



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

2024-90090  
PM 2024-02-069  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: 2/20/24 TIME: 9:15  
BY: [Signature]

**DIVISION MEMORANDUM**  
No. 069, s. 2024

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
District / School Journalism Coordinators  
This Division

**FROM :**   
**CHERRY MAE L. LIMBACO - REYES**  
Schools Division Superintendent

**DATE:** February 15, 2024

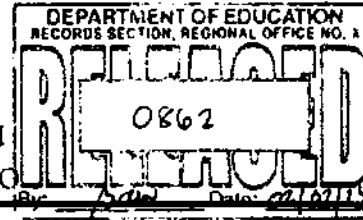
**SUBJECT: 2024 REGIONAL SCHOOLS PRESS CONFERENCE**

1. Attached are the Regional Memorandum Nos. 54, 65 and 75, s. 2024 re: 2024 Regional Schools Press Conference. The **2024 Regional Schools Press Conference (RSPC)** will be conducted in Cagayan de Oro City on May 2- 4, 2024 with the theme **Ethical Journalism in the World of Artificial Intelligence**.
2. Please see the attachments for complete details.
3. For further clarifications, all concerned individuals may contact the Division Journalism focal persons, Rachel R. Valde and Maria Concepcion S. Reyes.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)

Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



January 31, 2024

REGIONAL MEMORANDUM  
No. 065, s. 2024

CHANGES IN REGIONAL MEMORANDUM: NOS. 15, 52, AND 54, S. 2024  
(2024 REGIONAL SCHOOLS PRESS CONFERENCE)

To: Assistant Regional Director  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. The following are some changes in the issued **Regional Memorandum: Nos. 15, 52, and 54, s. 2024**, titled **Regional School Paper Contest, Search for Most Outstanding School Paper Advisers and Campus Journalists, and 2024 Regional Schools Press Conference**:

Date	Activity
March 8, 2024	Submission of entries for the school paper contest
April 5, 2024	Submission of documents for the Search for the Most Outstanding School Paper Advisers and Campus Journalists

2. **The RSPC will be conducted on May 2-4 2024; the specific venue will be announced in a separate memorandum.**

3. All other provisions stated in the previous Memoranda remain in effect.

4. This Office directs the immediate and wide dissemination of this Memorandum.

**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

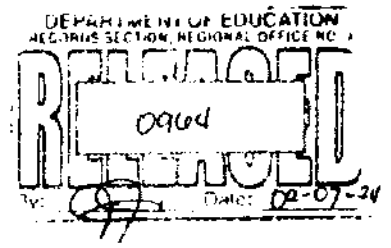
ATCH: As stated  
To be indicated in the Perpetual Index  
under the following subject:

CONTEST

CLMD:mand



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO



February 2, 2024

REGIONAL MEMORANDUM  
 No. **075**, s. 2024

ADDITIONAL INFORMATION TO REGIONAL MEMORANDUM NO. 054, S. 2024  
 (2024 REGIONAL SCHOOLS PRESS CONFERENCE)

To: Schools Division Superintendents  
 Assistant Schools Division Superintendents  
 All Others Concerned

1. **The 2024 RSPC will be conducted in Cagayan de Oro City, on May 2-4.**
2. Teacher-coaches/TWGs/officials are entitled to claim service credits or compensatory time-off (CTO) for any training/activity schedules that fall during declared holidays, regular official holidays, and weekends.
1. Attached are the required documents for submission, activity matrix, and the list of major activities for the 2024 RSPC for reference.
2. This Office directs the immediate and wide dissemination of this Memorandum.

**DR. ARTURO B. BAYOCOT, CESO III**  
 Regional Director

ATTN: As stated  
 Place indicated in the Perpetual Index  
 under the following subject:

CONFERENCE(S)

MEMORANDUM



ADDITIONAL INFORMATION TO REGIONAL MEMORANDUM NO. 054, S. 2024  
(2024 REGIONAL SCHOOLS PRESS CONFERENCE)

**Important Documents for Submission**

Document Name	Submitted to	Deadline and Important Reminders
<p><b>Division winners/entries for the School Paper Contests</b> in portable document format (PDF) duly endorsed by the Schools Division Superintendent</p>	<p>Regional Office at</p>	<p><b>March 8, 2024</b></p> <p><b>Late entries will not be accepted.</b></p>
<p><b>Documents for the Search for the Most Outstanding School Paper Advisers and Campus Journalists</b> in hard copy duly endorsed by the Schools Division Superintendent</p>	<p>DepEd Regional Office c/o CLMD</p>	<p><b>April 5, 2024</b></p> <p><b>Late entries will not be accepted.</b></p>
<p>Complete Official List of 187 member-delegates and Confirmation Sheet</p> <p>Each participant is required to secure a 2x2 picture, which will be attached to the RSPC ID to be provided by the host division.</p>	<p>RO, addressed to the Regional Director, and sent via email at</p>	<p><b>April 15, 2024</b></p> <ul style="list-style-type: none"> <li>• This official list signed by the Schools Division Superintendent upon registration shall also serve as the official travel order of the division to be presented to the Regional Office (RO).</li> <li>• Only the <b>187 official</b> delegates shall be registered, accommodated in the billeting areas, and entitled to <b>receive the Certificates of Participation and Appearance.</b></li> </ul>

ADDITIONAL INFORMATION TO REGIONAL MEMORANDUM NO. 054, S. 2024  
(2024 REGIONAL SCHOOLS PRESS CONFERENCE)

May 1-4, 2024

Division of Cagayan de Oro City

**ACTIVITY MATRIX**

TIME	May 1	May 2	May 3	May 4
7:00 AM				
8:00 AM	Arrival and Registration.	Opening Program		Awarding of Winners and Closing Program
9:00 AM	Checking and Sealing of flash drives, laptops and cameras		Continuation of Individual Contest (Sports Writing, Photojournalism) and Group Contest	
10:00 AM				
11:00 AM		Individual Contest		HOME SWEET HOME
12:00 NN				
1:00 PM				
2:00 PM				
3:00 PM		Individual Contest (News Writing, Feature Writing, Editorial Writing, Editorial Cartooning, Copyreading and Headline Writing, Column Writing, Science Writing)	Finalization of Results	
4:00 PM				
5:00 PM	Orientation and Meeting of Division Journalism Coordinators			

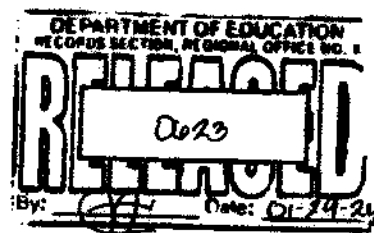
ADDITIONAL INFORMATION TO REGIONAL MEMORANDUM NO. 054, S. 2024  
(2024 REGIONAL SCHOOLS PRESS CONFERENCE)

**Major Activities for the 2024 Regional Schools Press Conference**

<b>Activities</b>	<b>Date</b>	<b>Persons Involved</b>
1. Conduct of Division Press Conferences	January-April 2024	DTWGs
2. Monitoring of Division Schools Press Conference	January-April 2024	RTWG
3. First Planning Meeting with the Host Division	February 2024	RTWG, DTWG
4. Consultative Meeting with Division Journalism Coordinators	February 2024	RTWG, Division Journalism Coordinators
5. a. Conduct of Regional School Paper Contests b. Submission of narrative reports and documentation of RSPC (photos and/or videos)	February 2024	RTWG Regional Coordinator report should be submitted to Regional Office ( Attn: The 2024 RSPC Focal Persons
6. Submission school paper Top 10 Division Entries	March 8, 2024	Division and Regional Journalism Coordinators
7. Consolidation of school paper entries per category	March 11-15, 2024	Regional Journalism Coordinator
8. Judging of the school paper Top 10 Division Entries	March 18-29	Judges, RTWGs
9. Submission of Documents for the Search for the Most Outstanding School Paper Advisers and Campus Journalists	April 5, 2024	Division and Regional Journalism Coordinators
10. Orientation of the Board of Judges for the Search for Outstanding SPAs and CJs	April 15, 2024	Judges, RTWGs
11. Evaluation of Documents for the Search for Outstanding SPAs and CJs	April 16-19, 2024	Judges, RTWGs
12. Online Interview of the finalists for the Search for Outstanding SPAs and CJs	April 22-23, 2024	Judges, RTWGs
13. Conduct of Regional Schools Press Conference	May 2-4, 2024	RTWGs & RPSPA
14. Debriefing, completion of report, dissemination of winners through DepEd Memo	May 17, 2024	RTWG and Host Division
15. Enhancement Training of NSPC Qualifiers	June 2024	RTWG



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



January 23, 2024

REGIONAL MEMORANDUM  
No. 064, s. 2024

**2024 REGIONAL SCHOOLS PRESS CONFERENCE**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

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 schools press conference, the Department of Education (DepEd) Region X, through the Curriculum and Learning Management Division, announces the **2024 Regional Schools Press Conference (RSPC)** with the theme **Ethical Journalism in the World of Artificial Intelligence**.
2. **The RSPC will be conducted on March 20-22, the venue of which will be announced in a separate memorandum.**
3. The RSPC 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 the learners with 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 RSPC, the Division Schools Press Conference (DSPC) must be conducted. A comprehensive DSPC report, including the process and list of winners and judges, must be submitted two weeks after the event through this email address: [armando.agustin@deped.gov.ph](mailto:armando.agustin@deped.gov.ph).
5. All SDOs should ensure that schools participating in the DSPC and RSPC have school paper publications in PDF or digital format.



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone No: (088) 881-3137  
Email: [region10@deped.gov.ph](mailto:region10@deped.gov.ph)  
Website: [r10.deped.gov.ph](http://r10.deped.gov.ph)

Doc. No.	01-24-24	Page	1 of 1
----------	----------	------	--------

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

**Table 1. RSPC Participants/Qualifiers**

<b>Individual Categories</b>	Top 1 division winner per medium
<b>Group Categories</b>	1 team per medium (Composed of 7 members each team, except for online publishing with 5 members)
<b>School Paper Category</b>	Top 10 division winners per medium

7. The RSPC 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 Paper Contest (English and Filipino, elementary, and secondary, in Portable Document Format)**

- i. News Section
- ii. Features Section
- iii. Editorial Section
- iv. Science and Technology Section
- v. Sports Section
- vi. Layout and Page Design



**d. Search for Outstanding School Paper Advisers (SPAs) and Campus Journalists (CJs)**

8. Recognizing and respecting Intellectual Property Rights, the Department adheres to the rule concerning plagiarism. DepEd reiterates its stand to disqualify school papers found to have copied and published texts, graphics, and other materials without duly acknowledging their sources. The disqualification covers all sections of the school paper.

9. Any form of plagiarism in all competitions as proven by the board of judges shall be a ground for disqualification.

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

11. The following are attachments on the guidelines for individual and group and contests:

**Table 2. Summary of Contest Guidelines**

<b>Attachment Number</b>	<b>Content</b>
<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>	
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
8	How to Compute for the Overall Scores
9	Major Activities for the 2024 Regional Schools Press Conference

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

13. The top five winners in all contest events (except for school paper) shall be recognized. Only the accumulated points from individual and group contests shall be included in the computation of the overall scores following the guidelines contained in Attachment No. 8.

14. Each division is expected to submit the required documents using the format provided in the following attachments:

**Table 3. Important Documents for Submission**

<b>Attachment Number</b>	<b>Document Name</b>	<b>Submitted to</b>	<b>Deadline and Important Reminders</b>
1	<p><b>Division winners/entries for the School Paper Contests</b> in portable document format (PDF) duly endorsed by the Schools Division Superintendent</p>	<p>Regional Office at <a href="mailto:armando.agustin@deped.gov.ph">armando.agustin@deped.gov.ph</a></p>	<p><b>February 2, 2024</b></p> <p><b>Late entries will not be accepted.</b></p>
2	<p>Complete Official List of 187 member-delegates</p> <p>Each participant is required to secure a 2x2 picture, which will be attached to the RSPC ID to be provided by the Regional Office (RO).</p>	<p>RO, addressed Regional Director and send via email at <a href="mailto:armando.agustin@deped.gov.ph">armando.agustin@deped.gov.ph</a></p>	<p><b>March</b></p> <ul style="list-style-type: none"> <li>This official list signed by the Schools Division Superintendent upon registration shall also serve as the official travel order of the division to be presented to the Regional Office (RO).</li> <li>Only the <b>187 official</b> delegates shall be registered, accommodated in the billeting areas, and entitled to <b>receive the Certificates of</b></li> </ul>

			<b>Participation and Appearance.</b>
--	--	--	--

15. Learners at the elementary and secondary levels (both junior and senior high schools) are eligible to join the contests.

16. The Official Division Delegation shall consist of 187 participants. **The delegates are expected to be at the venue on March 19.**

17. For TV Script Writing and Broadcasting contestants, an orientation will be conducted on **March 19.** The details of the venue will be relayed through the Division Supervisor in charge of Campus Journalism.

18. The divisional offices shall take care of their own provision of travel, allowance, and food including snacks for their participants. The host division shall provide billeting quarters for the delegates from all the divisions.

19. Board and lodging and travel expenses shall be charged to local funds, subject to the usual accounting and auditing policies, rules, and regulations.

20. For further information and clarifications, all concerned individuals may contact the RSPC focal persons at [armando.agustin@deped.gov.ph](mailto:armando.agustin@deped.gov.ph) or at [ramon.abrera@deped.gov.ph](mailto:ramon.abrera@deped.gov.ph).

21. Please see the attachments for complete details.

22. This Office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
 Regional Director

ATCH.: As stated  
 To be indicated in the Perpetual Index  
 under the following subjects:

CONTESTS                      CONFERENCES

CLMD/mand

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

A. List of 10 Regional Entries for School Paper per Section/Category  
 Region: \_\_\_\_\_ Section/Category: \_\_\_\_\_

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

B. List of Contestants for the Individual Categories

Elementary Level

Region: \_\_\_\_\_ Category: \_\_\_\_\_ Medium: \_\_\_\_\_

	Complete Name of Student (First Name MI Last Name)	Gender	School Paper Adviser	School	Division	School Paper
1						

Secondary Level

Region: \_\_\_\_\_ Category: \_\_\_\_\_ Medium: \_\_\_\_\_

	Complete Name of Student (First Name MI Last Name)	Gender	School Paper Adviser	School	Division	School Paper
1						

**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	Division	Team Coach
1						
2						
3						
4						
5						
6						
7						

Secondary Level

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

	Complete Name of Student	Gender	Role/Assigned Task (indicate additional roles where applicable)	School	Division	Team Coach
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 roles where applicable)	School	Division	Team Coach
1						
2						
3						

4						
5						
6						
7						

**Secondary Level**

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

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

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

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

	Complete Name of Student	Gender	Role/ Assigned Task (indicate the contestants who have	School	Division	Team Coach

						1
						2
						3
						4
						5
						6
						7
			multiple roles)			

**2024 RSPC Confirmation Sheet**

Division Coordinator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Dear Sir/Madam:

This communication confirms the attendance of 187 delegates from SDO \_\_\_\_\_ at the 2024 RSPC to be held in the Division of \_\_\_\_\_, on March 20-22.

Delegates	Expected Delegates			Actual Delegates		
	Elem.	Sec.	Total	Elem.	Sec.	Total
<b>Student Contestants</b>				M:	M:	M:
Ranks 1 in 9 categories in <i>Individual Contests</i> with 2 mediums	18	18	36	F:	F:	F:
<b>Student Contestants</b>						
Rank 1 in <i>Regional Radio Script Writing and Broadcasting Contests</i> (7 CJs in English & 7 CJs in Filipino)	14	14	28	M:	M:	M:
				F:	F:	F:
Rank 1 in <i>TV Script Writing and Broadcasting Contests</i> (7 CJs in English & 7 CJs in Filipino)	0	14	14	M:	M:	M:
				F:	F:	F:
Rank 1 in <i>Collaborative Publishing (for elem. and secondary)</i> (7 CJs in English & 7 CJs in Filipino)	14	14	28	M:	M:	M:
				F:	F:	F:
Rank 1 in <i>Online Publishing (for secondary only) Contests</i> (5 CJs in English & 5 CJs in Filipino)	0	10	10		M:	M:
					F:	F:
<b>Coaches of the student contestants in Individual Contests</b>	18	18	36	M:	M:	M:
				F:	F:	F:
<b>Coaches of the Radio Script Writing and Broadcasting Team</b>	2	2	4	M:	M:	M:
				F:	F:	F:
<b>Coaches of the TV Script Writing and Broadcasting Team</b>	0	2	2	M:	M:	M:
				F:	F:	F:
<b>Coaches of the Collaborative Desktop Publishing (2 Elem. and 2 Secondary)</b>	2	2	4	M:	M:	M:
				F:	F:	F:
<b>Coaches of Online Publishing Team</b>	0	2	2	M:	M:	M:
				F:	F:	F:
<b>Division in-charge of Campus Journalism</b>		14	14	M:	M:	M:
				F:	F:	F:
<b>Schools Division Superintendent (SDS)</b>		1	1	M:	M:	M:
				F:	F:	F:



Assistant Schools Division Superintendent (ASDS)	1	1	1	M: F:	M: F:	M: F:
CID Chief	1	1	1	M: F:	M: F:	M: F:
Outstanding Campus Journalists and School Paper Advisers	2	2	4	M: F:	M: F:	M: F:
Presidents of the Division Association of School Paper Advisers (both elementary and secondary)	1	1	2	M: F:	M: F:	M: F:
<b>Division Delegates Total</b>	<b>71</b>	<b>116</b> *including division personnel	<b>187</b>	M: F:	M: F:	M: F:

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

**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 2022-2024, can participate.

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

The following guidelines will be strictly implemented:

**A. General:**

1. If there are questions and assistance needed, the participants must raise their concerns only to the assigned proctor and/or examiner. If unresolved, the concern shall be elevated to the RSPC Focal Persons.
2. The presence of school paper advisers, teachers, principals, parents, or guardians in the contest venue shall be grounds for disqualification of their contestants.
3. The top five winners per medium will 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 the participant's disqualification.
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 a basis 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.
- d. A post-game conference shall be held to interview officials and athletes.
- 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 secure their own pencil 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 secure their own pencil no. 2 while the NTWG shall provide the 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:

- i. The contestants should be at the contest venue 30 minutes before the orientation to the guidelines and rubrics.
- ii. The contestants are allowed to use any Digital Camera with a maximum of **24.3** megapixels with fixed lenses. Contestants who will use any DSLR and other high-end cameras will **not be permitted to join the contest.**
- iii. The contestants shall submit an empty memory card and camera (internal memory) to be checked by the examiner/s a day before the opening program.
- iv. The contestant should secure his/her own camera cable for uploading and saving pictures.
- v. Cellular phones, extra digital cameras, extra storage cards or any additional materials/equipment **are not allowed** in the contest area.
- vi. The contestants shall secure their own black ballpen while the NTWG will provide scratch papers where contestants can write down notes during the shooting.

b. Photo Shoot, Uploading, and Captioning

- i. The loading and unloading of the storage card will be done in front of the examiner.
- ii. Control shot shall be the first shot.
- iii. The contestants are given one hour to take pictures.
- iv. The contestants are allowed to take **unlimited shots** but shall submit the control shot and the **five 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\_2024RSPC).
- v. Contestants shall write the file name of each photo on the caption sheet.
- vi. Caption sheets will be provided by the RTWG.
- vii. Contestants are given 30 minutes to provide a caption for each of the five photos.
- viii. The advisers, trainers, and parents are **NOT** allowed in the contest venue throughout the duration of the competition.

**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)

**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>	
Shows cases 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)

**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)

**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)

**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)



**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)

**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)

**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)

**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)

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

**A. General Guidelines**

1. Each division shall organize a team of ~~seven~~ 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 shirts 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.
4. The awards for this category are the following:

<b>Individual Awards</b>	<b>Group Awards</b>
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 the best radio production, accumulated points from the individual and group awards shall be considered.
6. Mobile phones, reference materials, and other extra sheets of paper shall not be allowed in the contest area.
7. The decision of the Board of Judges is final and irrevocable.
8. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

**B. Scriptwriting**

1. Each team may use up to four official laptops that are cleared of stored documents and an inkjet printer in preparing and printing the script. All laptops should be submitted to the contest committee for inspection on March 19, 8:00 a.m.-5:00 p.m. The teams shall secure their own extension wires and other equipment for rehearsal.
2. The team will be given one hour and 30 minutes to write a script for a five-minute radio broadcast that will include one infomercial and four news articles.

The infomercial may cover health, environment, politics, social, and other relevant issues. It shall have a maximum length of one minute and shall use the medium 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 hours, each team should submit four copies of the script. Three copies will be submitted to the judges, and one copy will be submitted to the examiner/s. The teams 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 team members with their 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. The scripts should
  - a. be encoded using Arial font size 12,
  - b. have directorial instructions in capital letters,
  - c. be double-spaced with normal margin (1inch on all sides), and
  - d. be 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 set the sound system only before the simulation. A jack/auxiliary cord/adaptor will be provided for the laptops and other sources of sound effects.
3. The contestants/technical director shall not be allowed to change, adjust, and manipulate the main control board, except the volume meter, during their presentation.
4. In case of power failure, the affected team shall be allowed to broadcast again.
5. Sound bites/pre-recorded voice shall be prohibited.
6. At least two loudspeakers may be set up outside the broadcast room.
7. The host division may provide the radio frequency where the broadcast simulation will be tuned in.
8. A separate holding area designated for each role shall be provided.
9. Each team shall be given nine minutes: three minutes for preparation, five minutes for the actual broadcast, and one minute for exit. Provided running time shall be applied.
10. 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.
11. A yellow flaglet shall be raised to signal the team that they have one 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 minute remaining followed by a red flaglet to indicate that their time is up.

12. The team who satisfies the five-minute production requirement shall be given a perfect score of five points. In case of overtime or undertime, the following scheme of deductions shall be followed:

*Undertime/Overtime*

1 second - 3 seconds - 1 point  
4 seconds - 20 seconds - 2 points  
21 seconds - 40 seconds - 3 points  
41 seconds - 60 seconds - 4 points  
61 seconds and above - 5 points

13. The undertime or overtime shall be deducted from the final average score.

**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>	



<b>5. Script</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>
	<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>Score</b>	<b>Total 100%</b>

<b>4. Technical Application</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>Score</b>	<b>Total 100%</b>

<b>3. Informercial</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>Score</b>	<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)

**GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST**

1. Each division shall organize a team of seven members for English and Filipino both in elementary level and secondary level who shall not be competing in any of the individual writing categories.
2. The contestants shall wear white shirts with identification cards.
3. The contestants shall attend the orientation before the competition.
4. The 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 the basis for the content of the publication (i.e., news, features, 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 interview and data gathering.
7. The team will be given one hour for data gathering and four hours for writing, layout, and editing.
8. Each team is allowed to secure only the following:
  - a. two digital/DSLR cameras
  - b. one inkjet printer with scanner
  - c. one card reader
  - d. one blank flash drive
  - e. extension wires
  - f. maximum of four 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
  - g. 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

c.g.,  
Collaborative Desktop Publishing - English - Secondary - Division  
Lanao del Norte, Angelina Fajardo, Lala National High School
10. Official laptops, previously cleared or stored documents, shall be submitted to the RTWG on March 19, (only until 5:00 p.m.) to check any other applications and pre-written documents or references in the unit. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.

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

11. Mobile phones and other electronic gadgets shall not be allowed, except for digital cameras/DSLRs and laptops with disabled internet connection.
12. The teams 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 they would be a **ground for disqualification**.
13. 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.
14. The top five teams will be recognized, and their points will be included in the determination of the overall scores.
15. The decision of the Board of Judges is final and irrevocable.

**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)

**GUIDELINES FOR THE ONLINE PUBLISHING CONTEST**

1. Each division shall organize a team of five members for English and five members for Filipino in Secondary level who shall not be competing in any of the individual writing categories.
2. The contestants may wear their school uniforms or plain white t-shirts with their identification cards.
3. The contestants shall attend the one-hour orientation before the competition.
4. The 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 the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall 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 three hours for writing, layout, and editing of articles online after the creation of an online publication using the official platform to be provided by the organizer. Coverage/Data gathering through mini press conference, 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 secure only the following:
  - a. one scanner -flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed)
  - b. two (2) digital/DSLR cameras
  - c. maximum of 4 laptops installed with Photoshop for image enhancement
  - d. maximum of 2 pocket wifis (preferably with two different networks) or 1 wireless router
  - e. extension cord
10. Laptops to be submitted to the RTWG shall be labeled with the following format:

Category – Medium-Level\_Division  
Name, School

e.g.,  
Online Publishing – English – Secondary – Malaybalay City  
Angelina Villanueva, Bukidnon National High School

Labels shall be on bond paper pasted on/attached to the laptop bag.
11. **Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on March 19, (only until 5:00 p.m.) 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 teams shall email their URLs to the assigned examiner.
13. The top five teams will 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.

**SCORE SHEET FOR ONLINE PUBLISHING**

<b>Content (30%)</b>	<b>Score</b>
<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)



**Major Activities for the 2024 Regional Schools Press Conference**

<b>Activities</b>	<b>Date</b>	<b>Persons Involved</b>	<b>Status/Remarks</b>
1. First Planning Meeting with the Host Division	February 2024	RTWG, DTWG	
2. Consultative Meeting with Division Journalism Coordinators	February 2024	RTWG, Division Journalism Coordinators	
3. Conduct of Division Press Conferences	January-February 2024	DTWGs	
4. Monitoring of Division Schools Press Conference	January-February 2024	RTWG	
5. a. Conduct of Regional School Paper Contests b. Submission of narrative reports and documentation of RSPC (photos and/or videos)	February 2024	RTWG Regional Coordinator report should be submitted to Regional Office ( Attn: Ramon G. Abrera Jr./Armando A. Agustin	
6. Conduct of Regional Schools Press Conference	March 20-22, 2024	RTWGs & RPSPA	
7. Debriefing, completion of report, dissemination of winners through DepEd Memo	April 2024	RTWG and Host Division	
8. Enhancement Training of NSPC Qualifiers	May 2024	RTWG	

**HOW TO COMPUTE FOR THE OVERALL STANDING**

1. To determine the top five winners in the secondary/elementary level in each category, the average of the judges' score will be the basis of the ranking. All 14 divisions shall be ranked 1-14.
2. The ranks/placements in the individual categories shall be added and ranked accordingly. Please see sample computation.

Region	News Writing	Features Writing	Editorial Writing	Column Writing	Sci. & Tech. Writing	Sports Writing	Photo-journalism	CRHW	Editorial Cartooning	TOTAL	Rank
A	1	1	2	5	2	1	1	2	2	17	1
B	2	3	1	4	3	3	2	3	1	22	2
C	3	4	3	1	4	2	3	1	4	25	3
D	4	5	4	2	1	5	4	4	6	35	4.5
E	5	1	5	3	2	4	5	5	5	35	4.5
F	6	6	6	6	6	6	6	6	3	51	6

3. The same scheme shall be applied to the group category.
4. To determine the top three divisions in the Elementary and Secondary levels, the rank in the individual and group categories shall be added. They shall receive trophies/plaques during the closing ceremonies.
5. To determine the overall ranking, the following range of scores shall be used based on the cumulative placement/scores in the individual and group categories:

Award	Range (Based on cumulative ranks from 1-7)	
	Elementary (11 events per medium)	Secondary (13 Events per medium)
Gold Awards	22-44	26-52
Silver Awards	45-88	53-104
Bronze Awards	89-154	105-182

6. The divisions that will meet the set standards in item 5 will be recognized and will receive plaques during the closing ceremony.

<ul style="list-style-type: none"> <li>Connects with the subjects when interviewing or with the anchor and viewers when reporting</li> </ul>	
--	--

<b>4. Technical Applications - 25%</b>	<b>Score</b>
<b>Element appropriation - 50%</b>	
<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>	
<b>Fidelity - 30%</b>	
<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>	
<b>Timing - 20%</b>	
<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>	<b>Score</b>
<b>Content - 50%</b>	
<ul style="list-style-type: none"> <li>Shows clear advocacy/idea description</li> <li>Reflects original concept</li> </ul>	
<b>Creativity - 50%</b>	
<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**

<b>Criteria</b>	<b>Score</b>
Script - 30%	
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)

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

<b>1. Script- 30%</b>	<b>Score</b>
<b>Content - 50%</b>	
<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>	
<b>Style - 35%</b>	
<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>	
<b>Organization - 15%</b>	
<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>	<b>Score</b>
<b>Delivery - 70%</b>	
<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>	
<b>Personality - 30%</b>	
<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>	<b>Score</b>
<b>Delivery - 70%</b>	
<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>	
<b>Personality - 30%</b>	
<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> </ul>	

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

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

1 second - 3 seconds - 1 point  
4 seconds - 30 seconds - 2 points  
31 seconds - 60 seconds - 3 points  
61 seconds - 90 seconds - 4 points  
91 seconds - 120 seconds - 5 points

8. The timekeeper shall give the judges a copy of the record of the broadcast running time of each team right after the performance. The record should indicate how many seconds/minutes each team 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 team.

9. Three minutes shall be allotted for the exit.

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

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 or division.
8. All groups shall stop working after the allotted time of four 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. Accompanied by a proctor, the members will be allowed to go out of the room only when it is time for their team to perform and for personal necessities.

#### **B. TV BROADCAST SKILLS PERFORMANCE**

1. Only two laptops are allowed inside the studio: one as a substitute for teleprompter and one 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, 10 minutes shall be allotted for entrance and preparation.
4. Each team shall be given 10 minutes of preparation with the assistance of the technical experts (service providers). Three warnings shall be given to each team that fails to start after the allotted time for preparation, provided no technical issue arises:
  - First warning - 1 minute
  - 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.

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

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.

**CONTEST PROPER:**

**A. SCRIPTWRITING AND PRODUCTION**

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

- a. **Cover page:** This shall contain the team's name (mock TV network name)
- b. **News:** Only the five sets of data provided by the RTWG 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 infomercial or developmental communication plug with a maximum length of 60 seconds.

The RTWG will provide two 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 RTWG shall provide station and program names to be used before the actual conduct of the RSPC.
2. Four hours will be allotted for the **pre-production** (story conference and scriptwriting), **actual production** (video shooting/recording, infomercial production), **post-production** (editing) and rehearsal.
3. The host division shall provide a clock or a timer that can be seen by both the contestants and RTWG. 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 copies of the script: three copies for the judges and one copy for the RTWG. The teams 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 RTWG), order of presentation (to be placed at the upper

## **PRE-CONTEST**

1. Each team will be required to secure only the following:
  - maximum of 4 laptops with at least 10GB free space and a video editing program (with uploading capacity)
  - 3 empty USB Flash Drives (at least 16GB minimum)
  - maximum of 2 video/DSLR camera/mobile phones (without sim and emptied internal storage) compatible with the laptop
  - two (2) emptied memory cards
  - A4-size bond paper
  - one (1) inkjet printer
  - extension cord/s

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

Category - Medium - Level - Division  
Director's Name, School

e.g.,

TV Script Writing and Broadcasting - English - Secondary - Malaybalay  
Angelina Fajardo, Bukidnon National High School

Labels for laptops shall be on 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 Day 0 (only until 5:00 p.m.). Laptops shall be cleared of stored documents upon submission except for the pre-recorded OBB and CBB and offline editing software.
4. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.
5. Only the equipment and tools in the mock broadcast room are allowed to be used by the participants during the actual presentation.
6. Before the start of the contest, the teams will be oriented to the roles of the participants and criteria for judging by the chair of the board of judges. All participants should attend this orientation.
7. The directors will draw lots to determine the order of presentation. Contest materials saved in flash drives sealed in envelopes shall be distributed to the directors.



**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 division shall organize a team of seven members for English and seven 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 the following:
  - 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 manAny 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 (e.g., An anchor cannot be a reporter at the same time. But an anchor can also be a news or infomercial writer).
3. The NRWG, in coordination with the host division, 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 30-minute technical orientation will be held **day or days** before the opening of the RSPC for the directors and video/graphics editors. Then, each team will be given 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

7. The decision of the Board of Judges is final and irrevocable.
8. Any violation of the stipulated guidelines will be grounds for disqualification of the team.