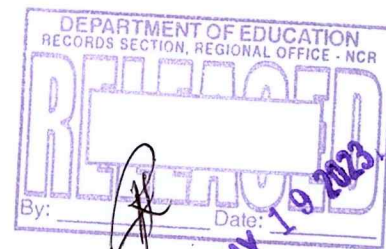




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

ORD - 2023 **393**

To : **SCHOOLS DIVISION SUPERINTENDENTS**
All Others Concerned

From : **WILFREDO E. CAERAL, CESO III**
Regional Director

Subject : **2023 Regional Schools Press Conference and Contests**

Date : **May 16, 2023**

1. Department of Education National Capital Region through Curriculum and Learning Management Division will hold the 2023 Regional Schools Press Conference and Contest with the theme, **"From Campus Journalism to Real-World Journalism: Shaping Minds from Schools to Societies."** on June 6-7 and 16, 2023 in Pasig City.
2. The Conference aims to:
 - a. demonstrate understanding of journalism through skillful execution in various platforms (i.e., print, broadcast, online);
 - b. recognized 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 competitions; and
 - e. provide learners opportunities to use the skills learned in campus journalism for their future careers.
3. The Conference and Contest Activities shall include the following:
 - a. Individual Contests (English and Filipino, elementary and secondary)
 - News Writing
 - Features Writing
 - Editorial Writing



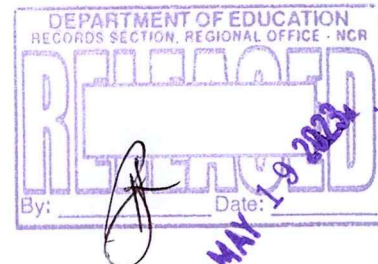
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REGIONAL MEMORANDUM

ORD – 2023 **393**

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All Others Concerned

From : **WILFREDO E. CABRAL, CESO III**
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- Sports Writing
- Copyreading and Headline Writing
- Science and Technology Writing
- Photojournalism
- Editorial Cartooning
- Column Writing

b. Group Contests

- Radio Scriptwriting and Broadcasting (English and Filipino, elementary and secondary)
- Collaborative Desktop Publishing (English and Filipino, elementary and secondary)
- Online Publishing (English and Filipino, secondary only)
- TV Scriptwriting and Broadcasting (English and Filipino, secondary only)

c. Concurrent Sessions with Workshops for SPAs

d. Search / Awarding of the Outstanding School Paper Advisers and Campus Journalist for Elementary and Secondary Levels

e. School Publication Group Contests

4. Below is the list of enclosures on the guidelines of the individual contests, group contests, school paper and search for outstanding campus journalist and school paper advisers.

Enclosure No.	Content
1	Terms of Reference
2	Schedule of Activities
3	General Guidelines/Contest Mechanics for Selection of Winners in the different Individual Writing Contest
4	Guidelines for the Collaborative & Desktop Publishing Contest
5	Guidelines for the Online Publishing Contest
6	Guidelines for the Radio Scriptwriting & Broadcasting Contest
7	Guidelines for the TV Scriptwriting & Broadcasting Contest
8	Guidelines for the Selection of the Outstanding School Paper Advisers and Campus Journalists
9	Guidelines for the School Publication Group Contest

5. Each participant (Campus Journalists & School Paper Advisers) from both public and private schools included in the division list of winners, shall pay a registration fee of Five Hundred (Php500.00), which shall be charged against



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School MOOE/Local/SEF and the School Journalism Funds, subject to the usual accounting and auditing rules and regulations. Registration fee shall be paid at any Landbank branch with Account Name DepEd-NCR and Account No. 0692-1020-61. Please indicate in the deposit slip(depositor) the name of the school only. Payment is scheduled from May 29-31, 2023. Submit the copy of validated deposit slip to DepEd -NCR Cashier Unit for issuance of Official Receipt.

6. Attached is the List of Members of Regional Technical Management Team, Working Committees and Schedule of Activities for ready reference.
7. Immediate and Wide dissemination of this Memorandum is desired.

Incl.: As stated

Reference: DepEd Memorandum No. 024 s. 2023

Allotment: 1

To be indicated in the Perpetual Index

Under the following subjects:

CONTESTS
FEES
PROGRAMS & PROJECTS
OFFICIALS
CONFERENCES
JOURNALISM PROGRAM
SCHOOLS
TEACHERS



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Enclosure No. 1 **Terms of Reference**

1. Recognizing and respecting Intellectual Property Rights, the Department adheres to the rules concerning plagiarism. This Office reiterates its stand to disqualify school papers found to have copied and published texts, graphs, and other materials without duly acknowledging their sources. The qualifications cover all sections of the school paper whether they are published in print or pdf copy.
2. All schools should strictly follow the No School Paper, No Student Contestant Policy. Only one contestant per school is allowed to join in any of the categories both individual and group contest.
3. The registration fee shall cover the costs of the following:
 - conference and contests (supplies & materials, rental of equipment / vehicle, payment of utilities, honoraria and transportation of Regional Technical Working Group (RTWG), judges for individual contests, group contests school publication contests, guest and resource speakers for opening program, and other related expenses)
4. Expenses relative to the Concurrent sessions shall be charged to the National Capital Region Secondary School Paper Advisers Association Inc. (NCR SSPAA) and Regional Association of Elementary School Paper Advisers (RAESPA) funds.
5. Division official delegates to the 2023 Regional Schools Press Conference (RSPC) shall be endorsed by the Schools Division Superintendent. Softcopies shall be sent to magloria.tamayo@deped.gov.ph and arnold.gatus@deped.gov.ph while hard copies shall be received by the records section and shall be submitted to CLMD Office upon payment of registration.
7. The designated validators shall be present during the encoding of results.





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Enclosure No. 2 : **Schedule of Activities**

DATE	TIME	SUPERVISORS-IN-CHARGE	ACTIVITIES	VENUE
April 25, 2023	10:00-12:00	Jennifer Vivas Arnold C. Gatus Ma. Gloria G. Tamayo	Initial Planning Meeting with the Division Coordinators in-charge of journalism	Google Meet
May 3, 2023	1:00 PM-5:00 PM	Jennifer Vivas Arnold C. Gatus Ma. Gloria G. Tamayo	Final Planning Meeting with the Division Coordinators in-charge of journalism	DepEd-NCR Conference Room
May 2023-TBA	8:00 AM - 5:00 PM	Jennifer Vivas Arnold C. Gatus Ma. Gloria G. Tamayo Maricar Agao Roland Montes Marita Aquino Micah Pacheco Charito Villanueva Dennis Mendoza Andrew E. Tan Bernadette Daran James Roldan	Ocular Inspection on the Contest Venue	



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A. May 29-31, 2023 Duration of the submission B. May 29-31, 2023	8:00 AM – 3:00 PM	Kevin Paragas John Michael Maravilla Nancy Mabunga Arnold C. Gatus Ma. Gloria G. Tamayo	a. Submission of memory card (empty SD card with card reader (if needed) reformatting will not be done in the region. b. Submission of division list of winners for individual contest and group contests signed by SDS c. Registration fee will be paid at any Landbank branch with Account Name DepEd-NCR and Account No. 0692-1020-61.	DepEd NCR
Elementary & Secondary May 15-19, 2023	8:00 – 5:00 PM	Arnold C. Gatus Ma. Gloria G. Tamayo	a. Submission of Documents for the Search for Outstanding SPAs and CJs.	New Bldg. 3 rd Floor (CLMD)
May 22-26, 2023	8:00 AM – 5:00 PM	CLMD/ Cashier Unit	b. Registration of RSPC participants (students and coaches)	Payment will be transacted at Land Bank- Congressional Ave Branch Receipts will come from the Cashier Unit- DepEd NCR



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May 25, 2023- Elementary Level	8:00 AM – 12:00 NN	Gloria G. Tamayo Arnold C. Gatus Jesus B. Valencia Randgren Dela Cruz Ramon Belardo Jr. Ayla Urrea Winnie F. Tugade Anthony Augusto Garcia Nikko Natividad	Interview with Outstanding SPAs and CJs Elementary Level	CLMD Room
May 25, 2023- Secondary Level	1:00 PM- 5:00 PM.	Gloria G. Tamayo Arnold C. Gatus Jesus B. Valencia Randgren Dela Cruz Ramon Belardo Jr. Ayla Urrea Winnie F. Tugade Anthony Augusto Garcia Nikko Natividad	Interview with Outstanding SPAs and CJs Secondary Level	CLMD Room
May 29, 2023	8:00 AM – 5:00 PM	Arnold C. Gatus Ma. Gloria G. Tamayo RO (CLMD) EPS SDO Lead Supervisors	Meeting with the Lead Supervisors, Room Proctors and ICT personnel and Final Preparations.	SDO Pasig
May 31, 2023	8:00 AM- 5:00 PM	Arnold C. Gatus Ma. Gloria G. Tamayo	Submission of School Paper (pdf)	Hard copy of transmittal with link per newsletter
June 2, 2023	9:00 AM- 12:00 NN.	CLMD & RSPC 2023 RTWG	5 th Coordination Meeting	Online Google Meet
June 6, 2023 Tuesday	7:00 AM – 5:00 PM	Host Division – SDO Pasig	Opening Program & Contest Proper - Registration - Opening Program	Rizal High School



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		<p>1. Maricar D. Agao-Bangit- RO EPS</p> <p>Nimfa Gabertan <i>EPS- English</i></p> <p>Rodolfo de Jesus <i>EPS-Filipino</i></p> <p>Edwin Doria <i>EPS Filipino</i></p> <p>Rodrigo Morales <i>EPS English</i></p> <p>Manuelito Fuentes- <i>RAESPA Officer</i> Sharon Quinto <i>RAESPA Officer</i></p> <p>2. Andrew E. Tan RO EPS Marco Meduranda, <i>EPS - English</i> Rico Tarectecan, <i>EPS- Filipino</i></p>	<p>- Concurrent Session (c/o NCR-SSPAA & RAESPA)</p> <p>RAESPA Speakers</p> <ul style="list-style-type: none">- Randgen Dela Cruz- Jayson Caraang- Jennie Vie Antonio <p>NCRSSPAA Speakers</p> <ul style="list-style-type: none">- Jesus B. Valencia Jr.- Jonathan B. Mangao- Ernesto L. Espanol <p>- Break</p> <p>- Contest Proper (Individual Contests)</p> <p>1. News Writing/Pagsulat ng Balita</p> <p>2. Editorial Writing / Pagsulat ng Editoryal</p>	
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		<p>Nuelan Magbanua <i>NCRSSPAA Officer</i></p> <p>Celeste Macawile <i>RAESPA Officer</i></p> <p>3. Roland D. Montes RO EPS</p> <p>Ofelia Cruz <i>EPS Filipino</i></p> <p>Marilou Syjueco <i>EPS English</i></p> <p>Meden Fadriquela <i>NCRSSPAA Officer</i></p> <p>Rubelyn Soto <i>RAESPA Officer</i></p> <p>4. Charito Villanueva RO EPS</p> <p>Jennifer Rama <i>EPS Filipino</i></p> <p>Noel Balubal <i>EPS English</i></p> <p>Joemar Furigay- <i>NCRSSPAA Officer</i></p> <p>Celeste Cawile <i>NCRSSPAA Officer</i></p> <p>5. Mr. James Roldan- RO EPS</p> <p>Ramon Belardo Jr. <i>EPS English</i></p>	<p>3. Feature Writing / Pagsulat ng Lathalain</p> <p>4. Copy Reading & Headline Writing/ Pagwawasto at Pag – uulo ng Balita</p> <p>5. Editorial Cartooning / Kartuning</p>	
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		<p>Werlito Batinga <i>EPS Filipino</i></p> <p>Myra R. Jaime <i>NCRSSPAA Officer</i></p> <p>6 Mrs. Micah Pacheco RO EPS</p> <p>Ayla Urrea <i>PSDS</i></p> <p>Rodrigo Morales <i>EPS English</i></p> <p>Mary Ann Wijetunge <i>NCRSSPAA Officer</i></p> <p>Documenters <i>RAESPA and NCR-SSPAA Inc.</i></p> <p>7. Bernadeth Daran – RO, EPS Christian Jay Ilagan <i>EPS English</i> Sheila Molina <i>EPS Filipino</i> Tommy Rico <i>PSDS</i> Vincent Portin <i>RAESPA Officer</i></p>	<p>6. Science & Technology / Pagsusulat ng Pang – Agham at Teknolohiya</p> <p>7. Column Writing/Pagsulat ng Kolum</p>	
June 6, 2023 Tuesday	6:00 AM – 7:30 PM	<p>Ma. Gloria G. Tamayo RO EPS & Arnold C. Gatus, RO EPS ICT Personnel from SDO Pasig Elementary & Secondary</p> <p>Marita D. Aquino RO-EPS</p>	<p>Checking of Laptops per Division for Collaborative and Desktop Publishing Contests</p> <p>8. Sports Coverage and Sports Writing</p>	Rizal High School



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		<p>Romeo S. Egot <i>Principal</i></p> <p>Jesus B. Valencia Jr. <i>NCRSSPAA President</i></p> <p>Ernesto Espanol <i>NCRSSPAA Officer</i></p> <p>Ma. Carmen Solayao <i>EPS- English</i></p> <p>Edwin Doria <i>EPS - Filipino</i></p> <p>Elementary Dennis Mendoza RO EPS</p> <p>Ms. Charito Villanueva RO EPS Eulafel Pascual <i>EPS – Filipino</i> Marnelli Tolentino <i>EPS- English</i> John Michael Serenilla <i>NCRSSPAA Officer</i> Carmen Policarpio <i>RAESPA Officer</i> Tessie Sombillo <i>RAESPA Officer</i> Jayson Caraang <i>RAESPA Officer</i></p> <p>Secondary Rico Tarectecan <i>EPS Filipino</i> Jennifer Rama <i>EPS Filipino</i> Marco Meduranda <i>EPS English</i></p>	<ul style="list-style-type: none">- Registration- Orientation- Sports Coverage- Contest Proper <p>Collaborative & Desktop Publishing Contest</p>	
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		Noel Balubal <i>EPS English</i> 2. Arnold C. Gatus RO- EPS Ma. Gloria G. Tamayo RO-EPS	
		Macario Pelecia <i>EPS Filipino</i> Annabelle Nava <i>EPS English</i> Monalisa Adriano <i>NCRSSPAA Officer</i>	2. Online Publishing Contest <ul style="list-style-type: none"> - Registration - Orientation/Mini Press Conference - Contest Proper - Submission of Output to the Judges
June 6, 2023 Tuesday		Elementary & Secondary James Roldan RO-EPS Imelda Boquiren <i>EPS English</i> Rowela Cadayona <i>EPS Filipino</i> Lourdes Dejillas <i>NCRSSPAA Officer</i> Mar Pardinez <i>RAESPA Officer</i> Jomar Pascual <i>RAESPA Officer</i>	Photojournalism <ul style="list-style-type: none"> - Registration - Contest Proper
June 7, 2023 Wednesday		Ma. Gloria G. Tamayo RO EPS Marita D. Aquino RO EPS Elementary Gizelle Laud <i>EPS English</i>	Radio Script Writing & Broadcasting Contest <ul style="list-style-type: none"> - Registration - Script Writing - Judging of Script /Rehearsals (Preparation)



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		Maria Fe Balaba <i>Filipino</i> Edwin Doria <i>EPS Filipino</i> Mark Jayson Valencia <i>EPS English</i> Erma Guerrero <i>EPS Filipino</i> Secondary Janet Cajuguiran <i>EPS English</i> Galcoso Alburo <i>EPS Filipino</i> Roniko C. Natividad- <i>EPS English</i> Celia Singcol <i>EPS English</i> Anthony Augusto Garcia <i>PSDS</i>	- LUNCH BREAK - Presentation Proper	
June 7, 2023 Wednesday		Arnold C. Gatus RO EPS Roland D. Montes RO EPS Winnie Tugade <i>EPS English</i> Christian Jay Ilagan <i>EPS English</i>	TV Script Writing & Broadcasting Contest - Registration - Script Writing - Judging of Script /Rehearsals (Preparation) - LUNCH BREAK - Presentation Proper	Rizal High School



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June 16, 2023 Friday	Nimfa Gabertan <i>EPS English</i> Ella Capulong <i>NCRSSPAA Officer</i> John Alber Colle <i>EPS Filipino</i> Ma. Teresita Aguilar- <i>Officer NCR SSPAA</i> Myra R. Jaime <i>NCRSSPAA Officer</i>	CLMD CES, EPSs TWG	Closing and Awarding	Rizal High School Gymnasium
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Enclosure No. 3: **General Guidelines/Contest Mechanics for Selection of Winners in the different Individual Writing Contest**

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 2022-2023, can participate.

Only the first-place winners are allowed to compete in their respective contest categories

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 grounds for disqualification of their contestants.
3. The top five (3) 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 RTWG 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.



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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 article.

3. Copy reading 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 RTWG 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

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 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.

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.

4) The contestant should bring his/her camera cable for uploading and saving pictures.

5) Cellular phones, extra digital cameras, extra storage cards, or any

Additional materials/equipment are not allowed in the contest area.

6) Contestants shall bring their black ink ballpens while the NTWG will provide scratch papers where contestants can write down notes During the shooting.





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b. Provision for Memory Card

- 1) The contestants shall load the empty storage card in front of the

Examiner on the contest day.

c. Photo Shoot, Uploading, and Captioning

- 1) The loading and unloading of the storage card will be done in front of the examiner.
- 2) The control shot shall be the first shot.
- 3) Contestants are given one (1) hour to take pictures.
- 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.
- 5) Write the file name of each photo in the caption sheet.
- 6) Caption sheets will be provided by the RTWG.
- 7) Contestants will be given 30 minutes to write captions for each of the five (5) photos.
- 8) Throughout the duration of the competition, the advisers, trainers, and parents are NOT allowed in the venue.



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Enclosure No. 4: **Guidelines for the Collaborative & Desktop Publishing Contest**

1. Each division shall organize a team of five (5) members for English and Filipino both in elementary and secondary levels who shall not be competing in any of the individual writing categories.

2. Contestants shall wear white shirts with identification cards.

3. All contestants are required to attend the 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 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 one (1) hour for data gathering and five (5) hours for writing, layout, and editing.

8. Each team is allowed to bring only 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 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 bond paper.

9. Laptops to be submitted to the RTWG shall be labeled with the following format:

Category-Medium-Level Division

Name, School, Divisione.g., Collaborative Desktop Publishing - English - Secondary - Region X Angelina Villanueva, Bukidnon National High School, Bukidnon

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

10. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on June 6, 2023 to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on the day prior to actual contest shall mean disqualification of the competing team.

11. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.

12. 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, division, or region can be found on their



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output as if 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 three (3) 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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Enclosure No. 5: **Guidelines for the Online Publishing Contest**

1. Each division 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) 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 wifi's (preferably with two different networks) or one (1) wireless router; and





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- extension cord.

10. Laptops to be submitted to the RTWG shall be labeled with the following format:

Category	Medium-Level	Region
Name,	School,	Division
e.g.,		

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

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 RTW on June 6, 2023 to check for any other applications and pre-written documents or references. Failure to submit the laptops on the aforesaid date shall mean disqualification of the competing team.

12. Each group shall email their URL to the assigned examiner.

13. The top three (3) 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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Enclosure No. 6: **Guidelines for the Radio Scriptwriting & Broadcasting Contest**

A. General Guidelines

1. Each division shall organize a team of five (5) members for English and Filipino in elementary level and secondary level who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear white shirt with their valid school IDs.
3. An orientation shall be conducted for all the contestants. The directors will draw lots to determine the order of presentation.
4. The awards for this category are the following:

Individual Awards	Group Awards
1. Best Anchor	1. Best in Technical Application
2. Best News Presenter	2. Best Infomercial
	3. 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 is final and irrevocable.
7. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

B. Scriptwriting

1. Each team may use up to three (3) official laptops that are cleared of stored documents, and an inkjet printer in preparing and printing of the script. All laptops should be submitted to the contest committee for inspection on June 7, 2023 6:00 AM. onwards. Each team is required to bring their own extension wires and other equipment for rehearsal.

Note: Technical/ Music/ Background/ Anchor/ 3 presenter

2. The team will be given 2 hours to prepare a script for a 5-minute radio broadcast. It Includes one (1) infomercial and four (4) news articles.



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The informercial may depict health, environment, politics, and social issues. It shall have a maximum length of (1) minute and shall use the language that the group is competing in.

The news articles 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 (2) hours, each team should submit four (4) copies of the scripts. 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 own use.

3. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the proctor shall accompany them to the rest rooms.
4. The scripts 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 respective roles (i.e., anchor, news presenter, etc.).
5. Scripts should be:
 - encoded using Arial font size 12
 - with directional instructions in capital letters
 - double-spaced with normal margin (1 inch in 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 examiner/s shall be allowed inside.
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. Expect for the volume meter, contestants/technical director shall not be allowed to change, adjust, and manipulate the main control board during their presentation.





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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 eight (8) minutes: two (2) minutes for preparation, five (5) minutes for the actual broadcast, and one (1) minute for 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 time keeper.
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 the 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. 7: **Guidelines for the TV Scriptwriting & Broadcasting Contest**

1. Each division 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 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 give 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 (point and shoot only) 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 wifi's (preferably with two different networks) or one (1) wireless router, and extension cord.
10. Laptops to be submitted to the RTWG shall be labeled with following format:

Category-Medium-Level Region
Name, School, Division



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e.g.,

Online Publishing-English-Secondary-Region X Angelina Villanueva, Bukidnon National High School, Bukidnon 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 RTWG on June 7, 2023 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 three (3) 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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Enclosure No. 8: **Guidelines for the Selection of the Outstanding School Paper Advisers and Campus Journalists**

General Guidelines:

A. The RO committee shall conduct the selection of an Outstanding Campus Journalist and School Paper Adviser for both elementary and secondary levels from among the 16 Outstanding Campus Journalists and 16 School Paper Advisers in the National Capital Region duly endorsed by the School Division Superintendent

B. Selection of Committee:

1. The selection of Committee shall be composed of the following:

Chairperson: Education Program Supervisor (RO)

Vice-Chairperson: Education Program Supervisor (RO)

Members:

Four (4) Officers from the Assoc. of SPAs

Three (3) EPS/PSDS/Principal-in-Charge in Journalism from SDOs

- a. The Chairman and Vice-Chairman of the selection Committee are duly designated by the Regional Director
- b. The respective associations shall nominate 2 officers from each association to become part of the selection Committee.
- c. The Chairman and Vice-Chairman shall nominate members from among the group of EPS, PSDS, and Principal-in-Charge in Journalism who will become part of the selection committee and only those who are present during the meeting.
- d. The candidates in the Search for the Most Outstanding SPA must have been a school paper adviser for at least five (5) consecutive school years.
- e. The candidates in the Search for the Most Outstanding Campus Journalist must be in academic standing and must have been involved actively in campus journalism for at least two (2) school years immediately prior to the search.
- f. In the event at the campus journalist is a transferred in, a certification of his active involvement in campus journalism from the school paper adviser and attested by the school head of the former school shall be attached and shall be part of the documents to be submitted.



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- g. The candidates shall be ranked based on the total points garnered. The top three (3) winners shall be declared based on the following order;

- 1st Place - Most Outstanding School Paper Adviser/Campus Journalist
2nd Place – First Runner-Up
3rd Place – Second Runner-Up

- h. Each Schools Division Office representative in the search shall be recognized; hence, each shall be awarded with Certificate of Appreciation during RSPC closing/awarding program.

- i. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall be evaluated using the following indicators with the corresponding weight/point:

Indicators for School Paper Advisers	%
1. Performance Rating	5
2. Achievement in Journalism	55
3. Leadership related to Journalism	15
4. Extension services related to Journalism	10
5. Published reading materials/articles related to Journalism	5
6. Scholarship/Awards related to Journalism	5
7. Panel Interview	5
Total	100

- j. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall be evaluated using the following indicators with the **corresponding** weight/point:

Indicators for Campus Journalist	%
1. Academic Standing	15
2. Achievement in Journalism	50
3. Leadership related to Journalism	20
4. Extension services related to Journalism	10
5. Panel Interview	5
Total	100

- k. The candidates in the search for Most Outstanding School Adviser (SPA) must have a **performance rating (5%)** not lower than Very Satisfactory (VS) for the past five (5) consecutive school years. The following shall serve as basis for the evaluation of performance:





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Descriptive Rating 5 pts

Outstanding 5 pts SY _____
Very Satisfactory 3 pts SY _____
 SY _____
 Ave. _____

Descriptive Rating

4.5-5 = 5 pts. (O)
3.5-4.49 = 4 pts (VS)

- l. The rating of each candidate for the past three (3) consecutive school years shall be added and shall be divided by 3 (SYs) to get the average rating. Then multiply it by the allotted percentage (5%).
- m. The selection committee shall refer to the boxed portion for the Descriptive Rating.
- n. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **meritorious achievement (55%)** in Journalism contests for the past three (3) consecutive school years prior to the search.
- o. Achievements in the Journalism Contest as school paper adviser are those awards received by the publication/s of the nominee from a government and private organization such as Mass Media Awards, Smart Communications, Press Awards, SciJourn Awards/comics and editorial cartooning and photography contests (local, national, international), TF Valencia Awards and other journalism-related contests/awards.
- p. All contest must be sanctioned by the Department of Education and other reputable institutions.
- q. Certification of the School Head in respect of the SPA's meritorious accomplishments shall be part of the pertinent documents to be submitted.
- r. Certification from the office of the Schools Division Superintendent in respect of the SPA's meritorious accomplishments shall be transmitted to DepEd NCR upon the certification of the School Head.
- s. **ALL** submitted documents shall be evaluated using the following bases:
 1. Individual Contests – (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7



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Division	7	6	5	4	3	2	1
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2. Group Contests – (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.1 Radio broadcasting and Scriptwriting – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.2 Collaborative and Desktop Publishing (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.3 TV Broadcasting and News writing (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.4 Special Awards – Radio Broadcasting – (5pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.4.1 Special Awards – Radio Broadcasting – Group Category (5 pts)



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Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.5 Special Awards – TV Broadcasting – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.5.1 Special – TV Broadcasting – Group Category – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.6 Special Awards – Collaborative and Desktop Publishing – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.6.1 Special Awards – Collaborative and Desktop Publishing – Group Category – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

t. All documents shall be evaluated using the corresponding points. Points then shall be added, and shall be divided according to the number of evaluated documents to get the average rating, then multiply it by the allotted percentage (55%).





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u. The candidates in the search for the Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **leadership related to Journalism (15%)** In Journalism contest for the past three (3) consecutive school years prior to the search.

v. A SPA shall earn points for every position held at every level. An additional 2 points will be given for every position held every school year. Officership of the nominee can be gleaned from a recognized DedEd and Non-DepEd journalism and Media Organizations.

w. **ALL** submitted documents shall be evaluated using the following bases:

Position	National	Regional	Division
President	7.5	5.5	3.5
Vice President	5.5	3.5	1.5
Sec./Treas./Other Positions	3.5	1.5	.5

Position	National	Regional	Division
Editor-in-Chief	7.5	5.5	3.5
Assoc Publication Editor	5.5	3.5	1.5
Section Editor/Writer/Contributor	3.5	1.5	.5

x. Each candidate in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **extension service / contribution to Journalism (10%)** in Journalism contests for the past three (3) consecutive school years prior to the search.

y. **ALL** submitted documents shall be evaluated using the following basis:

Services/Contributions	National	Regional	Division
Organizer/Proponent	10	8	6
Trainer/Resource Speaker	8	6	4
Committee Chairperson	6	4	2
Committee Membership/ TWG	4	2	1

z. Journalism-related extension services and contribution of the nominee can be gleaned from a recognized DedEd and Non-DepEd Journalism and Mass Media Organizations.

aa. Each candidate in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **published reading materials and articles** to Journalism (5pts)/

A. **ALL** submitted documents shall be evaluated using the following bases:



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- Journalism Books (as author) ----- 5 pts
(as co-author) ----- 4 pts
- Manuals/Modules ----- 3 pts
- Written Articles in Newsletters of RSSPAA/NSSPAA/Daily Newspapers/Magazines/Publications (Print/Online/Digital)

International ---- 2.75
National ----- 2.50
Regional ----- 2.25
Division ----- 2.0

B. Each candidate in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **scholarships/awards related** to Journalism (5 pts).

C. These are the scholarships/ awards received by the nominee from a government and private organizations such as Carlos Palanca Awards and / or photo contests (local, national, international).

D. Panel Interview ----- 5 pts

E. Non-appearance of the candidates in the panel interview is a ground for disqualification in the search. All documents/claims should be backed up by documents/certifications duly signed by the concerned authorities.

For Campus Journalist

A. Academic Standing – 15%

The candidates in the search for Most Outstanding Campus Journalist must have a Grade Point Average (GPA) not lower than 80 for the past two (2) consecutive school years.

B. GPA for the past two consecutive years shall be evaluated using the following basis.

Descriptive Rating 15 pts



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98-100 -----	15pts	SY _____
95-97 -----	13pts	SY _____
92-94 -----	11pts	Ave _____
89-90 -----	9pts	
86-88 -----	7pts	
83-85 -----	5pts	
80-84 -----	3pts	

C. The rating of each candidate for the past two (2) consecutive school years shall be added, and shall be divided by 2 (SYs) to get the average rating, then multiply it by the allotted percentage (15%).

D. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her meritorious achievement (50%) in Journalism contests for the past two (2) consecutive school years prior to the research.

E. Achievements in Journalism contest are those awards received by the CJs and publications/s of the nominee from a government and private organization such as Mass Media Awards, Smart Communications, Press Awards, SciJourn Awards/ comics and editorial cartooning and photography contests (local, national, international), TF Valencia Awards and other journalism-related contests/awards.

F. All contests must be sanctioned by the Department Education and other reputable institutions.

G. Certification from the office of the Schools Division Superintendent in respect of the CJ's meritorious accomplishments shall be part of the pertinent documents to be submitted.

H. Certification from the office of the Schools Division Superintendent in respect of the CJ's meritorious accomplishments shall be transmitted to DepEd NCR upon the certification of the School Head.

I. All submitted documents shall be evaluated using the following base:

- **Junior/Senior High School Level**

1. Individual Contests – (20 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14





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

2. Radio broadcasting and Scriptwriting – (10 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

3. Collaborative and Desktop Publishing – (10 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

4. TV Broadcasting and News writing (10 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

• **Elementary Level**

1. Individual Contests – (20pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2. Radio Broadcasting and Scriptwriting – (20 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1





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3. Collaborative and Desktop Publishing / Online Publishing Contest – (10 pts)

Rank	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

J. ALL documents shall be evaluated using the corresponding points. Points then shall be added. And shall be divided according to the number of evaluated documents to get the average rating. Then multiply it by the allotted percentage (50%).

K. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall submit pertinent documents in respect to his/her **leadership related to Journalism (20%)** for the past two (2) consecutive school years prior to the search.

L. A CJ shall earn points for every position held at every level. An additional 2 points will be given for every position held every school year. Officership of the nominee can be gleaned from a recognized DepEd and Non-DepEd journalism and Media Organization.

M. All submitted documents of shall be evaluated using the following bases:

Position	National	Regional	Division
President	10	8	6
Vice President	8	6	4
Sec./Treas./Other Positions	6	4	2

Position	National	Regional	Division
Editor-in-Chief	10	8	6
Assoc Publication Editor	8	6	4
Section Editor/Writer/Contributor	6	4	2





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N. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall submit pertinent documents in respect to his/her **extension service / contribution to Journalism (10%)** for the past two (2) consecutive school years prior to the search.

O. All submitted documents shall be evaluated using the following basis:

Services/Contributions	National	Regional	Division
Organizer/Proponent	10	8	6
Trainer/Resources Speaker	8	6	4
Committee Chairperson	6	4	2
Committee Membership/ TWG	4	2	1

P. Journalism-related extension services and contribution of the nominee can be gleaned from a recognized DepEd and Non-DepEd Journalism and Mass Media Organizations.

Q. ALL documents shall be evaluated using the corresponding points. Points then shall be added, and shall be divided according to the number of evaluated documents to get the average rating, then multiply it by the allotted percentage (10%).

R. Panel Interview – (5%)

S. **Non-appearance** of the candidate in the panel interview is a **ground for disqualification** in the search. All documents/claims should be packed up by documents/certifications duly sign by the concerned authorities.





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Enclosure No. 9: **Guidelines for the School Publication Group Contest**

15. Each division 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.
16. Contestants may wear their school uniforms or plain white shirts with their identification cards.
17. All contestants are required to attend the one-hour orientation before the competition.
18. 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.
19. 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.
20. 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.
21. 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.
22. Specific instructions on the number of articles to be produced will give during the orientation.
23. 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 (point and shoot only) 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 wifi's (preferably with two different networks) or one (1) wireless router, and extension cord.
24. Laptops to be submitted to the RTWG shall be labeled with following format:

Category-Medium-Level Region
Name, School, Division
e.g.,



Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>



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Online Publishing-English-Secondary-Region X Angelina Villanueva, Bukidnon National High School, Bukidnon Labels shall be in a whole bond paper pasted on or attached to the laptop bag.

25. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on June 6, 2023 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.
26. Each group shall email their URL. to the assigned examiner.
27. The top three (3) 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.)
28. The decision of the Board of Judges is final and irrevocable.



Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>

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