



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



November 11, 2019

DIVISION MEMORANDUM
NO. 703 s. 2019

2019 REGIONAL SCHOOLS PRESS CONFERENCE (RSPC)

TO : Assistant Superintendents
CID/SGOD Chiefs
Education Program Supervisors/Coordinators
Public Schools District Supervisors
Elementary and Secondary Public School Heads

1. Attached is Regional Memorandum No. 608, s. 2019 entitled "2019 REGIONAL SCHOOLS PRESS CONFERENCE" with the theme, "Empowering Communities Through Campus Journalism" on November 27 - 30, 2019 to be hosted by the Mandaue City Division.
- 2 Coaches are advised to refer the attached conference activities for guidance.
- 2 Registration fee of **One Thousand Five Hundred Pesos (Php 1,500)** shall be collected from each participant/delegate payable in cash to the host Division on or before the conduct of RSPC. This is to defray expenses for the honoraria of judges, kits, medals, trophies, transportation, equipment rental, contest supplies/materials and other miscellaneous expenses. Membership fee of **Sixty Pesos (Php 60.00)** for the SPA and **Thirty Pesos (Php 30.00)** for the Campus Journalist shall also be collected by the CVSPAMI Treasurer during the registration.
- 3 Travelling, registration fee and other incidental expenses incurred by the participants shall be charged against Division/School MOOE/SEF/PTA/ Campus Journalism Funds subject to the usual government accounting and auditing rules and regulations.
- 4 Wide dissemination of this Memorandum is desired.

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Schools Division Superintendent

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Republic of the Philippines
Department of Education
CENTRAL VISAYAS REGION

Office of the Regional Director

NOV 07 2019

REGIONAL MEMORANDUM

No. 0608, s. 2019

2019 Regional Schools Press Conference (RSPC)

To: Schools Division Superintendents

1. Pursuant to Republic Act (RA) No. 7079, also known as the *Campus Journalism Act of 1991*, this Office announces the conduct of the **2019 Regional Schools Press Conference (RSPC)** with the theme, *"Empowering Communities through Campus Journalism."* This will be held on November 27-30, 2019 in Mandaue City to be hosted by Mandaue City Division.
2. The conference aims to:
 - a. demonstrate understanding on the importance of journalism by expressing it through different journalistic endeavors and approaches;
 - b. sustain advocacy on social consciousness and environmental awareness;
 - c. provide a venue for an enriching learning experience for students interested in Journalism as a career or those who intend to use skill sets learned through campus journalism to give them a better edge in their chosen careers;
 - d. promote responsible journalism, fair and ethical use of social media; and
 - e. enhance journalistic competence through healthy and friendly competitions.
3. Participants to the 2019 RSPC are the following:
 - a. the top five (5) Division winners of the different individual writing contests in English and Filipino of both elementary and secondary levels;
 - b. Division first place winners in Radio Scriptwriting and Broadcasting, Collaborative Publishing, TV Scriptwriting and Broadcasting (for secondary level only), and Online Publishing (for secondary level only);
 - c. School Paper Advisers;
 - d. Division Journalism Coordinators
 - e. Board of Judges
 - f. Division and Region Technical Working Group
4. The Conference activities shall include the following:
 - a. Individual Contests (News Writing, Editorial Writing, Feature Writing, Sports Writing, Editorial Cartooning, Copyreading and Headline Writing, Photojournalism, Science and Technology Writing, and Column Writing as exhibition contest)
 - b. Group Contests (Radio Script Writing and Broadcasting, Collaborative Desktop Publishing, TV Script Writing and Broadcasting, and Online Publishing)
 - c. School Paper Advisers' (SPA) Category (News Writing, Editorial Writing, Feature Writing, Sports Writing in English, Filipino and Binisayang Sinugboanon). Photojournalism is also part of the SPA category but it shall have no specific media, no caption, just a photo story.
 - d. Additional contest categories in Binisayang Sinugboanon for secondary level only (Pagsulat og Balita, Pagsulat og Editoryal, Pagsulat og Feature, and Pagsulat og Balita Bahin sa Pagpaugnat sa Kusog)

e. Search for Outstanding School Paper Adviser (SPA) and Campus Journalist (CJ)

5. Recognizing and respecting Intellectual Property Rights, 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. The disqualification covers all competition sections of the school paper whether they are published in print or PDF copy. Any form of plagiarism as proven by the board of judges shall be ground for disqualification.

6. In order to clarify issues and concerns regarding the conduct of the RSPC, concerned officials, and all participants are advised to refer to the list of enclosures on the guidelines of school paper, individual and group contests.

Enclosure Number	Content
1	General Guidelines for the Selection of Winners in the Different Individual Writing Contests
2	General Guidelines for the School Paper Contest in (Print or PDF)
3	General Guidelines for the Best Sections and Layout and Page Design
4	Guidelines for the Collaborative and Desktop Publishing
5	Guidelines for Online Publishing
6	Guidelines for the Radio Script Writing and Broadcasting
7	Guidelines for the TV Script Writing and Broadcasting
8	Criteria for the Search for Outstanding School Paper Advisers and Campus Journalists
9	Format for the List of Student Contestants and School Paper entries

7. The Column Writing is now on its final year of exhibition contest. Contestants to this category are taken from the contestants on Editorial Writing or from any individual category. No separate contestants shall be organized for this category.

8. All schools divisions should strictly follow the **No School Paper, No Contestant Policy**.

9. Schools that have collected journalism subscription fees from their learners should submit school paper entries in print, **not in PDF files**.

10. Any violation of the stipulated guidelines is subject for disqualification.

11. Only the top five (5) winners in the individual contests and first place winners for the group contests in the Division Schools Press Conference (DSPC) shall be qualified for the RSPC.

12. For additional contests categories for SPAs and CJs, only the first place winners in the DSPC shall be qualified. No separate contestants shall be organized for these contests, they are part of the qualified official participants.

13. Schools Division Offices shall submit the official list of contestants not later than November 18, 2019 to maurita.ponce@deped.gov.ph. Submission of School Paper entries will be on or before November 15, 2019. (Follow the attached template).

14. A registration fee of **One Thousand Five Hundred Pesos (PhP 1,500.00)** shall be collected from each participant/delegate, payable in cash to the host division on or before the conduct of the RSPC. This is to defray the expenses for the honoraria of the board of judges, kits, medals, trophies, transportation, equipment rental specially for TV broadcasting, contest supplies and materials, and other miscellaneous expenses. Membership fee of **Sixty Pesos (PhP 60.00)** for the SPA and **Thirty Pesos (PhP 30.00)** for the CJ shall also be collected by the CVSPAMI Treasurer during the registration.

15. Registration fee, transportation and other incidental expenses of the participants are chargeable against school/division MOOE/SEF/PTA/Campus Journalism Funds, or other available sources, subject to the usual accounting and auditing rules and regulations.

16. Each delegation are encouraged to wear their delegation shirt, bring their delegation banner, and attend the Holy Mass at 3:00 p.m. and Opening Ceremonies at 4:00 p.m. on November 27, 2019 at the Mandaue City Sports Complex. No parade shall be conducted.
17. Checking of laptops and memory cards shall be at 8:00 a.m. to 5:00 p.m. on November 27, 2019 at Mandaue City Comprehensive National High School for secondary level and at Mandaue City Central School for the elementary level.
18. A meeting with the Division Journalism Coordinators will be conducted on November 27, 2019 at 9:00 a.m. at the Conference Room of Mandaue City Central School.
19. Immediate dissemination of and compliance with this Memorandum is directed.



SALUSTIANO T. JIMENEZ, Ed.D., JD., CESO V
Director III
Officer-in-Charge
Office of the Regional Director

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

The competition in the Individual Writing Contest is designed to showcase the competencies of campus journalists, demonstrate their holistic journalistic skills and proficiency through media exposure, immersion and press conferences, and promote free and responsible journalism.

Only learners from schools with school paper (not necessarily following the specifications for school paper contest), both in English and Filipino for the school year and who won the top three spots in each category are allowed to compete in the various individual contests of the RSPC.

The following will be strictly implemented and complied with:

A. General:

1. To facilitate proper identification, the participants are required to **wear their school uniform with their valid school ID/RSPC IDs especially during the contest proper, except for TV and Radio Script Writing and Broadcasting contestants.**
2. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner. The proctor shall refer them to the TWG for appropriate response.
3. Contestants should not put any identifying mark on the contest entry or answer sheet.
4. **School paper advisers, teachers, principals, parents or guardians who will be found in and around the contest venue will be grounds for disqualification of their contestants.**
5. The top seven 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).
6. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
7. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.

B. Specific:

1. News, Feature, Column and Editorial Writing:
Fact sheets or other sources of information shall be given to the contestants as bases in writing the article.
2. Sports Writing:
 - a. The TWG shall orient and provide final 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. Contestants shall watch an actual game where they can gather adequate data.
 - d. A post-game conference shall be held to further interview officials and athletes after the game.
3. Copyreading & Headline Writing:
 - a. Contestants shall bring their own pencil no. 2 for the contest.
 - b. The contestants shall use the 2018 Associated Press (AP) editing marks and follow directions given in the contest piece.
 - c. The contestants shall **provide the best two headlines for the article.**
4. Editorial Cartooning:

- a. TWG shall provide all the contestants with the oslo papers while pencil no. 2 shall be brought by the contestants.
 - b. The cartoon must reflect the elements of editorial cartooning.
 - c. The cartoon should be, at all times, compliant with the professional and ethical standards of media.
5. Science and Technology Writing
Fact sheets or other sources of information shall be given to the contestants as bases in writing a feature article.
6. Photojournalism
- a. Preparation:
 - 1) Contestants should be at the contest venue thirty (30) minutes before the orientation on the guidelines and rubrics.
 - 2) The contestants are allowed to use any Digital Camera (point and shoot only) with a maximum of 20.1 megapixels with fixed lenses only. Contestants who will use any DSLR and other high-end cameras will **not be permitted to join the contest**.
 - 3) The contestants shall format their own memory card and camera to be checked by the examiner/s.
 - 4) The contestant should bring his/her own camera cable for saving of pictures.
 - 5) Cellular phones, extra digital cameras, extra storage card or any additional materials/equipment **are not allowed** in the contest area.
 - 6) Contestants shall bring their own black ink ballpen while the TWG will provide scratch papers where contestants can write down notes during the shooting.
 - 7) Contestants shall set the date and time of their own camera.
 - b. Photo Shoot, Uploading and Captioning
 - 1) Control shot shall be the first shot.
 - 2) Contestants are given one (1) hour to take pictures, which does not include the loading and unloading of the storage card in front of the examiner on a theme to be provided during the orientation.
 - 3) Contestants are allowed to take **unlimited shots** but will submit five (5) possible photos with caption for the given theme and the control shot.
 - 4) Contestants shall retain in the memory card photos to be submitted only.
 - 5) Contestants will be given 30 minutes to write captions for each of the five photos.
 - 6) Caption sheets (with lines and margins) will be provided by the TWG.
 - 7) All entries with caption sheets shall be submitted to the examiner after the allotted time.
 - 8) Memory cards per division will be returned to the participants through their Education Program Supervisor in charge of Campus Journalism after the closing program.
 - 9) **During the duration of the competition, the advisers, trainers, and parents are NOT allowed in the venue.**

SCORE SHEET FOR EDITORIAL WRITING

Technical	40 %
Uses lead paragraph that contains 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 the rules of grammar and syntax	
Utilizes transitions properly	
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 writers' 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%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR NEWS WRITING

Technical	40%
Arranges 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 detail	
Avoids the use of words with controversial elements or double-meaning	
Avoids personal slants	
Has clear and unbiased headline	
Uses short and simple words	
Conforms with the principles of unity and coherence	
Observes the rules of grammar and syntax	
Uses transitions properly	
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%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources properly and observes copyright laws	
TOTAL	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

SCORE SHEET FOR FEATURE WRITING

Technical	30%
Observes the 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 interest of the readers	
Utilizes the appropriate feature type to emphasize the impact/relevance of the topic	
Content	60%
Cites facts like historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Presents a new angle or information about the topic that are 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 writers' perceptions	
Ethics	10%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed
 Name)

SCORE SHEET FOR SPORTS WRITING

Technical	40%
Uses appropriate form and style	
Uses appropriate sports terms and lingo to highlight the significance of the game	
Provides correct descriptions, colorful allusions and figures of speech to describe the players, event/game.	
Combines the proper amount of statistics to create a clear visual narrative of the action	
Has an attractive headline which shows what really transpired in the event	
Observes the rules of grammar and syntax	
Conforms with the principles of unity and coherence	
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%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR EDITORIAL CARTOONING

Technical	30%
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/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%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR COPYREADING AND HEADLINE WRITING

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

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR PHOTOJOURNALISM

Technical Quality	40%
Exposure value and quality of 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	
News Caption	10%
Write a two-sentence news caption per photo (following the 5Wh and 1H questions)	
Ethics	10%
Observes ethical and professional standards for journalism (fairness and accuracy)	
Respectful of subject's right to privacy (e.g. nudity, no permission to be the subject)	
Follows strict standards of no manipulation and alteration of reality	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING

Technical	40 %
Manifests unity and coherence to the theme/topic given	
Has catchy and appropriate headline that is also clear and free of bias	
Observes the 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/discuss events	
Content	50 %
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Presents relevant and timely issues 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/facts to bolster credibility of statements and/or narratives	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

SCORE SHEET FOR COLUMN WRITING

Technical	30%
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	
Uses a strong, appropriate and catchy title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Content	50%
Presents and explains a solid and clear stand	
Presents the different angles and examine both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' 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	
Clarifies certain points of fact or argument that may be confusing or complicated	
Ethics	20%
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

**GENERAL GUIDELINES FOR SCHOOL PAPER CONTESTS
(Print and PDF Format)**

- A. The School Paper Contest is open to Elementary and Secondary schools whose school papers belong to the top ten per section per category in the division.
- B. The top ten (10) highest pointers both in English and Filipino shall be declared as the best school papers in the region but the points of their ranking shall not be added to the determination of the overall best performing divisions. Consequently, the top performing divisions in this category will be recognized.
- C. **Any school paper found to have copied and published texts, images and other materials without duly acknowledging their sources shall be disqualified in the contest.**
- D. If the school paper shall join again the following year and found to have committed the same offense, the following sanctions shall be applied:

1st Offense: A formal notification shall be sent to Schools Division Superintendent (SDS) who shall inform the concerned schools. The SDS shall issue a written reprimand to the school paper adviser/s and the school principal. The concerned school paper adviser shall undergo a refresher course on Plagiarism organized by the Division. The Principal shall be asked to implement plans to teach their students about the ills of plagiarism and its consequences.

2nd Offense: Disqualification from the School Paper Contests for three (3) consecutive years

- E. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- F. The school paper shall be submitted in paper-based format only:
Each division shall submit ten (10) best entries per category. Schools that will submit entries should include a Certificate of Circulation from the school principal duly noted by the Schools Division Superintendent that the printed school paper was widely circulated to at least two-thirds (2/3) of students' population of the current school year. This certification should be included in the documents submitted to the Regional Office before the regional judging of the school papers.

The SDS shall then issue a Certificate of Endorsement stating that the printed division entries for the School Paper Contest were widely circulated to at least two-thirds (2/3) of students' population of the current school year.

The Technical Working Group (TWG) reserves the right to disqualify entries without Certificate of Endorsement from the SDS.

- G. The different SECTIONS/CATEGORY to be judged for the school paper contest are as follows:
1. News Section / Pahinang Balita
 2. Editorial Section / Pahinang Editoriyal
 3. Feature Section / Pahinang Lathalain

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

H. 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 3
 Sports Section – at least 2
 Feature Section– at least 3
 Editorial Section – at least 2
 Science & Technology Section – at least 2
2. Process: Offset / Digital
3. Paper stock: Bookpaper or C2S 60GSM – 80 GSM
4. Color: Front and back cover in full color
 Inside pages in black and white
5. Size:
 9”x12”(Elementary)
 12”x18”(High School)

- I. Each section will be judged according to the guidelines/criteria set for the section/category.
- J. After a thorough three-to-five-day evaluation by a set of judges, each division shall submit ten (10) winners per section and for each medium (English and Filipino) to the Regional Office. The school paper entries should be properly sealed and labeled per section.
- K. Sufficient copies of the school paper entries (10 copies per section/category) should be included in the package. **The number of copies should correspond to the number of division winnings of each school paper.** A list of winning division entries should also accompany the package, which should be duly endorsed by the SDS to the Curriculum and Learning Management Division on or before **November 15, 2019**.
- L. No school is allowed to submit their school paper entry (ies) directly to the Regional Office.

**GENERAL GUIDELINES FOR THE SELECTION OF THE BEST SECTIONS
AND LAYOUT AND PAGE DESIGN CATEGORY**

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 fair and balanced presentation of both sides of each issue tackled, clear moral purpose, logical reasoning, and proper citations/attribution 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 shall be deemed final and irrevocable.

B. News Section

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

C. Feature Section

1. The section should have at least three (3) pages.
2. The feature articles should display unique and creative presentation of topics, logical organization and progression of ideas and facts, writers' facility of the language and proper citations/attribution of sources.
3. The decision of the Board of Judges shall be deemed 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 may include a balanced coverage/scope 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 report; news bits; news feature/news analysis; in-depth news, features and editorial/column concerning or pertaining to sports.
4. The decision of the Board of Judges shall be deemed final and irrevocable.

E. Science and Technology Section

1. The Science and Technology Section should have at least two (2) pages and 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 the Filipinos.
2. The articles should be well-researched and should observe proper citation of sources, pictures and graphics.
3. The decision of the Board of Judges shall be deemed final and irrevocable.

F. Layout and Page Design Category

1. This category shall conform to the principles of layout and design.
2. The layout and page design category should include any or a combination of the following: balanced coverage/scope of stories about the community and school-based events, including those of international, national and regional significance which document or are related to the school or its members' involvement and participation. Proper evaluation or grading events based on their importance should be evident in the layout.
3. The layout and page design should include headlines, body text, cuts/captions, balance, harmony, and proportionate to length of articles and the entire page.
4. The decision of the Board of Judges shall be deemed final and irrevocable.

SCORE SHEET FOR THE EDITORIAL SECTION

Technical	40 %
Has catchy and appropriate titles	
Observes the 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	50 %
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	
Reflects clear, logical thinking and challenges the readers' 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, youth-oriented subject matter	
Includes letters to the editor, columns and exchanges	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant issues in school, region, 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, relevant figures to bolster 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	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

SCORE SHEET FOR THE NEWS SECTION

Technical	40 %
Has variety of articles that use catchy and appropriate headlines	
Observes the 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 detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Follows appropriate form and style	
Uses 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	50 %
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational or athletic program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

SCORE SHEET FOR THE FEATURES SECTION

Technical	40 %
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate title	
Observes the rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important detail	
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	50 %
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and logical thinking that makes the readers think	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant issues in school, region, national and even in the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE SPORTS SECTION

Technical	40 %
Manifests unity and coherence	
Has variety of articles that use catchy and appropriate headlines	
Observes the 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 detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs and tables, 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	50 %
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 in the international level	
Includes 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, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

SCORE SHEET FOR LAYOUT AND PAGE DESIGN CATEGORY

Technical	60 %
Manifests thematic unity	
Has variety of articles that use catchy and appropriate headlines	
Includes stories that are arranged in decreasing importance	
Utilizes relevant graphs, tables and sharp, properly cropped and captioned pictures	
Presents distinct and stand-out style and format of the paper following the principles of layouting	
Content	30 %
Utilizes headlines that are related to their leads	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational program	
Contains articles that are timely and interesting to read	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION

Technical	40 %
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
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 events	
Presents a distinct style of the section	
Content	50 %
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Uses technical jargons to a minimum	
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, relevant figures/facts to bolster credibility of statements and/or narratives	
Ethics	10 %
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)

**GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING
CONTEST**

- A. The competition is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department in a publishing house.
- B. Each division shall organize a team of seven members who shall not be competing in any of the individual writing contest. There will be one team for English and another for Filipino, both at the elementary and secondary levels. Contestants shall wear their uniform with identification cards.
- C. All contestants are required to attend the orientation before the actual competition.
- D. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers until the end of the contest.
- E. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. The sports writers shall attend coverage of an actual sports event. The photojournalists shall take pictures of the mini press conference and editorial cartoons will be produced while the rest of the team is doing write-ups, layouting and editing.
- F. Sports writers and photojournalists must be ready to watch an actual game where they shall gather appropriate data and/or conduct interview before and after the game. 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 further interview and data gathering.
- G. The team will be given four (4) hours for data gathering, writing, layouting, and editing.
- H. Each team is allowed to bring at least two (2) digital/DSLR cameras, one (1) inkjet printer with scanner, one (1) card reader, one (1) blank flash drive, extension wires and a maximum of (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output and A4 size photo paper.
- I. All contestants shall submit laptops cleared of stored documents including prepared templates or any pre-written files or references therein on November 27, 2019 (up to 5:00 p.m. only)**
- J. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.**
- K. Laptops with files shall not be allowed during the competition.

- L. The host division will provide six (6) scanners for the editorial cartoon (three for elementary and three for secondary [English/Filipino]) as back up for the contestants.
- M. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras and laptops with disabled internet connection.
- N. Each team will be required to convert their output into PDF, print in A4 size 80 gsm bond paper and submit it to the contest committee. 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, division or region can be found on their output as it would be a ground for disqualification.
- O. The output of the contest is an A4-size four-page full-colored publication. The output will be stored in a flash drive and be submitted to the TWG and uploaded to the designated computer for judging.
- P. The top (3) three teams shall be recognized and their points will be included in the determination of the overall scores.
- Q. The decision of the Board of Judges shall be deemed final and irrevocable.

SCORE SHEET FOR COLLABORATIVE DESKTOP PUBLISHING

Content (50%)	Score
<p>CONTENT</p> <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, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives • Provides balance of light and serious topics • Shows 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 	
<p>Technical (30%)</p> <ul style="list-style-type: none"> • Includes articles that are arranged according to importance • Presents headlines that are clear and free of bias • Makes use of pictures that are clear, properly cropped and captioned • Utilizes graphics, illustrations and cartoons that are relevant • Exhibits clear focus and coherent organization • Observes the rules of grammar and syntax • Observes proper journalistic style and format 	
<p>Ethics (10%)</p> <ul style="list-style-type: none"> • Observes standards of journalism in terms of fairness, relevance, accuracy, non-libelous statements and obscene content • Observes intellectual property rights 	
<p>Team (10%)</p> <ul style="list-style-type: none"> • Plans out the content and design of the publication based on the press kit given by the NTWG and can accomplish different tasks within the given time. • Shows ease in the use of variety of computer software and equipment to lay-out and design the publication 	
<p>TOTAL (100%)</p>	
<p>Comments/Suggestions:</p>	

 Evaluator/Judge
 (Signature over Printed Name)

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each division shall organize a team of five (5) members who shall not be competing in any of the individual and group contests. There will be one team for English and another for Filipino for the secondary level only.
2. The competition is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department in an online publishing house.
3. All contestants are required to attend the one (1) hour orientation before the actual competition.
4. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers until the end of the contest.
5. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. The sports writers shall attend coverage of an actual sports event. The photojournalists shall take pictures/videos of the mini press conference while the rest of the team is doing write-ups, layouting and editing. The team will be given two (2) hours for layouting and editing. Sports writers and photojournalists must be ready to watch an actual game where they shall gather appropriate data and/or conduct interview before and after the game. 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 further interview and data gathering.
6. A total of four (4) hours is allotted for data gathering, writing, layouting, editing of articles online after the creation of an online publication using the official platform determined by the organizers.
7. Specific instructions on the number of articles to be produced will be given during the orientation.
8. Each team will be required to bring one scanner, at least two digital cameras, and a maximum of (4) laptops installed with Photoshop for image enhancement.
- 9. All contestants shall submit laptops cleared of stored documents including prepared templates or any pre-written files or references therein on November 27, 2019 (up to 5:00 p.m. only).**
- 10. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.**
11. Laptops with files shall not be allowed during the competition.
12. Each team shall bring two (2) pocket wifis or routers (preferably with two different networks) and extension cord.
13. The host region will provide six (6) scanners for the competition (three for Filipino and three for English).
14. Each group shall submit their URL to the assigned examiner.
15. The top (3) three 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.
16. The decision of the Board of Judges shall be deemed final and irrevocable.

1.

SCORE SHEET FOR THE BEST ONLINE PUBLISHING

Content (40%)	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, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives • Provides balance of light and serious topics • Shows 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 • Has clear and unbiased headlines/titles • Observes the rules of grammar and syntax 	
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 (20%)	
<ul style="list-style-type: none"> • 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)

**GUIDELINES FOR RADIO SCRIPT WRITING & BROADCASTING
CONTEST**

A. General Guidelines

1. Each division shall have two (2) separate teams composed of seven (7) members for the English and Filipino categories. The members should not be participants in any individual contest.
2. To facilitate proper identification, the participants are required to wear **white polo shirt/T-shirt** with their valid school ID/RSPC IDs especially during the contest proper.
3. A one (1) hour orientation shall be conducted for all the contestants.
4. Individual awards include best anchor and best news presenter, while group awards include best in technical application, best infomercial and best script.
5. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
6. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
7. Any breach or violation of the stipulated guidelines shall be valid grounds for disqualification.

B. Scriptwriting

1. Each team may use up to three (3) official laptops, cleared of stored documents, and an inkjet printer in preparing and printing of the script.
2. All laptops shall be **cleared of stored documents including pre-written files or references therein except music or sound effects files on November 27, 2019 (up to 5:00 p.m. only).**
3. Each team is required to bring their own extension wires and other equipment for rehearsal.
4. **Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.**
5. Laptops with files other than music or sound effects files shall not be allowed during the competition.
6. The students will be given 1 1/2 hours to prepare a script for a 5-minute radio broadcast, that includes an infomercial, which may depict health, environment, politics and social issues, and four (4) news articles, which may be based on press releases, raw data, or any other option given by the NTWG. The infomercial shall have a maximum length of (1) minute and shall use the language that the group is competing in. Another 30 minutes will be allotted for the printing of the output. After two (2) hours, each team should submit four (4) copies of the script. Three (3) will be submitted to the judges and one (1) to the NTWG. The team may print extra copies for their own use.

7. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, a member of the contest committee shall accompany them to the rest rooms.
8. The script should not bear any information that may identify the school, division or region, but it should include the names of the members of the team with their job assignment/contribution (i.e. anchor, news presenter, etc.)
9. Scripts shall be:
 - encoded using Arial font size 12
 - with directorial instructions in capital letters
 - double-spaced with normal margin (1 inch on all sides)
 - printed in A4-sized bond paper (8.27x11.69 inches)

C. Broadcast Simulation

1. A broadcast room for the presentation shall be identified in the contest venue. Only the contestants, judges and the members of the contest committee shall be allowed inside. The student broadcasters shall be concealed from the judges all throughout their presentation.
2. The organizers/host region shall commission an independent sound system provider 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 director shall not be allowed to change, adjust and manipulate the main control board during their presentation.
4. Mobile phones and reference books shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to perform again.
6. Loudspeakers may be set up outside the broadcast room.
7. The directors before the script writing will identify the order of presentation through drawing of lots.
8. Each team shall be given eight (8) minutes: two (2) minutes of which for preparation, five (5) minutes for the actual broadcast and one (1) minute for exit. Provided running time shall be applied.
9. The organizers shall provide a wall clock or a timer, which will serve as the official time that can be seen by the contestants and the judges. There will be an official time keeper.
10. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. The green flaglet shall then be raised to signal the team to start. The yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining followed by the red flaglet to indicate that their time is up.
11. The team who complied with the 5-minute production shall be given 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
12. The contestants shall leave the broadcast room right after their presentation.

SCORE SHEET FOR RADIO SCRIPT WRITING AND BROADCASTING

1.Anchor	Total Score
Voice Quality 40%	
<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 clear and well-modulated voice • Presents appropriate pace and volume • Is consistently 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 accent that is socially acceptable • Utilizes various voice inflections/changes to enhance meaning of the lines • Stretches a word to a desired length to emphasize or give the appropriate meaning 	
Total 100%	

2. NewsPresenter	Total Score
Voice Quality 40%	
<ul style="list-style-type: none"> • Is very clear, easy to understand even when speaking quickly • Paces his/her voice well to fit the storyline and help the audience understand the issue • Shows expressions of interest, enthusiasm, and confidence 	
Voice Recognition – 30%	
<ul style="list-style-type: none"> • Has clear and well-modulated voice • Presents appropriate pace and volume • Is consistently 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 accent that is socially acceptable • Utilizes various voice inflections/changes to enhance meaning of the lines • Stretches a word to a desired length to emphasize or give the appropriate meaning 	
Total 100%	

3. Infomercial	Total Score
Content – 40%	
<ul style="list-style-type: none"> • Shows brief and clear advocacy/idea description • Is logically organized • Shows smooth and appropriate transitions 	
Creativity – 30%	
<ul style="list-style-type: none"> • Exhibits uniqueness and originality • Implements technologies appropriately 	
Persuasion / Impact – 30%	
<ul style="list-style-type: none"> • Engages audience • Shows appropriate audience appeal • Keeps audience focused all throughout the broadcast 	
Total 100%	

4. Technical Application	Total Score
Juxtaposition – 40%	
<ul style="list-style-type: none"> • Shows a smooth transition from one topic/news event to another • Establishes clear relationship between one 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 time signals 	
Total 100%	

5. Script	Total Score
Content – 40%	
<ul style="list-style-type: none"> • Covers topic with necessary details & examples • Is accurate and has no factual errors • Is well-organized • Uses academically and socially acceptable 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 	
Script Organization – 20%	
<ul style="list-style-type: none"> • All elements are labeled and clearly written • Clearly indicates names of team members and their tasks/assignments 	
Total 100%	

RADIO PRODUCTION (Overall)	Total Score
A. Delivery – 25% 1. Anchor (15%) 2. News Presenter (10%)	
B. Technical Application – 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)

GUIDELINES FOR TV SCRIPT WRITING AND BROADCASTING

PRE-CONTEST

1. Each division shall field a team of seven (7) members. The team shall decide who shall act as:
 - a. anchor/s (not more than 2)
 - b. reporter/s (not more than 3)
 - c. producer/director who could also act as floor director
 - d. video graphics editor (1)
 - e. video researcher/floor director/ prod. Assistant – 1
 - f. video journ/camera man - 1

*Note: Any of the team members can assume one or two positions/tasks as long as this would not be conflicting or awkward in relation to the outcome of the broadcast (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 following materials and equipment will be brought by the team:
 - a. four laptops with one back-up laptop with at least 10gb free space for video editing program (with uploading capacity)
 - b. two empty USB
 - c. digital camera/phone camera (without sim at most 2) which is compatible with the laptop for the downloading of media
 - d. at most three wired lapels
 - e. A4 bond paper and one printer with ink
 - f. at most three broadband sticks/pocket wifi, one wireless router
 - g. extension cord
3. The tools and equipment that will be provided by the TWG in the mock broadcast room shall be made **known at least a week before** the contest through an advisory by the host division and shall be the only tools and equipment allowed to be used by the participants during the actual contest.
4. A technical orientation will be held **in the morning on November 27, 2019** for the technical director and editor to be familiar with the equipment and materials to be used on the actual broadcasting.
5. All contestants shall submit laptops **cleared of stored documents including prepared templates or any pre-written files or references therein on November 27, 2019 (until 5:00 p.m. only)**
6. **Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.**
7. Laptops with files shall not be allowed during the competition.
8. Laptops will be released during the contest.

CONTEST PROPER:

Note: The teams will be oriented at **7:00 o'clock** on the day of the contest on the theme of the contest, roles of the participants and criteria for judging by the chairman of the board of judges.

A. SCRIPTWRITING

1. The team shall have the following components in their script:

a. Cover page: This shall contain the group's name (mock TV network name)

b. News Articles: The contest organizers will provide five news articles. The team may choose only four (4) or cover five (5) out of these articles. Each news script should have video and audio component and must not exceed 45 seconds when read during the contest proper.

c. Infomercial/Developmental Communication:

The team is required to produce one (1) infomercial or developmental communication which will not exceed 30 seconds. This can be pre-recorded and produce during the actual contest and should be relevant to the topic which will be given by the judges. The script should contain video and audio component.

d. Field Report: To be included in the production is a field report which can delivered live with canned video support or pre-produced.

e. Headlines: This will contain a brief lead/summary of the news articles.

f. OBB/CBB: Opening Billboard and Closing Billboard will contain the group's assumed TV network name. This can be pre-produced. The script for the OBB /CBB should be included in the main script which will be submitted to the judges.

2. Four hours will be allotted for the preparation of the script: 1.5 hours for the writing and printing of the script; 2.5 hours for the shooting and editing of the videos, production of the infomercial and rehearsals. The teams will only be allowed 1.5 hours to access the internet during the scriptwriting.

3. Once the scriptwriting contest has started, no member shall be allowed to leave the contest area. In case of personal necessity, a member of the contest management/proctor shall accompany the participant outside the contest area.

4. Each team shall prepare four copies of the script: 3 copies for the judges and 1 copy for the team. Late submission of script will entail one point deduction for every 3 minutes.

5. All news materials shall be presented live. Infomercial, support videos which will be used during the live presentation can be pre-recorded.

B. TV BROADCAST SKILLS EXHIBITION

1. The order of presentation shall be determined by drawing of lots.
2. Only one laptop is allowed inside the studio.
3. The team will be given five (5) minutes to test the materials and equipment right before the actual live broadcast presentation. In case of overtime, the following scheme of deductions shall be followed:
 - 1 second – 20 seconds – 1 point
 - 21 seconds – 40 seconds – 2 points
 - 41 seconds – 60 seconds – 3 points
 - 61 seconds and above - 4 points
4. The TV broadcast must be delivered in six minutes.
5. Time through digital clock will be displayed from the start of the rehearsals and actual broadcast.
6. After six minutes, the presenting team may continue their broadcast. However, a corresponding deduction will be given. A team that delivers the broadcast under time will also be given a corresponding deduction.
7. The team who complied with the 6-minute production shall be given 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
8. The time keeper shall give the judges a copy of the record of the broadcast running time of each group. The record should indicate how many seconds/minutes each group went over/under time; if they did.
9. An appropriate venue will be provided for the viewing of the live - feed of the presentation.
10. The decision of the Board of Judges is **FINAL and IRREVOCABLE**.

CRITERIA for JUDGING (Best Newscast) (rubrics for each criterion will be created)

Script	30%
Broadcast Presentation	25%
Technical Application	25%
Infomercial	15%
Adherence to time allotment	5%
TOTAL	100%

SPECIAL AWARDS

1. Best News Writer: *Choice of news angle – 3, organization / writing style -3, accuracy- 2, conciseness- 2 (10 pts.)*
2. Best Reporter: *Delivery-4, Content-4, Impact-2 (10 pts.)*
3. Best News Anchor: *Delivery-5, impact – 5 (10 pts.)*
4. Best in Technical Application: *Element Appropriation-3, Timing -3, Relevance – 2, Impact -2 (10 pts.)*
Best Infomercial/ Devcom Conceptual Creativity – 5, Probative Value – 5 (10 pts.)

Search for the Outstanding School Paper Advisers (OSPA)

Guidelines

1. Each division shall select an outstanding school paper adviser for elementary and secondary levels.
2. Previous winners/awardees are not eligible to participate.
3. Photocopied documents of the candidate(s) shall be duly certified true and correct by the Division Supervisor in charge of journalism and duly countersigned by the Chief CID and endorsed by the SDS.
4. A recent copy of the school paper of the candidate must be attached.
5. The panel of judges shall be:

For the Regional level selection:

- Chairperson - CLMD Chief,
Co-Chairperson - Regional in-charge of Journalism
Member - Regional Journalism Association President

For the Division level selection:

- Chairperson - CID Chief,
Co-Chairperson - Division in-charge of Journalism
Member - Regional Journalism Association President

CHECKLIST FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISER

Length of Service and Performance Rating

1. Must be a practicing school paper adviser for at least three (3) years immediately prior to the search. However, documents to be included in the selection shall cover the last five (5) years.
2. Must have a performance rating of not lower than Very Satisfactory (VS) for the past three (3) school years.

ACHIEVEMENTS IN JOURNALISM CONTESTS FOR THE PAST FIVE YEARS

NOTE: The candidate shall earn the corresponding points of all his/her winnings at all levels for the last 5 years, in all instances.

A. Winnings (DepEd Schools Press Conferences) — 40%

1. Individual Contests (points)

Rank	National	Regional	Division
1	13	6	3
2	12	5	2
3	11	4	1
4	10	3	0
5	9	2	0
6	8	1	0
7	7	1	0

2. Group Contests (points)

Rank	National	Regional	Division
1	13	6	3
2	12	5	2
3	11	4	1
4	10	3	0
5	9	2	0
6	8	1	0
7	7	.5	0

3. Special Awards in Group Contests

Rank	National	Regional	Division
1	8	4	3
2	7	3	2
3	6	2	1
4	5	1	0
5	4	.75	0
6	3	.5	0
7	2	.25	0

4. School Paper Contest (add division level starts at 5 and include the over-all ranking)

*points per section and overall best school paper

Rank	National	Regional	Division
1	13	7	5
2	12	6	4
3	11	5	3
4	10	4	2
5	9	3	1
6	8	2	0.75
7	7	1	0.50

B. Leadership Related to Journalism — 15%

Position	National	Regional	Division
President	25	20	15
Vice President	20	15	10
Secretary/ Treasurer and other positions	18	12	8

C. Extension Service: Organizer/Facilitator (Related to CJ) — 10%

National	Regional	Division
10	7	5

D. Speakership: Resource Speaker, Judge (Related to CJ) — 10%

National	Regional	Division
10	7	5

- E. Authorship:** Articles published (print and online), Published Books, Modules, Workbooks (Related to CJ) - 15%

National	Regional	Division
10	7	5

Articles published, Journals (print/online)

National	Regional	Division
5	3	1

- F. Panel Interview - 10% PANEL INTERVIEW — 10%**

G. OVERALL CRITERIA

Criteria	Percentage
Winnings	40%
Leadership	15%
Extension Service	10%
Speakership	10%
Authorship	15%
Interview	10%
TOTAL	100%

How to Compute:

$$\frac{(\text{Score} \times 50 + 50)}{\text{HP}} \times \%$$

Legend:

Score - the accumulated points in a particular criterion

HP - the highest possible score

% - the criterion weight

Search for the Outstanding Campus Journalists

Guidelines

1. Each Division shall select **ONE** outstanding campus journalist for elementary and one for the secondary.
2. The panel of judges in the regional search shall be composed of the following:

The CLMD Chief as chair, regional supervisor in-charge of journalism as co-chair, president of the regional school paper advisers' association both in the elementary and secondary as members.
3. The candidate shall attach the photocopy of all documents for the last three years duly certified true and correct by the Division Supervisor in charge of Journalism for verification and evaluation by the regional search committee and endorsed by the Schools Division Superintendent.
4. The candidate must be a campus journalist and of good moral character.
5. The candidate for the Search for Outstanding Campus Journalist (OSCJ) shall be evaluated on the following criteria:

A. ACADEMIC PERFORMANCE (20%)

(for the past two years up to the 2nd quarter of the current school year)

Rank (in class)

with Highest Honors or its equivalent	-20 %
with High Honors or its equivalent	-15%
with Honors or its equivalent	-10%

B. ACHIEVEMENTS IN JOURNALISM (45%)

(highest possible score: 162+84+66 = 312)

WINNINGS TO THE NSPC/RSPC/DSPC

The candidate shall earn the corresponding points for every year of winning:

1. **Individual Contests (highest possible score – 54x3 = 162)**

Rank	Points per level		
	National	Regional	Division
1 st	25	18	11
2 nd	24	17	10
3 rd	23	16	9
4 th	22	15	8
5 th	21	14	7
6 th	20	13	6
7 th	19	12	5

2. Group Contests (highest possible score – 28x3 = 84)

Rank	Points per level		
	National	Regional	Division
1 st	15	8	5
2 nd	14	7	4
3 rd	13	6	3
4 th	12	5	2
5 th	11	4	1
6 th	10	3	
7 th	9	2	

3. Special Awards in Group Contests: (highest possible score – 22x3 = 66)

Rank	Points per level		
	National	Regional	Division
1 st	13	6	3
2 nd	12	5	2
3 rd	11	4	1
4 th	10	3	
5 th	9	2	
6 th	8	1	
7 th	7		

C. LEADERSHIP (highest possible score – 67x3 = 201)10 %

Position of the Nominee in the School Publication

Editor-in-Chief	15
Associate Editor	12
Section Editor	10
Writer/Contributor/Others	8

Editors' Guild Leadership

Position	National	Regional	Division
President	20	17	15
Vice President	15	12	8
Sec., Treas. and other positions	10	8	5

*Note: A contestant shall earn points for every position held at every level for the last three years with proofs of accomplishment.

D. COMMUNITY AND EXTENSION SERVICES RELATED TO JOURNALISM.....10 %
(highest possible score – 24x3=72)

Services	National	Regional	Division
Committee Chairperson	10	8	6
Facilitator	8	6	4
Trainings Attended	6	4	2

E. PUBLISHED WORKS (highest possible score – 9x3 = 27).....5 %

	National	Regional	Division
Articles Written in National and local Dailies, Editors Guild Newsletters, Palaro News Letter and DepEd website, GSP/BSP and Documentaries	5	3	1

SUMMARY

1. Academic Performance - (20 %)
2. Achievements in Campus Journalism (45 %)
3. Leadership -(10 %)
4. Community & Extension Services -(10 %)
5. Published Works (5%)
6. Interview - (10 %)

TOTAL 100%

6. Non-appearance of the candidates in the panel interview is a ground for disqualification in the search.
7. The Regional Awardees will be recognized during the awarding ceremonies of the Outstanding School Paper Advisers and Campus Journalists during the National Schools Press Conference.
8. The decision of the Board of Judges is final and irrevocable.

HOW TO COMPUTE

$$\frac{(\text{Score} \times \frac{50}{\text{HP}} + 50) \times \%}{\text{HP}}$$

Legend:

Score - the accumulated points in a particular criterion

HP - the highest possible score

% - the criterion weight

**FORMAT FOR THE LIST OF STUDENT CONTESTANTS AND
REGIONAL SCHOOL PAPER ENTRIES**

A. List of Contestants for the Individual Contests

Category: _____ Level _____ Medium _____

No.	Complete Name of Student	Gender	School	Name of School Paper	Name of SPA/Coach
1					
2					
3-5					

B. List of Contestants for Radio Script Writing and Broadcasting

Level: _____ Medium: _____

No.	Complete Name of Student	Gender	School	Role/Assigned Task	Team Coach
1					
2					
3-7					

C. List of Contestants for TV Script Writing and Broadcasting (Secondary Level only)

Medium: _____

No.	Complete Name of Student	Gender	School	Role/Assigned Task	Team Coach
1					
2					
3-7					

D. List of Contestants for Collaborative Desktop Publishing

Level: _____ Medium: _____

No.	Complete Name of Student	Gender	School	Role/Assigned Task	Team Coach
1					
2					
3-7					

E. List of Contestants for Online Publishing (Secondary Level only)

Medium-

No.	Complete Name of Student	Gender	School	Role/Assigned Task	Team Coach
1					
2					
3-5					

F. List of Division Entries for School Paper per Section/Category

Section/Category: _____

No.	Name of School Paper	School Paper Adviser	School	Name of Principal
1				
2				
3-10				