

**GENERAL GUIDELINES FOR THE SELECTION OF WINNERS IN THE  
DIFFERENT INDIVIDUAL WRITING SHOWCASE**

The Individual Writing Showcases 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 in *PDF copy either in English or in Filipino* for the School Year 2022-2023 and ***who won top two spots in each category*** are allowed to compete in the various individual contests of the RSPC.

The following will be strictly implemented:

**General:**

1. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner.
2. School paper advisers, teachers, principals, parents, or guardians who will be found in and around the contest venue will be grounds for disqualification of their contestants.
3. The top seven winners per medium will be recognized for the purpose of points to be included in the computation of the overall scores (combined scores of individual and group showcases). Only the **Top 3 Best Showcases** will be given Certificates of Recognition.
4. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
5. For all showcase events that will be held online, a separate Memorandum consisting of the specific guidelines, including the procedures on the conduct of the online events shall be issued. Meantime, participants, and coaches shall ensure the stability of their internet connectivity where they intend to use as venue at their respective SDOs. All specific guidelines for the individual events stipulated in this memo shall apply to all online and onsite events.
6. The decision of the Board of Judges in all aspects of the contest shall be deemed **final and irrevocable**.

**Specific:**

***Sports Writing:***

- a. The RTWG shall orient and provide final instructions to the participants before the showcase 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 participants.
- d. A post-game conference shall be held to further interview officials and athletes after the game.
- e. The participants shall proceed to the designated contest room for the writing of the sports article.

## **2. Copyreading and Headline Writing:**

- a. The participants shall bring their own pencil for the showcase.
- b. The participants shall follow directions given in the showcase piece.
- c. The participants shall provide a headline for the article.

## **3. Editorial Cartooning:**

- a. The participants shall bring their own **Pencil No. 2** while RTWG 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, at all times, compliant with the professional and ethical standards of media.

## **4. Science and Technology Writing**

- a. Facts or other sources of information shall be given to the participants as a basis in writing the article.

## **Photojournalism**

### *Preparation:*

- a. Participants should be at the showcase venue thirty (30) minutes before the orientation on the guidelines and rubrics.
- b. The participants are allowed to use any digital camera (point and shoot only) with a maximum of **24.3 megapixels with fixed lenses**. Participants who will use any DSLR and other high-end cameras will **not be permitted to join the contest**.
- c. The participants shall submit an empty memory card and camera to be checked by the examiner/s.
- d. The participants should bring their own camera cable for uploading and saving pictures.
- e. Cellular phones, extra digital cameras, extra storage cards or any additional materials/equipment are not allowed in the contest area.
- f. Participants shall bring their own black ink ballpen while RTWG will provide scratch papers where participants can write down notes during the shooting.

### *Provision of Memory Card:*

- 1) The participants shall load the empty storage card in front of the examiner on the showcase day.

### *Photo Shoot, Uploading and Captioning*

- a. The loading and unloading of the storage card will be done in front of the examiner.
- b. Control shot shall be the first shot.
- c. Participants are given one (1) hour to take pictures.
- d. Participants are allowed to take unlimited shots but will submit five (5) possible photos with captions for the given theme and the control shot.
- e. Write the file name of each photo in the caption sheet.
- f. Caption sheets will be provided by the RTWG.
- g. Caption sheets (with lines and margins) will be provided by the RTWG.
- h. Participants will be given 30 minutes to write captions for each of the five photos.

**Throughout the duration of the competition, the advisers, trainers, and parents are NOT allowed in the venue.**

Enclosure No 1b

**MOBILE JOURNALISM (Exhibition only)**

1. The Mobile Journalism Exhibition aims to empower campus journalists to create, edit, and produce timely and relevant news features with the use of just their smartphones, hence without the expense of traditional high-cost equipment.
2. This exhibition is open to all **senior high school students only, one (1) for English and one (1) for Filipino.**
3. The participants will be required to bring only the following:
  - **smartphone**
  - **headset or wireless earbuds**
  - **tripod (optional)**
4. The participants shall produce a **four-minute news feature** on a given topic.
5. The participants will be given **two hours to shoot** at a designated contest venue/area and edit and produce the video at a designated contest room.
6. The entry must exhibit worthiness in content, demonstrate storytelling/reporting techniques, and display good technical quality.
7. Each entry shall be recorded, edited, and completed with **any smartphone running on iOS or Android** and using any audio and video editing applications.
8. Throughout the duration of the exhibition, the advisers, trainers, and parents are NOT allowed in the venue.
9. Each entry shall be submitted to the RTWG via email or Bluetooth.
10. All submissions must be original and free from any intellectual property/copyright issue.
11. All participants must attest that they are submitting work produced with only smartphones and mobile applications.
12. The Board of Judges reserves the right to disqualify entries that cannot be verified and at their absolute discretion.
13. The decision of the Board of Judges is final and irrevocable.
14. All submissions will be property of the Department of Education and may be used for educational and publicity purposes.

Note: **An appropriate venue will be provided for their viewing of the live feed of the presentation**

**SCORE SHEET FOR NEWS WRITING**

<b>Form and Style</b>	<b>40%</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	
Use short and simple words	
Conforms with the principles of unity and coherence	
Observes the rules of grammar and syntax	
Uses transitions properly	
<b>Content</b>	<b>50%</b>
Uses appropriate lead type to get 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</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and balance)	
Cite sources properly and observes copyright law	
<b>TOTAL</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR EDITORIAL WRITING**

<b>Form and Style</b>	<b>40%</b>
Uses lead paragraphs 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 a logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
<b>Content</b>	<b>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</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and balance)	
Cite sources properly and observes copyright law	
<b>TOTAL</b>	<b>100%</b>
Comments/Suggestions:	

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Evaluator/Judge  
(Signature over Printed Name)

### SCORE SHEET FOR FEATURE WRITING

<b>Form and Style</b>	<b>30%</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	
<b>Content</b>	<b>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' perception	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR SPORTS WRITING**

<b>Form and Style</b>	<b>40%</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 speeches 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	
<b>Content</b>	<b>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</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR COPY READING AND HEADLINE WRITING**

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

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



**SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING**

<b>Form and Style</b>	<b>40%</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	
<b>Content</b>	<b>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</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness and accuracy)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR PHOTOJOURNALISM**

<b>Technical Quality</b>	<b>40%</b>
Exposure value and quality of image (free from digital noise)	
Presents images with acceptable sharpness	
<b>Communicative Quality</b>	<b>40%</b>
Shows clear and specific idea(s) or angle connected to the theme of topic	
Uses creative photography techniques to highlight the visual story	
<b>News Caption</b>	<b>10%</b>
Write a two-sentence caption providing context to the picture.	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness and accuracy)	
Respectful of subject's right to privacy (e.g., nudity, no permission to be the subject)	
Follows strict standards of no manipulation and alteration of reality	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR EDITORIAL CARTOONING**

<b>Technical</b>	<b>30%</b>
Make 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</b>	<b>60%</b>
Presents a 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</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR COLUMN WRITING**

<b>Form and Style</b>	<b>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 transition properly	
<b>Content</b>	<b>50%</b>
Presents and explains a solid and clear stand	
Presents the different angles and examine both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message and can influence public opinion	
Arguments presented in the body logically support the writers' stand	
Clarifies certain points of fact or arguments that may be confusing or complicated.	
<b>Ethics</b>	<b>20%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

### SCORE SHEET FOR MOBILE JOURNALISM

<b>Content - 40%</b>	<b>Total Score</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> </ul>	
<b>Delivery - 30%</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>Technical Application - 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> <li>• Shows effective interplay of audio-visual elements including graphics, text, images, etc.</li> <li>• Shows a smooth flow of topics/stories.</li> <li>• Applies elements that contribute meaningfully and overall output.</li> </ul>	
<b>Total</b>	
Comments/Suggestions:	

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

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

**A. General Guidelines**

1. Each division shall organize a team **of five (5) members** for English and Filipino in elementary level and secondary level who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear a white shirt with their valid school ID/RSPC IDs.
3. An orientation shall be conducted for all the contestants. There shall be a 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 best radio production, accumulated points from the individual and group awards shall be considered.
6. The decision of the Board of Judges is final and irrevocable.
7. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

**B. Scriptwriting**

1. Each team may use up to three (3) official laptops, 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 **April 28, 2023, 1:00-5:00 pm**. Each team is required to bring their own extension wires and other equipment for rehearsal.
2. The team will be given 1 1/2 hours to prepare a script for a 5-minute radio broadcast. It includes one (1) infomercial and four (4) news article.

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

The news articles may be based on press releases, raw data, or any other source given by the examiner(s).

Another 30 minutes will be allotted for the printing of the output. After two (2) hours, each team should submit four (4) copies of the 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.

The script should not bear any information that may identify the school, division but it should include the names of the members of the team with their job assignment/contribution (i.e., anchor, news presenter, etc.)

Scripts should be:

- Encoded using Arial font size 12
- With directorial instructions in capital letters
- Double-spaced with normal margin (1 inch on all sides)
- Printed in A4-sized bond paper (8.27 x 11.69 inches)

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### **C. Broadcast Simulation**

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

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

<b>1. Anchor</b>	<b>Total Score</b>
<b>Voice Quality - 40%</b>	
<ul style="list-style-type: none"> <li>• Is very 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>Voice Quality - 40%</b>	
<ul style="list-style-type: none"> <li>• Is very 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 inflection/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>3. Infomercial</b>	<b>Total Score</b>
<b>Content - 40%</b>	
<ul style="list-style-type: none"> <li>• Shows brief and clear advocacy/idea description</li> <li>• Is logically organized</li> <li>• Shows smooth and appropriate transitions</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 - 30%</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>Total 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>	
Total 100	

<b>5. Script</b>	<b>Total 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 and socially acceptable 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>Script Organization - 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>Total Score</b>
<b>A. Delivery - 25%</b> 1. Anchor (15%) 2. News Presenter (10%)	
<b>B. Technical Application - 25%</b> 1. Timing and Precision	
<b>C. Script - 25%</b>	
<b>D. Infomercial - 20%</b>	
<b>E. Adherence to time allotment - 5%</b>	
<b>Total 100%</b>	
Comments & Suggestions:	

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 Evaluator/Judge  
 (Signature over Printed Name)

**GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTENT**

1. Each region shall organize a team of five (5) members who shall not be competing in any of the national individual writing contests. There will be one team for English and another for Filipino, both at the elementary and secondary levels.
2. Contestants shall wear their uniform with identification cards.
3. All contestants are required to attend the orientation before the actual competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference will be held to become the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports) The photojournalists shall take pictures of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post conference shall be held for interview and data gathering.
7. The team will be given five (5) writing, lay outing and editing. (1 hour for hours for data gathering).
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) black flash drive
  - extension wires
  - maximum of (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for elementary level) for the layout of the group's final output on April 29, 2023, at 8:00 in the morning.
  - A4 size photo paper.
9. Laptops to be submitted to the RTWG shall be labeled with the following format:  
Category – Medium-Level Division  
Name, School, Division  
  
e.g.,  
Collaborative Desktop Publishing – English – Secondary – Division\_\_\_\_\_

10. Official laptops previously cleared of stored documents, shall be submitted to the RTWG 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.
11. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras and laptops with disabled internet connection.
12. Each team will be required to convert their output into PDF, print in A4 size 80 GSM bond paper and submit it to the contest committee. The collaborative desktop publishing team shall submit both hard and soft copies of their entries. They should ensure that no identifying marks about their school, division or region can be found on their output as it would be a ground for disqualification.
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 RTWG and uploaded to the designated computer for judging.
14. The top five (5) teams shall be recognized, and their points will be included in the determinations of the overall scores.
15. The decision of the Board of Judges shall be deemed 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 reviews, data analysis and other reliable sources.</li> <li>• Shows 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, assertion, 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>	<b>10%</b>
<ul style="list-style-type: none"> <li>• Observes standards of journalism in terms of fairness, relevance, accuracy, non-libelous statements, and obscene content</li> <li>• Observes intellectual property rights</li> </ul>	
Cites sources and observes copyright laws	
<b>Total (100%)</b>	<b>100%</b>
Comments/Suggestions:	

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

Enclosure No. 1f

### **GUIDELINES FOR THE ONLINE PUBLISHING CONTEST**

1. Each division shall organize a team of five (5) members who shall not be competing in any of the individual writing categories. There will be one team for English and another for Filipino, for secondary level only.
2. Contestants shall wear their plain white T-shirts and maong pants with identification cards.
3. All contestants are required to attend the one (1) hour orientation before the actual competition.
4. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers until the end of the contest.
5. A mini press conference and a sports event will be held to become 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 while the rest of the team is doing write-ups, lay outing and editing.
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 four (4) hours for data gathering, layout and editing of articles online after the creation of an online publication using the official platform to be provided by the organizer.
6. A total of four (4) hours is allotted for data gathering, writing, lay out and editing of articles online after the creation of an online publication using the official platform determined by the organizers.
7. Specific instructions on the number of articles to be produced will be given during the orientation.
8. Specific instructions of the number of articles to be produced will be given during the orientation.
9. Each team will be required to bring only the following:
  - One (1) scanner
  - Maximum of two (2) digital cameras
  - Maximum of 2 pocket wifis (preferably with two different networks) or 1 wireless router
  - Extension cord
10. Laptops to be submitted to the TRWG shall be labeled with the following format: Category – Medium-Level Division  
Name, School, Division  
  
e.g.,  
Online Publishing-English-Secondary-Division\_\_\_\_\_

11. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on April 28, 2023, 1:00 pm to 5:00 pm only) to check if any other applications and pre-written documents or reference therein. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.
12. Each team shall mail their URL to the assigned examiner.
13. The top (5) five teams shall be recognized, and the points will be included in the determination of the overall standing. All competing teams shall be given points and ranked accordingly.
16. The decision of the Board of Judges shall be deemed final and irrevocable.

**SCORE SHEET FOR THE BEST ONLINE PUBLISHING**

<b>Content (40%)</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 principle of journalism.</li> <li>• Has clear and unbiased headlines/titles.</li> <li>• Observes the rules of grammar and syntax</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 article</li> </ul>	
<b>Technical (20%)</b>	<b>10%</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> </ul> <p>Articles include hyperlinks to cited references, data and other content or websites.</p>	

<b>Ethics (20%)</b>	<b>10%</b>
<ul style="list-style-type: none"> <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>100%</b>
Comments/Suggestions:	

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



Enclosure No.1g

## **GUIDELINES FOR TV SCRIPT WRITING & BROADCASTING CONTEST**

### **A. General Guidelines**

1. Each division shall field a team of five (5) members for English and Filipino in secondary level who shall not be competing in any of the individual writing categories.
  - a. Scriptwriter – (1)
  - b. Anchor/s (not more than 2)
  - c. Report/s (not more than 3)
  - d. Producer/director who could also act as floor director.
  - e. Video graphics editor (1)
  - f. Video researcher/floor director/prod. Assistant – 1
  - g. Video journalist/camera man – 1

\*Note: Any of the team members can assume one or two positions/tasks as long as this would not be conflicting or awkward in relation to the outcome of the broadcast (example: an anchor can't be a reporter at the same time. But an anchor can also be a news or infomercial writer.)
2. The following materials and equipment will be brought by the team:
  - a. four laptops with one back-up laptop at least 10gb free space for video editing program (with uploading capacity)
  - b. two empty USB
  - c. digital camera/phone camera (without sim at most 2) which is compatible with the laptop for the downloading of media
  - d. at most three wired lapels
  - e. A4 bond paper and one printer with ink.
  - f. at most three broadband sticks/pocket wifi, one wireless router
  - g. extension cord
3. A 30-minute technical orientation will be held in the afternoon of April 28, 2023, for the director and video/graphics editor. Then, each team will be given 5 minutes to visit the mock broadcast room.
4. In getting the overall results for the best TV broadcast, accumulated points from the individual and group awards shall be considered.
5. The decision of the Board of Judges is final and irrevocable.
6. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

## **PRE-CONTEST**

1. Each will be required to bring only the following:
  - maximum of four (4) laptops with at least 10GB free space and a video editing program (with uploading capacity)
  - 2 empty USB flash drive
  - Maximum of 2 cameras/mobile phones (without sim) compatible with laptop
  - Maximum of 3 wired lapel microphones
  - A4 bond paper
  - 1 printer with ink
  - Extension cord

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, Division

e.g.,

TV Script Writing and Broadcasting – English – Secondary – Division\_\_\_\_\_

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

3. Checking and sealing of laptops shall be done on April 28, 2023 (until 5 PM only). Laptops shall be clear of stored documents 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 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**

1. The team shall have the following components in their script:
  - a. **Cover page:** This shall contain the group's name (mock TV network name)
  - b. **News Articles:** The RTWG will provide five sets of data (including

photos/videos/audio) in folders saved in a flash drive. The team may use all sets of data for their news reports. Each news script should indicate the corresponding video and/or audio component taken from the folders or produced during the actual contest.

c. **Infomercial/Developmental Communication:** The RTWG will provide two sets of data (including photos/videos/audio in folders saved in a flash drive. The team is required to produce one (1) infomercial or developmental communication plug. This shall be produced during the contest and should be related to the topic which will be given by the *judges*. The script should contain video and audio component.

d. **Field Report:** A live field report with or without canned video support shall be included in the production.

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

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

2. Four hours will be allotted for the preparation of the script, shooting, and editing of the videos, production of the infomercial rehearsals.
3. Once the scriptwriting contest has commenced, the contestants will no longer be allowed to leave the contest room. For personal necessity the proctor shall accompany them to the rest rooms.
4. Each team shall prepare four copies of the script: 3 copies for the judges and 1 copy for the team.
5. The cover page of the script shall contain the group's name (TV Network name) and the names of the members of the team with their respective roles (i.e., anchor, filed reporter, etc.).
6. The script should not bear any information that may identify the school or division.

## **B. TV BROADCAST SKILLS EXHIBITION**

1. Only one laptop is allowed inside the studio.
2. Other than the actual broadcast time, three minutes shall be allotted for the exit. In case of overtime, the following scheme of deductions shall be allowed:
  - 1 second – 20 seconds – 1 point
  - 21 seconds – 40 seconds – 2 points
  - 41 seconds – 60 seconds – 3 points
  - 61 seconds and above – 4 points
3. 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.
4. The TV broadcast must be delivered in six minutes.
5. All news reports shall be presented live. Only the OBB and CBB and infomercial is pre-recorded/pre-produced. Support videos/audios to be used for the live reports are either taken from the folders or produced on the day of the contest.

6. The timekeeper shall raise the green flaglet to signal the start of the presentation. A yellow flaglet shall be raised by the timekeeper toward 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.
7. In case of overtime or undertime, the following scheme of deductions shall be allowed:
  - 1 second – 20 seconds – 1 point
  - 21 seconds – 40 seconds – 2 points
  - 41 seconds – 60 seconds – 3 points
  - 61 seconds and above – 4 points
8. The timekeeper shall give the judges a copy of the record of the broadcast running time of each group. The record should indicate how many seconds/minutes each group went over/under time if they did.
9. The decision of the Board of Judges is **FINAL and IRREVOCABLE**.

Note: An appropriate venue will be provided for the viewing of the live feed of the presentation.

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

<b>1. Script – 30%</b>	<b>Total 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> </ul>	
<ul style="list-style-type: none"> <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>• Use simple, common language.</li> <li>• Uses appropriate voice (i.e., active voice or passive voice)</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>	
<ul style="list-style-type: none"> <li>•</li> </ul>	
<ul style="list-style-type: none"> <li>•</li> </ul>	

<b>2. Anchor - 12.5%</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> </ul> <p>Utilizes appropriate voice inflections to enhance meaning</p>	
<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>Total 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>• Projects a professional and credible personality</li> <li>• Demonstrates controlled facial expressions</li> </ul>	
<b>4. Technical Application - 25%</b>	<b>Total Score</b>
<b>Element Appropriation - 40%</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> </ul> Shows precise timing and synchronization	
<b>Relevance – 10%</b>	
Applies elements that contribute meaningfully to the overall broadcast presentation	
<b>5. Infomercial/DevCom Plug – 15%</b>	<b>Total 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>Total Score</b>
<b>Script – 30%</b>	
<b>Broadcast Presentation - 25%</b>	
<ul style="list-style-type: none"> <li>• Anchor – 12.5%</li> <li>• Reporter -12.5%</li> </ul>	
<b>Technical Application – 25%</b>	
<b>Infomercial/DevCom Plug – 15%</b>	
<b>Adherence to Time Allotment – 5%</b>	
<b>Total – 100%</b>	

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

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

- A. The School Paper Contest is open to Elementary and Secondary schools whose school papers belong to the top five (5) in the division.
- B. The top five (5) highest pointers both in English and Filipino shall be declared as best school papers in the region but the points of their ranking shall not be added to the determination of the overall best performing division. Consequently, the top performing SDOs in this will be recognized.
- C. Any School paper found to have copied and published texts, images and other materials without duly acknowledging their sources shall be disqualified in the contest.**
- D. If the school paper shall join again the following year and found to have committed the same offense, the following sanctions shall be applied:
- 1<sup>st</sup> Offense: A formal notification shall be sent to the Schools Division Superintendent who shall inform the concerned school principal. The SDS shall issue a written reprimand to the school paper adviser/s and the school principal. The school paper adviser shall undergo a refresher course on Plagiarism organized by the Division. The principal shall be asked to implement plans to teach their students about the ills of plagiarism and its consequences.
- 2<sup>nd</sup> Offense: Disqualification from the School Paper Contests for three (3) consecutive years.
- E. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- F. The school paper shall be submitted in PDF format.

Each division shall submit five (5) best entries per category which are composed of school papers in PDF. PDF entries must be submitted in the link provided.

School that will submit entries should include a Certificate of Circulation from the school principal noted by the Schools Division Superintendent that the printed or PDF school paper was widely circulated to at least two-thirds (2/3) of learners' population of the current school year. This certification should be included in the documents submitted to the Regional Office on or before April 24, 2023, before the regional judging of the school papers on April 25-27, 2023.

Schools that will submit PDF entries should include a certification from the parents' association, duly signed by the school principal, that no publication fee was collected from the students. This certification should be included in the documents submitted to the Regional Office before the regional judging of the school papers.

The Schools Division Superintendent shall then issue a Certificate of Endorsement stating that the printed regional entries for the School Paper Contest were widely circulated to at least two-thirds (2/3) of students' population of the current school year whether in print form or PDF.

The Regional Technical Working Group (RTWG) reserves the right to disqualify entries without Certificate of Endorsement from the Schools Division Superintendent.

- G. The different SECTIONS/CATEGORY to be judged for the school paper contests are as follows:
1. News Section/Pahinang Balita
  2. Editorial Section/Pahinang Editoryal
  3. Feature Section/Pahinang Lathalain
  4. Sports Section/Pahinang Pampalakasan
  5. Science & Technology Section/Pahinang Agham at Teknolohiya
  6. Layout and Page Design Category/Kategoryang Pag-aanyo at Disenyo ng Pahina
- H. The Technical Specifications for both Elementary and Secondary levels are as follows:
1. No of pages: minimum of 12 and maximum of 20  
News Section – at least 3  
Sports Section – at least 2  
Feature Section – at least 3  
Editorial Section – at least 2  
Science & Technology Section – at least 2
  2. Process: Offset/Digital
  3. Paper stock: Bookpaper or C2C 60GSM – 80 GSM
  4. Color: Front and back cover in full color  
Inside pages in black and white
  5. Size: 9"x 12" (Elementary)  
12"x 18" (Secondary)
- I. Each section will be judged according to the guidelines/criteria set for the section/category.
- J. Each division will submit ten (10) winners per section and for each medium (English and Filipino) to the Regional Office. The school paper in print and PDF entries should be properly sealed and labeled per section.
- K. Each division is required to submit the results of the evaluation of school paper contest per category and medium duly signed by the judges.
- L. The list of winning division entries should be duly endorsed by the Schools Division Superintendent to the Regional Office on or before the deadline.
- M. No school is allowed to submit their school paper entry/ies directly to the Regional Office.
- N. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.



**GENERAL GUIDELINES FOR THE SELECTION OF THE  
BEST SECTION AND LAYOUT A  
ND PAGE DESIGN CATEGORY**

**A. Editorial Section**

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

**B. News Section**

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

**C. Feature Section**

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

**D. Sports Section**

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

**E. Science and Technology Section**

1. The Science and Technology should have at least two (2) pages
2. The content may include health, environmental, scientific, technological and may include health, environmental, scientific, environmental, scientific, technological, and innovative stories written in news, feature, or scientific commentary style. This should also include the economic impact or 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 principle of layout and design.
2. The layout and page design category should include any or a combination of the following: balanced coverage/scope of stories about the community and school- based events, including those of international, national, and regional significance which document or are related to the school or its members' involvement and participation.
3. The layout and page design should include headlines, body text, cuts/captions, balance, harmony, and proportionable to length of articles and the entire page.
4. The decision of the Board of Judges is final and irrevocable

Enclosure No. 1j

**SCORE SHEET FOR THE NEWS SECTION**

<b>Form and Style</b>	<b>40%</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	
Use short and simple words	
Follows appropriate terms and style	
Uses appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
<b>Content</b>	<b>50%</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little athletic program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

### SCORE SHEET FOR THE FEATURES SECTION

<b>Form and Styles</b>	<b>40%</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	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
<b>Content</b>	<b>50%</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Reflects clear and logical thinking that makes the readers think	
Keeps to the minimum the number of articles/	
Covers relevant issues in school, region, national and even in the international level	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

### SCORE SHEET FOR EDITORIAL SECTION

<b>Form and Style</b>	<b>40%</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</b>	<b>50%</b>
Presents the stand of the staff regarding certain issues	
Utilizes facts from interviews, documents reviews, data analyses and other reliable sources	
Uses arguments that are supported by facts	
Reflects clear, logical thinking and challenges the readers' critical thinking	
Has an editorial cartoon that can stand on its own and conveys clean, good, humorous, and constructive criticism	
Columns cover a variety of relevant, youth-oriented subject matter	
Includes letters to the editor, columns, and exchanges	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politician	
Covers relevant issues in school, region, national and international scene	
Applies the principles of civic journalism	
Prioritizes school-related concerns rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant figures to bolster credibility of statements and/or narrative	
Includes opinion articles that are timely and interesting to read	
Balances factual details with those of the writers' perceptions	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR SCIENCE AND TECHNOLOGY SECTION**

<b>Technical</b>	<b>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	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs and tables 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</b>	<b>50%</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Use technical jargons to a minimum	
Includes stories that deal with environmental, scientific, technological, and innovative topics written in news, feature, and scientific commentary style.	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic program	
Cites facts such as scientific references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

**SCORE SHEET FOR THE SPORTS SECTION**

<b>Form and Style</b>	<b>40%</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	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Uses appropriate terms and lingo to report events	
Combines the proper amount of statistics to create a clear visual narrative of the actions	
Presents a distinct style of the section	
<b>Content</b>	<b>50%</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant sports issues in school, region, national and even in the international level	
Includes variety of local, national, and international sports article	
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	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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

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

<b>Form and Style</b>	<b>60%</b>
Manifests unity and coherence	
Has variety of articles that use catchy and appropriate headlines	
Includes stories that arranged in decreasing importance	
Utilizes relevant graphs, tables and sharp, property cropped and captioned pictures	
Presents distinct and stand-out style and format of the paper following the principles of layouting	
<b>Content</b>	<b>40%</b>
Utilizes headlines that are related to their leads	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Prioritized school-related materials rather that events that have little or no direct connection with the community's educational program	
Contains articles that are timely and interesting to read	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, and originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

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



**HOW TO COMPUTE FOR THE OVERALL STANDING**

1. To determine the top five winners in the individual and group categories for secondary/elementary level, the following point system shall be used:

Rank	Equivalent Point/s
First Place -	5 pts.
Second Place -	4 pts.
Third Place -	3 pts.
Fourth Place -	2 pts.
Fifth -	1 pts.

2. In case of ties within a category, the sum of raw scores shall serve as basis of the ranking.

\*Average score is the average score given by the judges.

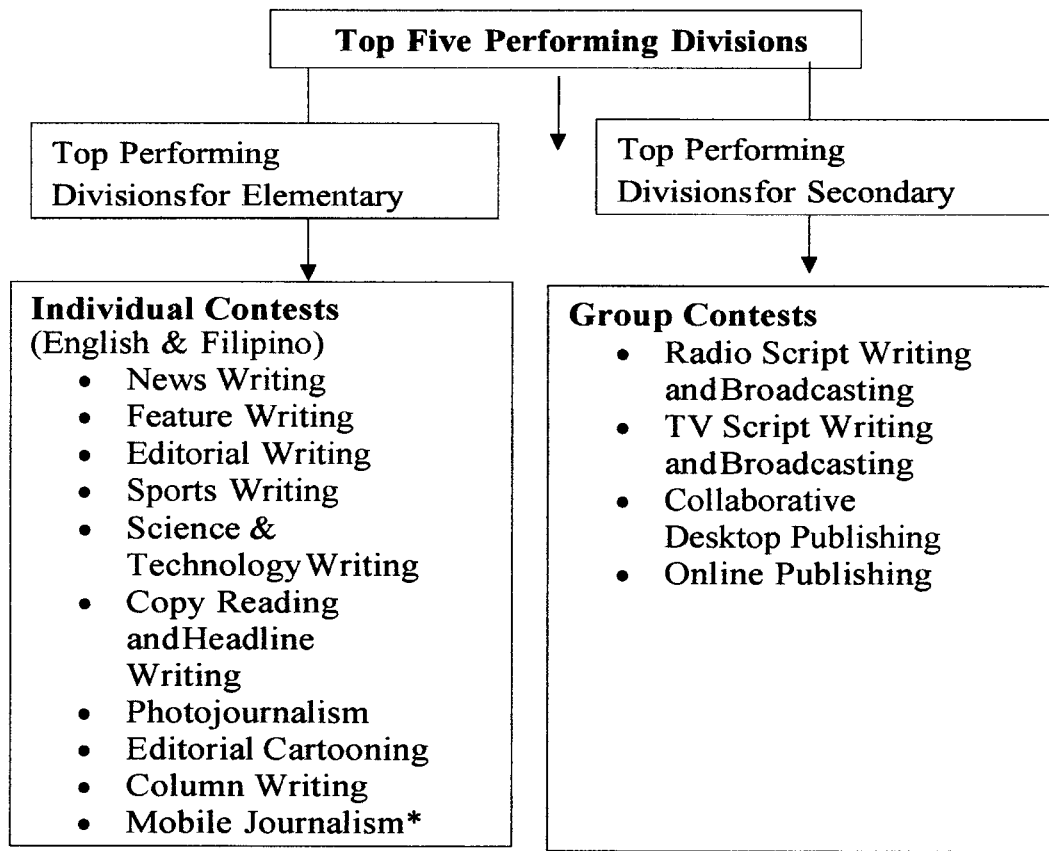
3. The sum of equivalent points in the individual category shall ranked and given the following equivalent point:

The following point system shall be used:

Rank	Equivalent Point/s
First Place -	17 pts.
Second Place -	16 pts.
Third Place -	15 points
.	
.	
.	
Seventeenth	1 pt.

The same scheme shall be done to group category.

4. The total equivalent points of the individual and group categories shall determine the ranking of the regions in elementary/secondary. Equivalent points in elementary and secondary shall be added and then ranked.
5. To determine the overall top five performing divisions, the equivalent points in elementary and secondary shall be added and then ranked.
6. In case of ties in the overall ranking or within the two levels (elementary and secondary), their raw scores earned in individual and group contests shall be added to determine the final ranking.
7. The overall top five performing divisions shall be announced and shall receive the plaques/trophies during the closing ce



*\*Exhibition only*

**CRITERIA FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISERS (SPA)  
& CAMPUS JOURNALISTS (CJ) ELEMENTARY/SECONDARY LEVELS**

**1. SEARCH FOR OUTSTANDING SPA**

Basic Qualification: Must have been a school paper adviser for at least (5) consecutive years, immediately prior to the search.

- A. Performance rating \_\_\_\_\_ 5 points  
Must have an average performance rating of not lower than Very Satisfactory (VS) for the past three (3) school years

**Descriptive rating**

96 - 100 – 5 points

91 - 95 - 4

SY 2021-2022

86 – 90 – 3

SY 2020-2021

80 – 85 – 2

SY 2019-2020

76 – 80% - 1

- B. Achievement in Journalism Contestants (for the past five years) 55%

**1. Individual Contests**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>
National Level	20	19	18	17	16	15	14
Regional Level	13	12	11	10	9	8	7
Division Level	6	5	4	3	2	1	1

**2. Group (School Paper) Contest**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>
National Level	20	19	18	17	16	15	14
Regional Level	13	12	11	10	9	8	7
Division Level	6	5	4	3	2	1	1

**3. Scriptwriting and Radio Broadcasting**

**a. Individual Awards**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>
National Level	10	9	8
Regional Level	7	6	5
Division Level	4	3	2

**b. Group Awards**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>
National Level	10	9	8
Regional Level	7	6	5
Division Level	4	3	2

**4. Collaborative Publishing**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>
National Level	10	9	8
Regional Level	7	6	5
Division Level	4	3	2

***(In the event that there are several wins, the highest rank shall be considered)***

<b>C. Leadership Related to Journalism .....</b>	<b>15 points</b>		
<b>Position</b>	<b>National</b>	<b>Regional</b>	<b>Division</b>
Association President	15	10	5
V-President/Asso. Pub Editor/EIC	10	5	3
Asst. Editor/Section Editor	5	3	1
Secretary/Treasurer/Other Positions	5	3	1
<b>D. Extension Service/Contribution to Journalism .....</b>	<b>5 points</b>		
<b>Services</b>	<b>National</b>	<b>Regional</b>	<b>Division</b>
Organizer/Trainer/Resource Speaker			
Committee Chairperson	10	7	4
Facilitator	7	4	2
Committee Membership	4	2	1
<b>E. Published Reading Materials and Articles Related to Journalism .....</b>	<b>5 points</b>		
Book/module on Journalism	5 pts.		
Articles	2 pts.		
<b>F. Scholarship/Awards Related to Journalism .....</b>	<b>5 points</b>		
<b>G. Panel Interview .....</b>	<b>5 points</b>		

**TOTAL: 100 Points**

(\* All documents/Certifications duly signed by the concerned authorities)

**2. SEARCH FOR OUTSTANDING CAMPUS JOURNALISTS**

Basic Qualification: Must be an elementary pupil/secondary student who is actively involved in campus journalism for the last two years.

**A. Academic Standing (preceding school years) ..... 15 pts**

<b>Rank</b>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup> -10 <sup>th</sup>
<b>Points</b>	15	10	5	3

**B. Achievement in Journalism ..... 50 points**

**1. Individual Contest**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>
National Level	20	19	18	17	16	15	14
Regional Level	13	12	11	10	9	8	7
Division Level	6	5	4	3	2	1	1

**2. Radio Broadcasting ..... 20 points**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>
National Level	20	18	16	14	12
Regional Level	10	9	8	7	6
Division Level	5	4	3	2	1

**3. Collaborative Publishing ..... 10 points**

	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>
National Level	20	18	16	14	12
Regional Level	10	9	8	7	6
Division Level	5	4	3	2	1

(\* A contestant shall earn corresponding points for every year that he/she has won in any level. Participation to the NSPC will earn an additional three points every year)

**C. Leadership ..... 20 points**

<b>Position</b>	<b>National</b>	<b>Regional</b>	<b>Division</b>
President	20	17	15
V-President	15	12	8
Asst. Publication Editor	10	8	1
Secretary/Treasurer/Other Positions	7	5	3

**School Paper:**

Editor in Chief	- 10
Associate Editor	- 7
Section Editor	- 5
Writer/Contributor/others	- 2

(\* A pupil shall earn points for every position held at every level. An additional two points will be given for every school year. Officership can be from a recognized DepEd journalism and media organization.)

**D. Community Extension Services Related to Journalism ... 10 points**

<b>Services</b>	<b>National</b>	<b>Regional</b>	<b>Division</b>
<b>Committee Chairperson</b>	<b>10</b>	<b>8</b>	<b>6</b>
<b>Facilitator</b>	<b>8</b>	<b>6</b>	<b>4</b>
<b>Committee Membership/Trainings, Activities, Attended/ Articles Written</b>	<b>6</b>	<b>4</b>	<b>2</b>

**E. Interview ..... 5 points**

**TOTAL: 100 Points**

(\* All Documents/Certifications duly signed by the concerned authorities.)