SECTION
Based on DepEd Memorandum no. 24 series 2023

Forms and Style (40%)	Score
Manifests unity and coherence to the theme of the section	
Has a variety of articles that use a catchy and appropriate title	
Observes rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important details	
Presents titles that are appealing, appropriate, and witty	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, documents review, data analyses, and other reliable sources	
Reflects clear and creative thinking	
Keeps to the minimum the number of articles or columns from the administration, teachers, and politicians	
Covers relevant issues in school, region, national, and even at the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, and relevant names or facts to bolster the credibility of statements, and/or narratives	
Contains articles that are interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge
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Enclosure No. 7c

SCORESHEET FOR THE EDITORIAL SECTION
Based on DepEd Memorandum no. 24 series 2023

Forms and Style (40%)	Score
Has catchy and appropriate titles	
Observes rules of grammar and syntax	
Shows logical presentation of arguments	
Follows the correct format or style of an editorial	
Uses clear and unbiased titles	
Uses short and simple words	
Presents a distinct style of the section	
Content (60%)	
Presents the stand of the staff regarding certain issues	
Utilizes facts from interviews, document reviews, data analyses, and other reliable sources	
Uses arguments that are supported by facts	
Reflect clear, logical thinking, and challenges the reader's critical thinking	
Has an editorial cartoon that can stand on its own and conveys clean, good, humorous, and constructive criticism	
Columns cover a variety of relevant and youth-oriented subject matters	
Includes letters to the editor, columns, and exchanges	
Keeps to the minimum the number of articles or columns from the administration, teachers, and politicians	
Covers relevant issues in the school, regional, national, and international. Scene	
Applies the principles of civic journalism	
Prioritizes school-related concerns rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, and relevant figures to bolster the credibility of statements and/or narratives	
Includes opinion articles that are timely and interesting to read	
Balances factual details with those of the writers' perceptions	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments and suggestions:	

Evaluator/Judge
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Enclosure No. 7d

SCORESHEET FOR THE SCIENCE AND TECHNOLOGY SECTION
Based on DepEd Memorandum no. 24 series 2023

Forms and Style (40%)	SCORE
Manifests unity and coherence to the theme of the section	
Has a variety of articles that use catchy and appropriate headlines	
Observes rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important details	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs, tables, and sharp, properly cropped, and captioned pictures	
Follows appropriate form and style	
Uses appropriate terms to report event	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses, and other reliable sources	
Presents relevant and timely issues on science and technology	
Includes stories that deal with environmental, scientific, technological, and innovative topics written in news, feature, and scientific commentary style	
Prioritizes school-related materials rather than events that have little or no direct connection with the school and community	
Cites facts such as scientific references, statistics, and relevant figures/facts to bolster the credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestion	

 Evaluator/Judge
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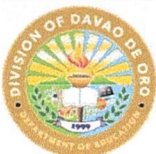
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Enclosure No. 7e

SCORESHEET FOR THE SPORTS SECTION
Based on DepEd Memorandum no. 24 series 2023

Form and Style (40 %)	Score
Manifests unity and coherence	
Has a variety of articles that use catchy and appropriate headlines	
Observes rules of grammar and syntax	
Shows logical presentation of arguments in the sports editorial, feature, and/or column	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important details	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Uses appropriate terms and lingo to report events	
Combines the proper amount of statistics to create a clear visual narrative of the actions	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses, and other reliable sources	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant sports issues in school, region, national, and even at the international level	
Includes a variety of local, national, and international sports articles	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic program	
Cites facts such as historical references, statistics, and relevant names/facts to bolster the credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestions	



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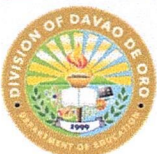
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Enclosure No. 7f

SCORESHEET FOR LAYOUT AND PAGE DESIGN CATEGORY
Based on DepEd Memorandum no. 24 series 2023

Form and Style (70%)	Score
Has an overall visual appeal	
Manifests thematic unity in all sections of the school paper	
Utilizes relevant and quality images and graphics	
Displays excellent use of color and font	
Content (30%)	
Considers a range of stories about the community and the school, including those of international, national, and local significance	
Observes standards of journalism (fairness, relevance, accuracy, and balance)	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
Total (100%)	
Comments/Suggestions	

Evaluator/Judge
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Enclosure No. 8

**GUIDELINES HOW TO COMPUTE THE OVERALL STANDING
(INDIVIDUAL, GROUP AND SCHOOL PAPER CONTEST)**

Based on DepEd Memorandum no. 24 series 2023

1. To determine the top five (5) winners in the secondary/elementary level in each category, the average judges' scores will be the basis of the ranking. All participants from the school shall be ranked.

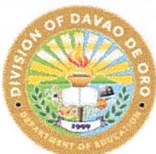
2. The ranks/placement in the individual categories shall be added and ranked accordingly. Please see the sample computation.

School	Newswriting	Feature Writing	Editorial Writing	Column Writing	S & T Writing	Sports Writing	Photo-journalism	CHW	Editorial Cartooning	Total	Rank
A	1	1	1	1	1	1	1	1	1	17	1
B	2	2	2	2	2	2	2	2	2	22	2
C	3	3	3	3	3	3	3	3	3	25	3
D	4	4	4	4	4	4	4	4	4	35	4.5
E	5	5	5	5	5	5	5	5	5	35	4.5
F	6	6	6	6	6	6	6	6	6	51	6

3. The same scheme shall be applied to the group and school paper categories.

4. To determine the top five (5) schools in the Elementary and Secondary levels, the rank in the individual, group and school paper categories shall be added. They shall receive trophies/plaques/medals and certificates during the closing ceremonies.

5. To determine the overall ranking, the following range of scores shall be used based on the cumulative placement/scores in the individual, group and school paper categories:



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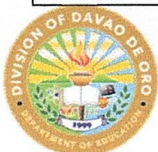
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Enclosure No. 10

**LIST OF TECHNICAL WORKING GROUP (TWG) INVOLVED DURING THE
CONDUCT OF DSPC**

	Name	Role
1.	HILDA A. OPENA	Consultant
2.	ARNIEL CASTILLO	Consultant
3.	WILFREDO P. TAKASAN	Consultant
4	ROSS C. DE LOS SANTOS	Officer/Facilitator
5	NOVA LISSA P. ERELLANA	Officer/Facilitator
6	INAH GRACE T. ANO	Officer/Facilitator
7	RONEL HOME0	Officer/Facilitator
8	MICHELLE ANN S. JADRAQUE	Officer/Facilitator
9	ROWENA B. GARCIA	Officer/Facilitator
10	RESYL APOCERO	Officer/Facilitator
11	ALLAN S. MADINO	Officer/Facilitator
12	GLADYS PACATANG	Officer/Facilitator
13	MAE ESTANOL	Officer/Facilitator
14	ROSARIO B. TAN	Officer/Facilitator
15	MYRENE M. SARAGENA	Officer/Facilitator
16	JAESON SUNDANO	Officer/Facilitator
17	AMILYN B. JIMENEZ	Officer/Facilitator
18	JULIET LUMBIN	Officer/Facilitator
19	HENRY M. MICATUAN	Officer/Facilitator
20	RONEL G. TORRICO	Officer/Facilitator
21	NONA P. CANALIJA	Officer/Facilitator
22	ESTRELLE ROSE A. OPENA	Secretariat
23	ANALIZA D. LUMIKID	Secretariat
24	WILCOR TAYONE	Secretariat
25	BILLY JOHN O. ANTONIO	Secretariat
26	IAN C. MELENDRES	Proctor
27	WAYNE HYACINTH SINGSON	Proctor
28	MARIA ELENA J. ERIDIANO	Proctor
29	ERLINDA CUNADO	Proctor
30	CHERRY MAE H. BONGAY	Proctor
31	JOCELYN G. QUILLOSA	Proctor
32	WEREN D. LOZANO	Proctor
33	MARIA LINDA M. SARONA	Proctor
34	IMELDA P. BALDONADO	Proctor
35	ARNEL C. CONOS	Proctor
36	JENIBELLE B. PILLOTES	Proctor
37	JOSE MARIE FONACIER	Proctor
38	MARGIRIE M. ASUQUE	LRP DESK
39	MEDARD T. APIT	LRP DESK



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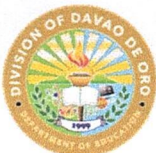
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40	FLORA MAY C. VILLANUEVA	LRP DESK
41	MARY ANN PACATANG	HEALTH
42	JOHN MARCO SUAZO	HEALTH
43	PEPITO III VILLA REIZ	HEALTH



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