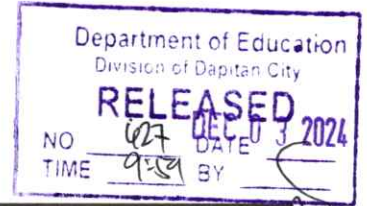




Republic of the Philippines  
**Department of Education**  
 REGION IX, ZAMBOANGA PENINSULA  
 SCHOOLS DIVISION OF DAPITAN CITY



**Office of the Schools Division Superintendent**

December 3, 2024

**DIVISION MEMORANDUM**

No. 627 s. 2024

**2025 DIVISION SCHOOLS PRESS CONFERENCE (DSPC)**

To: Public Schools District Supervisors  
 Heads, Public and Private Elementary and Secondary Schools  
 All Others Concerned  
 This Division

1. Pursuant to Republic Act (RA) No. 7079, also known as the **Campus Journalism Act of 1991**, released through DepEd Order No. 94, s. 1992, which stipulates the holding of the annual national elementary, secondary, or tertiary Schools Press Conference, the Department of Education (DepEd) Division of Dapitan City, through the Curriculum Implementation Division (CID) announces the conduct of the **2025 Division Schools Press Conference (DSPC)** with the theme: **“Talino at Sining ng Pamamahayag: Lakas ng Kabataan para sa Makatarungan at Makabuluhang Pagbabago.”**

2. The DSPC will be conducted on **January 9-10, 2025** at Dapitan City Experimental Elementary School, Sta. Cruz, Dapitan City.

3. The Conference aims to:

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

4. For the impartial and unbiased selection of contestants to participate in the DSPC, the District Schools Press Conference (DisSPC) or clustered district SPCs must be conducted. A comprehensive DisSPC report including list of winners and judges in all categories (individual, group, school publication, outstanding SPA and CJ) must be submitted to the Division Journalism Coordinator (English/Filipino) on or before **January 7, 2025**.

6. The participants/qualifiers eligible for the DSPC are the following:

**Table 1.** DSPC Participants/Qualifiers

<b>Individual Categories</b>	Top 3 division winners per medium, per level
<b>Group Categories</b>	1 team per medium



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	(Composed of 7 members each team except for Online Publication with 5 members in a team)
<b>School Publication Category</b>	Top 10 district winners per section, per medium, per level

7. All Districts should ensure that schools participating in the DisSPC and DSPC have school publications in at least **12-page PDF or digital format** which shall have the following sections: news, editorial, feature, science and technology, and sports. NO campus journalist shall be accepted for the competition without the **COMPLETE** sections of the paper. The school publications shall be from the School Year 2024-2025. Previous publications in print and PDF shall **NOT** be eligible as tickets to the competitions.

8. All stand-alone Senior High Schools shall compete separately across categories. Integrated schools may join in two levels for both the elementary and secondary. These integrated schools must have equitable distribution of writers found in the publication to serve as passport for the competition. However, should an integrated school opt to participate in the publication-based competition, the school must comply with the qualifications of the chosen level. Combi-schools or schools with Junior and Senior High Schools shall compose one team only.

9. The 2025 DSPC activities shall include the following:

- a. **Individual Contest (English and Filipino, elementary and secondary)**
  - i. News Writing
  - ii. Features Writing
  - iii. Editorial Writing
  - iv. Sports Writing
  - v. Copyreading and Headline Writing
  - vi. Science and Technology Writing
  - vii. Photojournalism
  - viii. Editorial Cartooning
  - ix. Column Writing
- b. **Group Contest**
  - i. Radio Script Writing and Broadcasting (English and Filipino, elementary & secondary)
  - ii. Collaborative Desktop Publishing (English and Filipino, elementary and secondary)
  - iii. Online Publishing (English and Filipino, secondary only)
  - iv. TV Script Writing and Broadcasting (English and Filipino, secondary only)
- c. **School Publication Contest (English and Filipino, elementary and secondary, in Portable Document Format)**
  - i. News Section
  - ii. Features Section
  - iii. Editorial Section





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- iv. Science and Technology Section
  - v. Sports Section
  - vi. Layout and Page Design
- d. **Awarding of Outstanding School Paper Advisers (SPAs) and Campus Journalists (CJs)**

10. Recognizing and respecting Intellectual Property Rights, the Department adheres to the rules 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 sections of the school paper. All winning school papers in the DisSPC shall attach their respective Turnitin Results for the DSPC.

11. Any form of plagiarism in all competitions as proven by the board of judges shall be grounds for disqualification.

12. The decision of the Board of Judges is **FINAL** and **IRREVOCABLE**.

13. Below is the list of enclosures on the guidelines of individual, group, and school paper contests:

**Table 2.** Summary of Contest Guidelines

Enclosure Number	Content
<b>Guidelines for the Individual Contests</b>	
3	General Guidelines for the Selection of Winners in the Different Individual Writing Contests
3a	Score Sheet for News Writing
3b	Score Sheet for Feature Writing
3c	Score Sheet for Editorial Writing
3d	Score Sheet for Sports Writing
3e	Score Sheet for Copyreading and Headline Writing
3f	Score Sheet for Science and Technology Writing
3g	Score Sheet for Photojournalism
3h	Score Sheet for Editorial Cartooning
3i	Score Sheet for Column Writing
<b>Guidelines for the Group Contests</b>	



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4	Radio Scriptwriting and Broadcasting
4a	Score Sheet for Radio Script Writing and Broadcasting
5	Collaborative Desktop Publishing
5a	Score Sheet for Collaborative Desktop Publishing
6	Online Publishing
6a	Score Sheet for Online Publishing
7	TV Script Writing and Broadcasting
7a	Score Sheet for TV Script Writing and Broadcasting
<b>Guidelines for the School Paper Contests (in Portable Digital Format)</b>	
8	General Guidelines for School Paper Contests (in PDF)  Guidelines for the Selection of the Best Sections and Layout and Page Design Categories for the School Paper Contest
8a	Score Sheet for the News Section
8b	Score Sheet for the Features Section
8c	Score Sheet for the Editorial Section
8d	Score Sheet for the Science and Technology Section
8e	Score Sheet for the Sports Section
8f	Score Sheet for Layout and Page Design Category
9	How to Compute for the Overall Scores
10	Major Activities for the 2024 National Schools Press Conference

14. A campus journalist can participate in only one event, either individual or group category.

15. The top five winners in all individual categories and top three winners for group category, top 10 for school paper shall be recognized.

18. All participants in the individual categories shall wear their respective school uniforms during the contest proper, while collaborative desktop publishing, online publishing, and radio scriptwriting and broadcasting shall wear white shirts. Meanwhile, TV Broadcasting participants shall wear their appropriate attire.



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19. Each district is expected to submit the required documents using the format provided in the following enclosures:

**Table 3.** Important documents for submission

Enclosure Number	Document Name	Submitted to	Deadline and Important Reminders
1	<p><b>District winners/entries for the School Paper Contests</b> in portable document format (PDF) duly endorsed by the Public Schools District Supervisors (PSDS)</p>	<p>DepEd Dapitan City addressed to CID</p>	<ul style="list-style-type: none"> <li>District entries should be sent to: The link prepared on or before <b>January 7, 2025.</b></li> </ul> <p>The DTWG will provide the link where to upload the publications.</p> <p>Follow this procedure:</p> <ol style="list-style-type: none"> <li>Follow the file name format: <b>Name of School Pub_School</b> e.g. <b>School Pub Name-News-Eng-Elem</b></li> </ol> <ul style="list-style-type: none"> <li><b>Late entries shall not be accepted.</b></li> </ul>
1 and 2	<ul style="list-style-type: none"> <li>Complete Official List of Official Participants and their Coaches</li> </ul>	<p>DO addressed to:</p> <p><b>FELIX ROMY A. TRIAMBULO, CESO V</b></p> <p>SDS</p> <p>Attention:</p> <p><b>DR. VICENTE JOSE V. SUAREZ II, EMD</b></p> <p>Chief, CID</p>	<p style="text-align: center;"><b>January 7, 2025</b></p> <ul style="list-style-type: none"> <li>The official list shall be signed by the PSDS (in both word file and printed)</li> <li>Portfolios of the nominees for Campus Journalists and School Paper Advisers (print)</li> <li>If there are last-minute changes in the list of contestants, a justification/certification duly signed by the Head of Delegation shall be submitted to the chair of the DTWG prior to the DSPC.</li> </ul>



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20. Learners of the elementary (Grades 4-6) and secondary levels (both junior and senior high schools) are eligible to join the contests.
21. DisSPC that will request clarifications for the participants are advised to coordinate with the following contact persons from Division Office:
  - Ma. Perga A. Cadiente** – Education Program Supervisor – English  
Email address: [maperga.cadiente@deped.gov.ph](mailto:maperga.cadiente@deped.gov.ph)  
Mobile Number: 0939-916-1343
  - Lindo O. Adasa, Jr.** – Education Program Supervisor – Filipino  
Email address: [lindo.ga\\adasa@deped.gov.ph](mailto:lindo.ga\\adasa@deped.gov.ph)  
Mobile Number: 09218365383
22. All school paper advisers and TWG members shall be granted with maximum of two-day service credits and/or Compensatory Time-Off (CTO) in lieu of the workshop days that will fall on weekends for the completion of their respective school publications in accordance with DepEd Order No. 53, s. 2023, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees, respectively.
23. The host school for the 2025 DSPC shall adopt modular instruction to their respective classes. Teachers shall report and take charge in the decoration and accommodation of the DSPC participants.
24. The participants, school publication advisers, coaches, and officials' traveling, board, and lodging, and incidental expenses shall be charged against school/division MOOE and/or local funds, subject to the usual accounting, budgeting, and auditing rules and regulations.
25. Important activities are indicated in Enclosure No. 10.
26. For the information, guidance, and compliance of all concerned.

  
**FELIX ROMY A. TRIAMBULO, CESO V**  
Schools Division Superintendent 



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Enclosure No.1 to Division Memo No. \_\_\_\_\_, s. 2025

**LIST OF STUDENT-CONTESTANTS AND  
 DISTRICT SCHOOL PAPER ENTRIES**

A. List of Ten District Entries for School Paper per Section/Category

Division: \_\_\_\_\_ Section/Category: \_\_\_\_\_  
 Level: \_\_\_\_\_ Medium: \_\_\_\_\_

	School Paper	School Paper Adviser/s	School	Division	School Head
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

(\*Provide another sheet for each category/section, medium, and level)

B. List of Contestants for the Individual Categories

Elementary Level

District: \_\_\_\_\_ Category: \_\_\_\_\_ Medium: \_\_\_\_\_

	Complete Name of Student (First Name MI Last Name)	Gender	Coach	School	Division	School Paper
1						
2						
3						

Secondary Level

District: \_\_\_\_\_ Category: \_\_\_\_\_ Medium: \_\_\_\_\_

	Complete Name of Student (First Name MI Last Name)	Gender	Coach	School	District	School Paper
1						
2						
3						



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**C. List of Contestants for the Radio Script Writing and Broadcasting**

Elementary Level

Medium: \_\_\_\_\_

	Complete Name of Student	Gender	Role/ Assigned Task (indicate additional roles where applicable)	School	District	Team Coach	School Paper
1							
2							
3							
4							
5							
6							
7							

Secondary Level

Medium: \_\_\_\_\_

	Complete Name of Student	Gender	Role/ Assigned Task (indicate additional roles where applicable)	School	District	Team Coach	School Paper
1							
2							
3							
4							
5							
6							
7							

**D. List of Contestants for the Collaborative Desktop Publishing**

Elementary Level

Medium: \_\_\_\_\_

	Complete Name of Student	Gender	Role/ Assigned Task (indicate additional)	School	District	Team Coach	School Paper







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			roles where applicable)				
1							
2							
3							
4							
5							
6							
7							

Secondary Level

Medium: \_\_\_\_\_

	Complete Name of Student	Gender	Role/ Assigned Task (indicate additional roles where applicable)	School	District	Team Coach	School Paper
1							
2							
3							
4							
5							
6							
7							

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

Medium: \_\_\_\_\_

	Complete Name of Student	Gender	Role/ Assigned Task	School	District	Team Coach	School Paper
1							
2							
3							
4							
5							

F. List of Contestants for the TV Script Writing and Broadcasting (Secondary)

Medium: \_\_\_\_\_

	Complete Name of Student	Role/ Assigned Task	School	Team Coach



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	Gender	(indicate the contestants who have multiple roles)	District	School Paper
1				
2				
3				
4				
5				
6				
7				

G. List of Other Official Delegates from the District Offices

	Name	Gender	Office
District in-c	1. 2.		
District in-Charge			
District Association of Campus Publication Advisers President			
Other Officers	1. 2. 3.		
Other Division Personnel	1. 2. 3.		

\_\_\_\_\_  
 Head, Division Delegation Team  
 Signature over Printed Name



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Enclosure No.3 to Division Memo No. \_\_\_\_\_, s. 2025

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

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 paper (print, digital / electronic publication), either in English or in Filipino for the school year 2024-2025 can participate.

Only the Top 3 winners are allowed to compete in their respective contest categories.

The following guidelines will be strictly implemented:

**A. General:**

1. All the individual categories will undergo the Two Rounds of Selection Process. The first round of competition will include all the school qualifiers of each category, medium, and level. The second round of competition will only compose of Top 5 who will be given the final topic to determine the Top 3 winners.
2. If participants have questions or need assistance, they should raise their concerns with the assigned proctor and/or examiner. If the concern remains unresolved, it shall be escalated to the DSPC Focal Persons.
3. School paper advisers, teachers, principals, parents, or guardians are not allowed to be in the contest venue.
4. The top five winners per medium shall be recognized and shall receive certificate of recognition and medals.
5. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
6. 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 in writing the article.
2. Sports Writing:
  - a. The DTWG shall orient and provide instructions to the contestants before the contest proper.
  - b. A pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials.
  - c. An actual game shall be covered by the contestants.
  - d. A post-game conference shall be held to interview officials and athletes after the game.
  - e. The contestants shall proceed to the designated contest room for the writing of the sports article.
3. Copyreading and Headline Writing
  - a. The contestants shall bring their own pencil for the contest.
  - b. The contestants shall follow directions given in the contest piece.
  - c. The contestants shall provide a headline for the article.





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4. Editorial Cartooning:

- a. The contestants shall bring their own Mongol pencil no. 2 while the RTWG shall provide the oslo papers for the contest.
- b. They shall bring their folder to be used as
- c. The cartoon must be anchored on the given topic or issue.
- d. 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) Contestants are allowed to use point-and-shoot, compact cameras or fixed lens **DSLR cameras with the standard lens of 18-55m, f/35-5-6 ONLY**. Those who will use other cameras with long lenses or do not follow the given specifications will not be permitted to join the contest.
- 3) The contestants shall submit empty memory card and camera (internal memory) to be checked by the examiner/s a day before the opening program.
- 4) The contestant should bring his/her own camera cable for uploading and 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 ballpen while the RTWG will provide scratch papers where contestants can write down notes during the shooting.

b. Photo Shoot, Uploading, and Captioning

- 1) The loading and unloading of the storage card will be done in front of the examiner.
- 2) 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 the control shot and the **five (5) photos** with caption related to the given theme. The submitted photos of each contestant shall be saved in one folder (file naming convention of the folder: CODE NUMBER\_2025DSPC).
- 5) Contestants shall write the file name of each photo in the caption sheet.
- 6) Caption sheets will be provided by the DTWG.
- 7) Contestants shall be given 30 minutes to provide a caption for each of the five photos.
- 8) The advisers, trainers, and parents are NOT allowed in the contest venue throughout the duration of the competition.





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Enclosure No.3a to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR NEWS WRITING**

<b>Form and Style (40%)</b>	<b>Score</b>
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	
Observes gender fair language.	
<b>Content (50%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>TOTAL (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
 (Signature over Printed Name)



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Enclosure No. 3b to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR FEATURE WRITING**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
Observes gender fair language.	
<b>Content (60%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>TOTAL (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
 (Signature over Printed Name)



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Enclosure No. 3c to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR EDITORIAL WRITING**

<b>Form and Style (40%)</b>	
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	
Observes gender fair language.	
<b>Content (50%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
 (Signature over Printed Name)



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Enclosure No. 3d to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR SPORTS WRITING**

<b>Form and Style (40%)</b>	<b>Score</b>
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	
Observes gender fair language.	
<b>Content (50%)</b>	
Presents a clear picture of the events in the game.	
Utilizes an appropriate sports news reporting style	
Uses interviews, statistics, references and research	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge  
(Signature over Printed Name)



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Enclosure No. 3e to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR COPYREADING AND HEADLINE WRITING**

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

\_\_\_\_\_  
Evaluator/Judge  
(Signature over Printed Name)



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Enclosure No. 3f to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING**

<b>Form and Style (40%)</b>	<b>Score</b>
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	
Observes gender fair language.	
<b>Content (50%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 3g to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR PHOTOJOURNALISM**

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

Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 3h to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR EDITORIAL CARTOONING**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
<b>Content (60%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge

(Signature over Printed Name)



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Enclosure No.3i to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR COLUMN WRITING**

<b>Form and Style (30%)</b>	
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	
Observes gender fair language.	
<b>Content (50%)</b>	
Presents and explains a solid and clear stance	
Presents the different angles and examines both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents reviews, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance.	
Clarifies certain points of fact or argument that may cause confusion or complication.	
<b>Ethics (20%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 4 to Division Memo No. \_\_\_\_\_, s. 2025

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

**A. General Guidelines**

1. Each region shall organize a team of seven (7) 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 ID/RSPC IDs.
3. An orientation shall be conducted for all the contestants. Any representative from each group will draw lots to determine the order of presentation during the contest proper.
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. Contestants are not allowed to have mobile phones, smart gadgets, reference materials, or any extra sheets of paper in the contest area.
7. **The team must present a Certification signed by the Journalism Focal in the district that the laptops have been checked, cleaned, and are ready for inspection.**
8. The official Program Name will be **Zampen Radyo Balita** for Filipino, while **Vinta News** for English.
9. Any violation of the stipulated guidelines will be grounds for disqualification of the team.
10. The decision of the Board of Judges is final and irrevocable.

**B. Scriptwriting**

1. Each team may use up to four official laptops and 1 flash drive cleared of stored documents, and one printer in preparing and printing of the script. All laptops must be submitted to the contest committee for inspection on January 9, 2024 from 10:00AM to 5:00PM. Each team must also bring their own extension cords and other equipment for rehearsal.
2. The team will have two hours to write a script for a five-minute radio broadcast, which will include one infomercial and four news articles. (The examiners/judges will give a number of news articles or reference materials and the team shall use them as references for their scriptwriting. Each team shall have the discretion to determine the number of news articles they will present.





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The infomercial may cover topics such as health, environment, politics, social issues, and other relevant subjects (to be determined by the judges). It should not exceed one minute in length and must be in the same medium the group is competing in.

The news articles may be based on press releases, raw data, or any other sources handed by the examiner/s. The news articles should be based on the sources/materials provided by the judges.

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) 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 restrooms.
4. 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 respective roles (i.e., anchor, news presenter, etc.).
5. The board of judges shall provide the uniform name of radio station, program title, and kilo hertz.
6. Scripts should be:
  - encoded using Arial font size 12
  - with directorial instructions in capital letters
  - double-spaced with normal margin (1inch 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 examiner/s shall be allowed inside.
2. The organizers/host division 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/adapter 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. In case of power failure, the affected team shall be allowed to broadcast again.





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5. The use of sound bites/recordings recorded prior to the contest proper or simulation is prohibited.
6. A designated holding area shall be provided for each role.
7. Each team shall be given twelve (12) minutes: four minutes for entrance and preparation, five minutes for the actual broadcast, and three minutes for the exit. The provided running time shall be applied.
8. The organizers shall provide a clock or a timer that can be seen by the contestants and the judges. There will be an official timekeeper.
9. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. A green flaglet shall then be raised to signal the team to start. A yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining followed by a red flaglet to indicate that their time is up.
10. The team who complied with the five-minute production receives a perfect score under time allotment/timeliness. The timing scheme will take effect starting at the 6<sup>th</sup> second. Deductions for overtime or undertime will be applied as follows:  
Undertime/Overtime  
1 second – 3 seconds – 1 point  
4 seconds -20seconds – 2 points  
21 seconds – 40 seconds – 3 points  
41 seconds – 60 seconds – 4 points  
61 seconds and above - 5 points
11. The undertime or overtime shall be deducted from the final average score.







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Enclosure No. 4a to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR RADIO SCRIPT WRITING AND BROADCASTING**

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

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



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<b>3. Infomercial</b>	<b>Score</b>
<b>Content – 45%</b>	
<ul style="list-style-type: none"> <li>● Shows clear advocacy/idea description</li> <li>● Is logically organized</li> <li>● Shows smooth and appropriate transitions</li> <li>● Exhibits language appropriateness</li> </ul>	
<b>Creativity – 30%</b>	
<ul style="list-style-type: none"> <li>● Exhibits uniqueness and originality</li> <li>● Implements technologies appropriately</li> </ul>	
<b>Persuasion / Impact – 25%</b>	
<ul style="list-style-type: none"> <li>● Engages audience</li> <li>● Shows appropriate audience appeal</li> <li>● Keeps audience focused all throughout the broadcast</li> </ul>	
<b>Total 100%</b>	

<b>4. Technical Application</b>	<b>Score</b>
<b>Juxtaposition – 40%</b>	
<ul style="list-style-type: none"> <li>● Shows a smooth transition from one topic/news event to another</li> <li>● Establishes clear relationship between one audio effect to the news or information that follows</li> </ul>	
<b>Fidelity – 30%</b>	
<ul style="list-style-type: none"> <li>● Produces good audio quality</li> <li>● Produces authentic sound and effects</li> <li>● Has less static and no interference</li> </ul>	
<b>Timing and Precision – 30%</b>	
<ul style="list-style-type: none"> <li>● Has clear audible time signals</li> </ul>	
<b>Total 100%</b>	

<b>5. Script</b>	<b>Score</b>
<b>Content – 40%</b>	
<ul style="list-style-type: none"> <li>● Covers topic with necessary details &amp; examples</li> <li>● Is accurate and has no factual errors</li> <li>● Is well-organized</li> <li>● Uses academically, socially, culturally acceptable, and gender fair language</li> </ul>	



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<b>Clarity of Instructions – 40%</b>	
<ul style="list-style-type: none"> <li>• Is easy to read and understand</li> <li>• Can easily be followed by another person or team</li> <li>• Reflects effective planning and organizing</li> </ul>	
<b>Neatness – 20%</b>	
<ul style="list-style-type: none"> <li>• All elements are labeled and clearly written</li> <li>• Clearly indicates names of team members and their tasks/assignments</li> </ul>	
<b>Total 100%</b>	

<b>RADIO PRODUCTION (Overall)</b>	<b>Score</b>
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%	
<b>Total 100%</b>	
<b>Comments &amp; Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
 (Signature over Printed Name)



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Enclosure No. 5 to Division Memo No. \_\_\_\_\_, s. 2025

**GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST**

1. Each region shall organize a team of **seven** members in English and **seven** members in Filipino who will not participate in any of the individual and other group categories.
2. Contestants must wear plain white t-shirt with their identification card and/or provided by the host region.
3. All contestants must attend the orientation before the competition.
4. All contestants are prohibited from returning to their quarters or communicating in any form (text, call, chat, etc.) with their respective advisers from the beginning to the end of the contest. In case of any untoward incident, the participant/s shall approach the contest facilitator.
5. A mini press conference and a sports event will serve as the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). Photojournalists must take pictures/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 interview and data gathering.
7. The team will be given one (1) hour for data gathering and four (4) 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
  - A4 size bond paper
  - 1 stapler with staple wire
9. Laptops to be submitted to the DTWG shall be labeled with the following format:

Category – Medium-Level\_Region

Name, School, Division

e.g.,

Collaborative Desktop Publishing – English – Secondary – Region IX

John Rodriguez, BGC National High School, Pagadian City

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





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10. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on February 3, 2024 (up to 5PM only) to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team. **The team must present a Certification signed by the Journalism Focal in the district that the laptops have been checked, cleaned, and are ready for inspection.**
11. The host division will provide four (4) scanners for the editorial cartoon (two for elementary and two for secondary (English/Filipino) as backup for the contestants.
12. Use of pen tab is allowed in editorial cartooning provided that the device does not have memory or a processor.
13. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.
14. 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 output as it would be a **ground for disqualification.**
15. 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.
16. The top three (3) teams shall be recognized and their points will be included in the determination of the overall scores.
17. The decision of the Board of Judges is final and irrevocable.





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Enclosure No. 5a to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR COLLABORATIVE DESKTOP PUBLISHING**

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

Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 6 to Division Memo No. \_\_\_\_\_, s. 2025

**GUIDELINES FOR THE ONLINE PUBLISHING CONTEST**

1. Each region shall organize a team of **five** members for English and **five** members for Filipino at Secondary level who shall not be competing in any of the individual writing categories or group contests.
2. Contestants must wear white shirt with their identification card.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are prohibited from returning to their quarters or communicating in any form (text, call, chat, etc.) with their respective advisers from the beginning to the end of the contest. In case of any untoward incident, the participant/s shall approach the contest facilitator.
5. A mini press conference and a sports event will serve as the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists must take pictures/videos of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference will be conducted for the introduction of the players, coaches, and tournament officials. Subsequently, a post conference will be held for interview and data gathering.
7. The team will have four hours for writing, lay outing, and editing of articles online after creating an online publication using the official platform (WordPress or Google Site) to be provided by the organizer. Coverage and data gathering during the mini press conference, pre-game, actual game, and post conference shall be excluded from the 4-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 scanner -flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed)
  - two (2) digital/DSLR cameras
  - maximum of 4 laptops installed with Photoshop for image enhancement
  - maximum of 2 pocket wifis (preferably with two different networks) or 1 wireless router
  - extension cord
10. Laptops to be submitted to the DTWG shall be labeled with the following format:  
Category – Medium-Level Division  
Name, School, District





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e.g.,

Online Publishing – English – Secondary – District

John Rodriguez, BGC National High School, Baylimango District

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

11. Official laptops, previously cleared of stored documents, shall be submitted to the DTWG on January 9, 2025 (up to 5PM only) to check for any other applications and pre-written documents or references. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.
12. The team must present a Certification signed by the District Journalism Focal that the laptops have been checked, cleaned, and are ready for inspection.
13. Each group shall email their URL to the assigned examiner.
14. 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).
15. The decision of the Board of Judges is final and irrevocable.







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 REGION IX, ZAMBOANGA PENINSULA  
 SCHOOLS DIVISION OF DAPITAN CITY

Enclosure No. 6a to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR ONLINE PUBLISHING**

Content (30%)	Score
<ul style="list-style-type: none"> <li>• Applies the principles of journalism.</li> <li>• Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content</li> <li>• Utilizes facts from interviews, document review, data analysis and other reliable sources</li> <li>• Shows a variety of stories that fit the section where they are placed</li> <li>• Includes historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives</li> <li>• Provides balance of light and serious topics</li> <li>• Shows relevance of articles to students</li> <li>• Has clear and unbiased headlines/titles</li> </ul>	
<b>Language and Style (15%)</b>	
<ul style="list-style-type: none"> <li>• Observes the rules of grammar and syntax</li> <li>• Observes coherence</li> <li>• Uses appropriate vocabulary (<i>Observes gender-fair language</i>)</li> </ul>	
<b>Layout (20%)</b>	
<ul style="list-style-type: none"> <li>• Arranges stories in decreasing importance.</li> <li>• Highlights originality/ uniqueness</li> <li>• Uses relevant video or audio, pictures and graphics that are clear, properly edited, captioned, and credited</li> <li>• Exhibits clear focus and coherent organization of articles</li> </ul>	
<b>Technical (20%)</b>	
<ul style="list-style-type: none"> <li>• Makes use of multimedia elements such as video, audio, animation, graphics and photos</li> <li>• Is readable, mobile-responsive and engaging via social media</li> <li>• Contains the paper's masthead, editorial profile, and the following sections: News, Editorial, Features, and Sports</li> <li>• Articles include hyperlinks to cited references, data and other content or websites</li> </ul>	
<b>Ethics (15%)</b>	
<ul style="list-style-type: none"> <li>• Showcases original works of students.</li> <li>• Properly cites information and attributes these facts from the source of information</li> <li>• Observes standards of journalism in terms of fairness, relevance, accuracy, and balance</li> <li>• Has no potentially libelous or obscene content, plagiarism and <b>copyright violations</b></li> </ul>	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
 (Signature over Printed Name)



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Enclosure No. 7 to Division Memo No. \_\_\_\_\_, s. 2024

**GUIDELINES FOR TV SCRIPT WRITING AND BROADCASTING**

The competition is designed to encourage teamwork among campus journalists and simulate the workplace of a television news production department.

**A. General Guidelines**

1. Each district shall organize a team of seven (7) members for English and seven (7) members for Filipino in Secondary level who shall not be competing in any of the individual writing categories.
2. The members should have the following roles/tasks, but not limited to:
  - a. scriptwriter/s
  - b. anchor/s
  - c. reporter/s
  - d. producer/director who could also act as floor director
  - e. video/graphics editor
  - f. video journalist/camera man

Any of the team members can assume two or more positions/tasks, if 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).

3. The DTWG in coordination with the host region shall provide the list of available equipment and tools in the mock broadcast room with the regional coordinators a week before the contest through an advisory.
4. A thirty (30) minutes technical orientation will be held **day or days** before the opening of the DSPC for the directors and video/graphics editors. Then, each team will be given thirty (30) minutes per medium to visit the mock broadcast room for familiarization.
5. In getting the overall results for the best TV broadcast, accumulated points from the individual and group awards shall be considered.
6. Below are the awards to be given:

Individual Awards	Group Awards
1. Best TV Anchor	1. Best in Technical Application
2. Best TV Reporter	2. Best Developmental Communication
3. Best Director	3. Best News Script
	4. Best TV Newscast





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7. The TV program name is **Zampen Balita** for Filipino, while **Zampen Patrol** for English.
8. The decision of the Board of Judges is final and irrevocable.
9. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

### **PRE-CONTEST**

1. Each team must bring only the following:
  - maximum of four laptops with at least 10GB free space and a video editing program (with uploading capacity)
  - three empty USB Flash Drives (at least 16GB minimum)
  - maximum of two video/DSLR camera/mobile phones (without sim and emptied internal storage) compatible with the laptop
  - two emptied memory cards
  - A4-size bond paper
  - one inkjet printer
  - extension cord/s
2. Laptops and flash drives to be submitted to the DTWG shall be labeled with the following format:  
Category – Medium – Level – District  
  
PSDS's Name, School, District  
  
e.g.,  
  
TV Script Writing and Broadcasting – English – Secondary – District  
  
Angelina Fajardo, Baylimango National High School, Baylimango  
  
Labels for laptops shall be in a bond paper attached to the laptop bag. Flash drives shall be sealed in an envelope with a label.
3. Checking and sealing of laptops shall be done on **January 9, 2025** (until 5 p.m. only). Laptops must be cleared of stored documents upon submission, except for the pre-recorded OBB and CBB and offline editing software. **The team must present a Certification signed by the District Journalism Focal that the laptops have been checked, cleaned, and are ready for inspection.**
4. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.
5. Available equipment and tools can to be shared by the participants during the actual presentation.





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6. Before the start of the contest, the teams will be oriented on the roles of the participants and criteria for judging by the chairman of the board of judges. All participants should attend this orientation.
7. The directors will draw lots to determine the order of presentation. Then, contest materials saved in flash drives sealed in envelopes shall be distributed to the directors.

**CONTEST PROPER:**

**A. SCRIPTWRITING AND PRODUCTION**

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:** Only the five (5) sets of data provided by the DTWG will be used in the news reports. Each news script should indicate the corresponding video and/or audio component taken from the folders or produced during the actual contest.
  - c. **Infomercial/Developmental Communication:** The team is required to produce one (1) infomercial or developmental communication plug with a maximum length of 60 seconds.

The DTWG will provide two (2) sets of data (photos/videos/audio) in folders saved in a flash drive.

However, each team is also allowed to take footage/s within the designated area to be used in the infomercial.

The script should contain video and audio components.
  - d. **Field Report:** A live field report with or without canned video support shall be included in the production.
  - e. **Headlines:** These will contain a brief lead/summary of the news articles.
  - f. **OBB/CBB:** For uniformity, the DTWG shall provide station and program names to be used through an office memorandum a month before the actual conduct of the NSPC.
2. Four (4) hours will be allotted for the **pre-production** (story conference and scriptwriting), **actual production** (video shooting/recording, infomercial production), **post-production** (editing) and rehearsal.





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3. The host school shall provide a clock or a timer that can be seen by both the contestants and DTWG. There will be an official timekeeper.
4. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest venue. For personal necessities, the proctor shall accompany them to the nearest restrooms.
5. Each team shall submit four (4) copies of the script: three (3) copies for the judges and one (1) copy for the DTWG. The team may print extra copies for their own use.
6. The cover page of the script shall contain the TV Network and Program names (as provided by the DTWG), order of presentation (to be placed at the upper left of the cover) and the names of the members of the team with their respective roles (i.e., anchor, field reporter, etc.).
7. The script shall **not bear any information** that may identify the school, division, or region.
8. All groups shall stop working after the allotted time of 4 hours. A buzzer shall signal the end of the scriptwriting and production time.
9. A separate holding area designated for each role shall be provided.
10. Members shall only be allowed to go out of the room when it is time for their team to perform and for personal necessities accompanied by a proctor.

**B. TV BROADCAST SKILLS PERFORMANCE**

1. Only two (2) laptops are allowed inside the studio: one (1) as a substitute for teleprompter and one (1) for the technical application.
2. News shall be composed of live and edited reports, which were produced during the given production time. Only the OBB/CBB and stingers/audio bed are pre-recorded/pre-produced.

Video and Audio Playback to be used for the live reports are either taken from the folders or produced on the day of the contest.

3. Other than the actual broadcast time, ten (10) minutes shall be allotted for entrance and preparation.
4. Each team shall be given ten (10) minutes of preparation with the assistance of the technical experts (service providers). Three warnings shall be given to each team who fails to start after the allotted time for preparation provided no technical issue arises:

First warning – 1 minute



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Second warning – 1 minute and 30 seconds

Third/final warning – 2 minutes

After the third warning and the team fails to start, disqualification will be imposed.

- Each team shall be given **six (6) minutes** for the actual broadcast.
- A clock or digital timer will be provided by the host region to guide the contestants and DTWG.

The timekeeper shall raise the **green flaglet** to signal the start of the presentation.

A **yellow flaglet** shall be raised by the timekeeper to warn the presenting team that only one minute is left of the broadcast time.

A **red flaglet** shall be raised to signal that the six minutes allotted for the group has been consumed.

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

Overtime/Undertime	Deduction
1-15 seconds	1 point
16-45 seconds	2 points
46-90 seconds	3 points
91-120 seconds	4 points

- The timekeeper shall give the judges a copy of the record of the broadcast running time of each group right after the performance. The record should indicate how many seconds/minutes each group went over/under time if they did. The timekeeper shall also announce the time started, time finished, incurred undertime/overtime and the corresponding deductions of the group.

- Three (3) minutes shall be allotted for the exit.

- The decision of the Board of Judges is **FINAL and IRREVOCABLE**.





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**SCORE SHEET FOR TV SCRIPT WRITING AND BROADCASTING**

<b>1. Script- 30%</b>	Score
Content – 50%	
<ul style="list-style-type: none"><li>• Provides effective news/story angling</li><li>• Covers the given stories/relevant topics with necessary details</li><li>• Is accurate; no factual, conceptual, and grammatical errors</li><li>• Is original</li></ul>	
Style – 35%	
<ul style="list-style-type: none"><li>• Is written in a clear and concise manner</li><li>• Uses simple, common language</li><li>• Uses appropriate voice (i. e., active voice or passive voice)</li><li>• Uses appropriate word choice</li><li>• Uses proper script terms and abbreviations</li></ul>	
Organization – 15%	
<ul style="list-style-type: none"><li>• Follows adequate logical structure</li><li>• Provides proper labels to elements/parts</li><li>• Indicates team members and assignments</li><li>• Considers coherent thought transitions</li></ul>	

<b>2. Anchor – 12.5%</b>	Score
Delivery – 70%	
<ul style="list-style-type: none"><li>• Uses a clear and well-modulated voice</li><li>• Speaks with appropriate volume</li><li>• Observes proper phrasing, pacing and timing</li><li>• Articulates words well</li><li>• Utilizes appropriate voice inflections to enhance meaning</li></ul>	
Personality – 30%	
<ul style="list-style-type: none"><li>• Observes proper stance/posture</li><li>• Shows a sense of confidence and authority</li><li>• Projects a professional and credible personality</li><li>• Demonstrates controlled facial expressions</li></ul>	

<b>3. Reporter (12.5)</b>	Score
Delivery – 70%	





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<ul style="list-style-type: none"> <li>• Uses a clear and well-modulated voice</li> <li>• Speaks with appropriate volume</li> <li>• Observes proper phrasing, pacing and timing</li> <li>• Articulates words well</li> <li>• Utilizes appropriate voice inflections to enhance meaning</li> </ul>	
Personality – 30%	
<ul style="list-style-type: none"> <li>• Observes proper stance/posture</li> <li>• Shows a sense of confidence</li> <li>• Demonstrates controlled facial expressions</li> <li>• Connects with the subjects when interviewing or with the anchor and viewers when reporting</li> </ul>	

<b>4. Technical Applications – 25%</b>	Score
Element appropriation – 50%	
<ul style="list-style-type: none"> <li>• Observes audio-video lock</li> <li>• Shows effective interplay of audio-visual elements including graphics, text, images, etc.</li> </ul>	
Fidelity – 30%	
<ul style="list-style-type: none"> <li>• Shows good audio and video quality</li> <li>• Shows less to no distortion or technical distraction in audio and video</li> </ul>	
Timing – 20%	
<ul style="list-style-type: none"> <li>• Shows a smooth flow of topics/stories</li> <li>• Shows precise timing and synchronization</li> </ul>	

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

**OVERALL NEWSCAST**

Criteria	Score
Script – 30%	







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Broadcast Presentation – 25%	
<ul style="list-style-type: none"><li>• Anchor – 12.5%</li><li>• Reporter – 12.5%</li></ul>	
Technical Application – 25%	
Infomercial/DevCom Plug – 15%	
Adherence to Time Allotment – 5%	
<b>TOTAL – 100%</b>	

\_\_\_\_\_  
Evaluator/Judge  
(Signature over Printed Name)





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Enclosure No. 8 to Division Memo No. \_\_\_\_\_, s. 2025

**GENERAL GUIDELINES FOR SCHOOL PAPER CONTESTS**

**(in Portable Digital 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 highest pointers both in English and Filipino shall be declared as the best school papers; however, the points of their ranking shall not be added to determine the best performing regions who shall be recognized in the awarding ceremony at the last day of conduct of the DSPC.
- C. Top Ten winners per section per category shall qualify to the RSPC.
- D. For any school paper found to have copied and published texts, images, and other materials without duly acknowledging their sources, the following sanctions shall be applied:
- First Offense:** Disqualification from the contest.
- Second Offense:** A formal notification shall be sent to the Regional Director, who shall inform the concerned Schools Division Superintendent (SDS). 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. Accordingly, the School Head shall implement plans and programs on intensifying academic honesty and integrity.
- Third Offense:** Disqualification from the School Paper Contest for three (3) consecutive years.
- E. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- F. For 2025 DSPC, each District must upload the entire school paper of the 10 best entries per category/section (in PDF) to the link to be provided to the division journalism coordinators/education program supervisors in-charge of journalism. ONLY the Division Office is authorized to submit the school paper entries.
- G. **The list of winning sections per category duly certified by the District Supervisor must be the same as the uploaded entries.**

The following, properly foldered and labeled (e.g., Name of School Pub-News-Eng- Elem), are to be submitted:



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1. Certificate of Circulation signed by the PSDS/PICD. Indicated in the certificate is the corresponding link to the school website or Facebook page where the school paper is published.
2. Certificate of Endorsement signed by the PSDS/PICD, certifying all the required documents were submitted to, checked, and reviewed by the Regional Office prior to submitting to the Central Office.
3. Report of the process observed in ensuring plagiarized-free articles
4. Results of the evaluation of school paper per category and medium duly signed by the judges during the District Schools Press Conference (DisSPC)

**The Division Technical Working Group (DTWG) reserves the right to disqualify entries with no Certificate of Endorsement from the PSDS/PICD**

- H. The different SECTIONS/CATEGORIES in the school paper contest both English and Filipino are as follows:
1. News Section / Pahinang Balita
  2. Editorial Section / Pahinang Editoryal
  3. Features Section / Pahinang Lathalain
  4. Sports Section / Pahinang Pampalakasan
  5. Science & Technology Section / Pahinang Agham at Teknolohiya
  6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyong Pahina
- I. 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: Digital
  3. Color: All pages in full color
  4. Size: 9"x12" (Elementary)  
12"x18" (Secondary)
- J. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.





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

**A. Editorial Section**

1. The section should have at least two 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 the 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 is final and irrevocable.

**B. News Section**

1. The section shall consist of at least three pages.
2. The content and scope of the news stories shall cover 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 is final and irrevocable.

**C. Feature Section**

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

**D. Sports Section**

1. The section shall consist of at least two pages.
2. The content and scope of the sports articles shall include coverage of international, national, regional, community and school-based sports news stories.
3. The content of the section may include straight or spot news, advance/follow-up 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 is final and irrevocable.

**E. Science and Technology Section**

1. The Science and Technology Section should have at least two pages.





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

**F. Layout and Page Design Category**

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





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**SCORE SHEET FOR THE NEWS SECTION**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
Uses appropriate terms to report events	
<b>Utilizes authentic and captioned photos, relevant graphs, graphics, tables, illustrations, animations and other visual representations.</b>	
Presents a distinct style of the section	
<b>Content (70%)</b>	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
<b>Covers relevant issues in local, regional, national, and even international level with relevance to school, community and its learners.</b>	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge

(Signature over Printed Name)





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Enclosure No. 8b to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR THE FEATURES SECTION**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
<b>Utilizes authentic and captioned photos, relevant graphs, graphics, tables, illustrations, animations and other visual representations.</b>	
Presents a distinct style of the section	
<b>Content (70%)</b>	
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and creative thinking	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant issues in local, regional, national, and even international level with relevance to school, community and its learners.	
Applies the principles of civic journalism by making the school paper a forum for discussion of community issues	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge  
(Signature over Printed Name)



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Enclosure No. 8c to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR THE EDITORIAL SECTION**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
<b>Content (70%)</b>	
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	
Prioritizes articles, columns, commentaries written by the editorial staff and learners	
Covers relevant issues in school, region, national and international scene	
Applies the principles of civic journalism by making the school paper a forum for discussion of community issues	
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	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge  
(Signature over Printed Name)



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 SCHOOLS DIVISION OF DAPITAN CITY

Enclosure No. 8d to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION**

<b>Forms and Style (40%)</b>	
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	
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	
<b>Content (70%)</b>	
Utilizes facts from researches, interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Includes stories that deal with environmental, scientific, technological and innovative topics written in news, feature, and scientific commentary style.	
Prioritizes school-related materials rather than events that have little or no direct connection with the school and community	
<b>Covers relevant issues in local, regional, national, and even international level with relevance to school, community and its learners.</b>	
Cites facts such as scientific references, statistics, relevant figures/facts to bolster credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 8e to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR THE SPORTS SECTION**

<b>Form and Style (30%)</b>	<b>Score</b>
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	
<b>Utilizes authentic and captioned photos, relevant graphs, graphics, tables, illustrations, animations and other visual representations</b>	
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	
<b>Content (70%)</b>	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in local, regional, national, and even international level with relevance to school, community and its learners.	
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	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge

(Signature over Printed Name)



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Enclosure No. 8f to Division Memo No. \_\_\_\_\_, s. 2025

**SCORE SHEET FOR LAYOUT AND PAGE DESIGN CATEGORY**

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

Evaluator/Judge

(Signature over Printed Name)





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 REGION IX, ZAMBOANGA PENINSULA  
 SCHOOLS DIVISION OF DAPITAN CITY

Enclosure No. 9 to Division Memo No. \_\_\_\_\_, s. 2025

Department of Education  
 National Secondary School Publication Advisers Association, Inc.  
 (NSSPAA, Inc.)

Philippine Association of Elementary Campus Paper Advisers (PAECPA)

**Search for the Outstanding Campus Journalists of the Philippines**

Recognizing the Outstanding Campus Journalists of the Philippines is a highest merit given to the campus journalists of the country who have demonstrated commendable performance in campus journalism.

**Guidelines**

1. Each Division School Paper Advisers Association and the Division Secondary and Elementary Editors Guild in cooperation with the Department of Education division office shall select one outstanding campus journalist of the region.

2. The panel of judges shall be composed of the following:

The CID Chief, division supervisors in-charge of journalism as co-chair, the incumbent and immediate past presidents of the Division School Paper Advisers Association and Editors Guild

3. The district shall submit the nomination together with the photocopy of all documents duly certified true and correct by the District in-charge of Journalism for verification and evaluation by the Division Search Committee.

4. The following factors shall be considered in the selection. The candidate who got the highest accumulated points will be declared as the winner.

- a. Academic Standing
- b. Achievement in Journalism
- c. Innovations/Advocacies
- d. Community/Extension Services and Other Leadership Positions
- e. Published Works
- f. Journalism-related Trainings Attended
- g. Interview

**B. ACADEMIC STANDING in ALL LEARNING AREAS (Preceding School Year)**

..... 15 pts.

Rank with Highest Honors	with High Honors	with Honors	89-85 average (in class)
Points			
15	10	5	3



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**C. ACHIEVEMENT IN JOURNALISM**  
 .....

Achievement in Journalism Contests — are those awards received by the nominee from Schools Press Conferences sanctioned by the Department of Education.

In group contest, the student is judged according to his/her competence in the role in the contest.

**1. Individual Contests**

a. National

Rank	1st	2nd	3rd	4th	5th
Points	25	24	23	22	21

b. Regional

Rank	1st	2nd	3rd	4th	5th
Points	20	19	18	17	16

c. Division

Rank	1st	2nd	3rd	4th	5th
Points	15	14	13	12	11

**2. Group Contests**

a. National

Rank	1st	2nd	3rd	4th	5th
Points	15	14	13	12	11

b. Regional

Rank	1st	2nd	3rd
Points	10	9	8

c. Division

Rank	1st	2nd	3rd
Points	7	6	5

**Special Awards in Group Contests:**

a. National

Rank	1st	2nd	3rd	4th	5th
Points	13	12	11	10	9



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b. Regional

Rank	1st	2nd	3rd
Points	8	7	6

c. Division

Rank	1st	2nd	3rd
Points	5	4	3

**E. LEADERSHIP, INNOVATIONS AND ADVOCACIES**

**Position of the Nominee in the School Publication**

Editor-in-Chief	10
Associate Editor	8
Section Editor	5
Writer/Contributor/Others	3

**Editors' Guild Leadership**

Position	National	Regional
President	10	7
Vice President	9	6
Sec., Treas. and other positions	8	5

**Innovations and Advocacies**

Implementation	National	Regional	Division	District	School
	30	25	20	15	10

*\*Candidates should present proof of accomplishments before they can earn the corresponding points.*

**F. COMMUNITY AND EXTENSION SERVICES RELATED TO JOURNALISM**

.....

Services	National	Regional	Division
Committee Chairperson	10	8	6
Facilitator	8	6	4



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**G. PUBLISHED WORKS**

	National	Regional	Division
Articles Written in National and local Dailies, Editors			
Guild Newsletters, Palaro	5	3	1
Newsletter and Documentaries			

**E. Journalism-related Trainings Attended .....**

	National	Regional	Division
	5	3	1

**F. PANEL INTERVIEW with the SELECTION COMMITTEE**

-- 25 pts.

-----**TOTAL 100** pts.

**Search for the Outstanding School Paper Advisers (OSPA)  
 of the Philippines**

**Guidelines**

1. The contenders must be a practicing School Paper Adviser (SPA).
2. Each region shall select an outstanding school paper adviser for elementary and secondary levels.
3. A recent copy of the school paper of the candidate must be attached.
- 2 Only the regional winner duly endorsed by the regional director shall be recognized by the National Search Committee as official entry to the national search/contest.
- 3 The panel of judges in the regional level shall be:
  - a. CLMD Chief, Regional DepEd in charge of journalism, Regional Association President and the incumbent Regional Outstanding School Paper Adviser.
- 4 The candidate shall attach the photocopy of all documents duly certified true and correct by the District in-charge of Journalism for verification and evaluation by the Division Search Committee.



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**CHECKLIST FOR THE SEARCH**

**FOR OUTSTANDING SCHOOL PAPER ADVISER**

**A. LENGTH OF SERVICE and PERFORMANCE RATING**

1. Must be a practicing school paper adviser for at least five (5) consecutive years immediately prior to the search.
2. Must have an average performance rating of not lower than Very Satisfactory (VS) for the past three (3) school years.

**B. ACHIEVEMENT 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.)**

1. Individual Contests

a. National

- 1<sup>st</sup> ----- 13 pts
- 2<sup>nd</sup> ----- 12 pts
- 3<sup>rd</sup> ----- 11pts
- 4<sup>th</sup> ----- 10 pts
- 5<sup>th</sup> ----- 9 pts
- 6<sup>th</sup> ----- 8 pts
- 7<sup>th</sup> ----- 7 pts

b. Regional

- 1<sup>st</sup> ----- 6 pts
- 2<sup>nd</sup> ----- 5 pts
- 3<sup>rd</sup> ----- 4 pts

c. Division

- 1<sup>st</sup> ----- 3 pts
- 2<sup>nd</sup> ----- 2 pts
- 3<sup>rd</sup> ----- 1 pt

2. Group Contests

a. National



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- 
- 1<sup>st</sup> ----- 13 pts  
2<sup>nd</sup> ----- 12 pts  
3<sup>rd</sup> ----- 11pts  
4<sup>th</sup> ----- 10 pts  
5<sup>th</sup> ----- 9 pts  
6<sup>th</sup> ----- 8 pts  
7<sup>th</sup> ----- 7 pts

b. Regional

- 1<sup>st</sup> ----- 6 pts  
2<sup>nd</sup> -----5 pts  
3<sup>rd</sup> ----- 4 pts

c. Division

- 1<sup>st</sup> ----- 3 pts  
2<sup>nd</sup> ----- 2 pts  
3<sup>rd</sup> ----- 1 pt

3. School Publication Contest

\*points per section

a. National

- 1<sup>st</sup> ----- 13 pts  
2<sup>nd</sup> ----- 12 pts  
3<sup>rd</sup> ----- 11pts  
4<sup>th</sup> ----- 10 pts  
5<sup>th</sup> ----- 9 pts  
6<sup>th</sup> ----- 8 pts  
7<sup>th</sup> ----- 7 pts

b. Regional

- 1<sup>st</sup> ----- 6 pts



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2nd ----- 5 pts

3rd ----- 4 pts

c. Division

1st ----- 3 pts

2nd ----- 2 pts

3rd ----- 1 pt

**4. LEADERSHIP RELATED TO JOURNALISM**

Position	National	Regional	Division
President	25	20	15
Vice President	20	15	10
Sec., Treas.; other positions	18	12	8

**5. EXTENSION SERVICE: Organizer/Facilitator**

National	Regional	Division
10	7	5

**6. SPEAKERSHIP: Resource Speaker, Judge**

National	Regional	Division
10	7	5

**7. PUBLISHED BOOKS, MODULES, WORKBOOKS** related to Journalism

National	Regional	Division
10	7	5

**8. ARTICLES PUBLISHED IN NEWSPAPERS/MAGAZINES/JOURNALS**

National	Regional	Division
5	3	1



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9. PANEL INTERVIEW (10 pts)

**SUMMARY**

1. Winnings ( 40 %)

Individual Contests

Group Contests

School Publication

2. Leadership -( 15 %)

3. Extension Services -( 10 %)

4. Speakership - ( 10 %)

5. Authorship - ( 15 %)

6. Interview - ( 10 %)

**TOTAL** 100%

