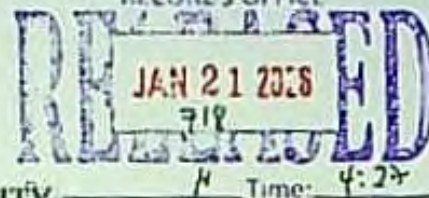




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SCHOOLS DIVISION OFFICE DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE



Office of the Schools Division Superintendent

January 20, 2026

Division Memorandum No. 57, s. 2026

CONDUCT OF 2026 DIVISION SCHOOLS PRESS CONFERENCE (DSPC)

To : Assistant Schools Division Superintendent
Chief Education Supervisor - CID
Chief Education Supervisor - SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
AESPAD/ASSPAD Officers
School Paper Advisers in Public and Private Schools
All Others Concerned

1. Pursuant to RA 7079 otherwise known as the **Campus Journalism Act of 1991**, the Schools Division Office of Dagupan City through the Curriculum Implementation Division (CID) announces the conduct of the **Division Schools Press Conference SY 2025-2026** with the theme, **"Media for Inclusion: Promoting Diversity, Equity, and Integrity through Campus Journalism"** on **February 9-11, 2026** at **St. John's Cathedral School, Incorporated** as the host school.
2. The Conference aims to:
 - a. exhibit a profound comprehension of journalism by adeptly demonstrating skills across various platforms, encompassing print, broadcast, and online media;
 - b. recognize the role of journalism in advocating media for inclusion that promotes diversity, equity, and integrity through campus journalism;
 - c. promote the principled and ethical utilization of media, emphasizing these practices as fundamental principles of responsible journalism;
 - d. foster camaraderie and enrich learning experiences through healthy and friendly competitions;
 - e. provide learners opportunities to use the skills learned in campus journalism for their future careers.



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3. The DSPC events shall include the following:

Individual Contest (English and Filipino)	Group Contest	School Paper Category	Most Outstanding Campus Journalists and School Paper Advisers
1. News Writing 2. Features Writing 3. Editorial Writing 4. Sports Writing 5. Copyreading and Headline Writing 6. Science and Technology Writing 7. Photojournalism 8. Editorial Cartooning 9. Column Writing	1. Radio Script Writing and Broadcasting Contest (English and Filipino, elementary & secondary) 2. Collaborative Desktop Publishing Contest (English and Filipino, elementary and secondary) 3. Online Publishing Contest (English and Filipino, secondary only) 4. TV Script Writing and Broadcasting Contests (English and Filipino, secondary only) 5. Mobile Journalism (MoJo) for Exhibition Only	1. News Section / Pahinang Balita 2. Features Section / Pahinang Lathalaing 3. Editorial Section / Pahinang Editorial 4. Science and Technology Section / Pahinang Agham at Teknolohiya 5. Sports Section / Pahinang Pampalakasan 6. Layout and Page Design / Pag-aanyo at Disenyo ng Pahina	1. School Paper Journalist (Elementary and Secondary) 2. School Paper Adviser (Elementary and Secondary)



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4. All learners at the private and public elementary and secondary levels (both junior and senior high school) are eligible to join the contests. A campus journalist can participate in only one (1), either in an individual or group category. Hence, the **One Child, One Contest Policy** shall be strictly implemented. NO transferring of student-contestants from one event to another once officially registered.
5. For the DSPC, the **top five (5) winners in all individual events** and **top three (3) winners in all group contests** shall be recognized. For the school paper, **only the top five (5) best school papers per section per category** shall be awarded. But only the top five (5) overall best school papers per medium in elementary and secondary will advance in the RSPC and be allowed to submit the printed copies of their school papers. Only the accumulated points from individual and group contests shall be included in the computation of the overall scores.
6. The participants eligible for the RSPC are the following:

Individual Categories	Top 3 division winners per medium per category
Group Categories	1 team per medium composed of 7 members for radio and tv broadcasting and collaborative desktop publishing; 5 members for Online Publishing
School Paper Category	Top 5 Overall Best School Papers per medium per category

7. For mobile journalism, this will remain an exhibition event only without an official competition. Each participating school can be represented by two (2) pairs of secondary level campus journalists, one (1) pair for English and one (1) pair for Filipino.



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8. The following is the timeline of activities for the conduct of DSPC:

Date /Time	Activities	Venue	Important Reminders
January 19-23, 2026	Online Registration	N/A	Ensure all student-participants are officially registered until 12mn of January 23. Please click this link and register: https://tinyurl.com/2026DSPCRegistration . This online registration shall determine the total number of participants in every event.
January 26 (8-5pm)	Onsite Registration	New SDO Building 4 th Floor	Submit the official and complete list of student-journalists per event using the template in Enclosure 5. Onsite registration for all private elementary and secondary schools will be in the morning from 8am-12nn while all public elementary and secondary schools shall be from 1-5pm only. If there are last-minute changes in the list of contestants, a justification/ certification duly signed by the School Head shall be submitted Strictly no changing of participants once successfully registered. Last minute changes will not be honored
January 27 (3-5pm)	Meeting of AESPAD and ASSPAD	Division Training Center	All officers both outgoing and incoming are encouraged to attend the meeting for the preparation of the conduct of the DSPC event.
January 31 (until 12MN)	Submission of School Papers	N/A	School Publication entries should be uploaded to a link provided by the TWG. https://tinyurl.com/2026SchoolPaper



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			Follow the naming of file: (School_Name of Paper_English_Elementary) (School_Name of Paper_Filipino_Elementary) (School_Name of Paper_English_Secondary) (School_Name of Paper_Filipino_Secondary) "No School Paper, No Student-Contestant Policy" shall be implemented. Official School Paper Entries in portable document format (PDF) duly endorsed by the School Principal
February 5 (3-5pm)	Meeting of TWG, Host School, and Contest Administrators, Facilitators, committee members	Division Training Center	All persons concerned in the conduct of DSPC 2026 are encouraged to attend the meeting to discuss the guidelines of various contests.
February 6	Technical Orientation Sealing and Checking of Laptops and Devices	Division Training Center	For Radio and Tv Scriptwriting and Broadcasting, technical orientation at St. John's Cathedral School is from 8-5pm for the sound directors/specialists and video/graphics editors before sealing the gadgets. Each team will be given 15 minutes per medium to visit the mock broadcast room for familiarization. Sealing and checking of laptops and devices for Private elementary and secondary schools is from 8am-12nn while public elementary and secondary schools is slated from 1-5pm. For the inspection and sealing, each school must submit a certification signed by the School Head confirming that all devices have been cleared of documents or files in compliance with guidelines.



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			If prohibited or stored files are found, the device will be disqualified from use.
February 6 (8-5pm)	Submission of Pertinent Papers	Division Training Center	Interested Applicants for Most Outstanding School Paper Advisers (MOSPA) and Most Outstanding Campus Journalists (MOCJ) shall submit their pertinent papers at the Records Section of SDO Dagupan City until 5pm only. Please see Enclosure 11 for the specific details.
February 9-11	2026 Division Schools Press Conference		

9. There will be a registration and a membership fee of **four hundred pesos only (P400.00)** for elementary participants and **five-hundred pesos only (P500.00)** for secondary participants. The registration fee shall defray expenses incurred for the honoraria, meals, contest materials, tarpaulins, medals, plaques, certificates, and other necessary items essential to the conduct of the event. In the same manner, there will also be a registration fee of **one hundred pesos only (P100.00)** for the school publication entries. Moreover, a membership fee of **sixty pesos (P60.00) only** for school paper advisers shall be collected on the day of registration.
10. Members of the Committee on Registration and the AESPAD Treasurer, Ms. Daisy Jane Sapiera, are requested to facilitate the onsite registration on January 26, from 8-5PM. Please refer to Enclosure No. 2.
11. Recognizing and respecting Intellectual Property Rights, the SDO-Dagupan City adheres to the rules concerning plagiarism. DepEd reiterates its stand to disqualify school papers found to have copied and published texts, graphics, and other materials without acknowledging their sources. Any form of plagiarism in all competitions as proven by the board of judges shall be ground for disqualification. This disqualification covers all sections of the school paper.

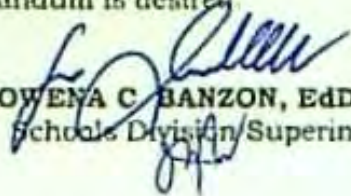


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12. Meals, snacks, and travelling expenses of contestants and their coaches shall be charged against school MOOE/local fund/school campus journalism fund, whichever is applicable, subject to the usual government accounting and auditing rules and regulations.
13. All participants in the individual categories only and their school paper advisers must attend the opening and awarding ceremony. All SPAs shall secure parent's consent for the learner-participants.
14. For questions and clarifications, you may contact Dr. Dennis A. Solis, ASSPAD President, Dr. Alejandra Palaganas, AESPAD President, Dr. Gemma M. Erfelo, EPS – Filipino, and Dr. Agnes B. Royulada, EPS – English.
15. Immediate dissemination of this Memorandum is desired.


ROWENA C. BANZON, EdD, CESO V
Schools Division Superintendent

References: DepEd Order (Nos. O44, O34 and 001, s.2022; and O21, s. 2019)
RM 1421, s. 2024; RM 1314 s.2024; RM 191, s.2025; RM 166, s. 2025
To be indicated in the Perpetual Index under the following subjects:
PRESS CONFERENCE
CAMPUS JOURNALISM
FREE PRESS
PRESS FREEDOM

Enclosure No. 1. Timeline of Events and Venues

SCHEDULE OF ACTIVITIES



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Enclosure No. 1. Timeline of Events and Venues

**SCHEDULE OF ACTIVITIES
FEBRUARY 9, 2026 / DAY 1
(INDIVIDUAL CONTESTS)**

DATE	TIME	ACTIVITY	VENUE
February 9, 2026	8:00am- 10:00am	Opening Ceremony	St. John's Cathedral Gymnasium
February 9, 2026	11:00am - 12:30pm	Newswriting - Elementary	Room 1
		Pagsulat ng Balita - Elementary	Room 2
		Newswriting - Secondary	Room 3
		Pagsulat ng Balita - Secondary	Room 4
February 9, 2026	11:00am - 12:30pm	Editorial Writing - Elementary	Room 5
		Pagsulat ng Editoriyal - Elementary	Room 6
		Editorial Writing - Secondary	Room 7
		Pagsulat ng Editoriyal - Secondary	Room 8
February 9, 2026	11:00am - 12:30pm	Copyreading and Headlining - Elementary	Room 9
		Pagwawasto ng Sipi at Pag-uulo ng Balita - Elementary	Room 10
		Copyreading and Headlining - Secondary	Room 11
		Pagwawasto ng Sipi at Pag-uulo ng Balita - Secondary	Room 12



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February 9, 2026	11:00 - 12:30pm	Feature Writing - Elementary	Room 13
		Pagsulat ng Lathalain - Elementary	Room 14
		Feature Writing - Secondary	Room 15
		Pagsulat ng Lathalain - Secondary	Room 16
February 9, 2026	11:00 - 12:30pm	Column Writing - Elementary	Room 17
		Pagsulat ng Kolum - Elementary	Room 18
		Column Writing - Secondary	Room 19
		Pagsulat ng Kolum - Secondary	Room 20
February 9, 2026	1:00 - 2:00pm (Sports Coverage)	Sports Writing - Elementary	Room 1
		Pagsulat ng Balitang Pampalakasan - Elementary	Room 2
	2:30 - 3:30pm (Contest Proper)	Sports Writing - Secondary	Room 3
		Pagsulat ng Balitang Pampalakasan - Secondary	Room 4
February 9, 2026	1:00 - 2:30pm	Editorial Cartooning - Elementary	Room 5
		Pagguhit ng Kartung Editorial - Elementary	Room 6
		Editorial Cartooning - Secondary	Room 7
		Pagguhit ng Kartung Editorial - Secondary	Room 8
February 9, 2026	1:00 - 2:00pm (Field Shoot)	Photojournalism - Elementary	Room 9



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	2:30 - 3:30pm (Contest Proper)	Pagkuha ng Larawang Pampahayagan - Elementary	Room 10
		Photojournalism - Secondary	Room 11
		Pagkuha ng Larawang Pampahayagan - Secondary	Room 12
February 9, 2026	1:00 - 2:30pm	Science and Technology Writing - Elementary	Room 13
		Pagsulat ng Akdang Pang-Agham at Teknolohiya - Elementary	Room 14
		Science and Technology Writing - Secondary	Room 15
		Pagsulat ng Akdang Pang-Agham at Teknolohiya - Secondary	Room 16
February 9, 2026	11:00 - 12:00nn (Mini Presscon at Open Gym)	Mobile Journalism - English	Room 17
	1:00 - 4:00pm (Contest Proper)	Mobile Journalism - Filipino	Room 18



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DAY 2
(GROUP CONTESTS)

DATE	TIME	ACTIVITY	VENUE
February 10, 2026	7:00am - 8:00am	General Orientation and Briefing of Radio Broad Participants	St. John's Quadrangle
Contest Proper for Radio Broad			
February 10, 2026	8:30 - 10:30am (2 hours)	Contest Proper for Radio Broad (Elementary)	Room 1 (English Group - Elementary) <i>2 Teams per room</i>
			Room 2 (English Group - Elementary) <i>2 Teams per room</i>
			Rooms 3 (Filipino Group - Elementary) <i>2 Teams per room</i>
			Rooms 4 (Filipino Group - Elementary) <i>2 Teams per room</i>
February 10, 2026	8:30 - 10:30am (2 hours)	Contest Proper for Radio Broad (Secondary)	Rooms 5 - 10 (English Group - Secondary) <i>2 Teams per room</i>
			Rooms 11 - 16 (Filipino Group - Secondary) <i>2 Teams per room</i>
February 10, 2026	11:00am - onwards	Presentation Proper for Radio Broadcasting	Mock Broadcast Room



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DAY 2
(CONTINUATION OF GROUP CONTESTS)

Contest Proper for Online Publishing			
February 10, 2026	8:00 – 9:00am	Orientation and Briefing of Online Publishing Participants	St. John's Cathedral Gymnasium
	10:00 – 11:00am	Mini-Presscon	St. John's Cathedral Gymnasium
	11:30am – 3:30pm (4 hours)	Contest Proper For Online Publishing	Rooms 17 - 19 (English Group – HS) <i>2 Teams per room</i> Rooms 20 - 22 (Filipino Group – HS) <i>2 Teams per room</i>
	4:00pm onwards	Submission and Judging of Outputs	Judge's Room
Contest Proper for Collaborative Desktop Publishing			
February 10, 2026	8:00 – 9:00am	Orientation and Briefing of Collaborative Desktop Publishing Participants	St. John's Cathedral Gymnasium
	10:00 – 11:00am	Mini-Presscon	St. John's Cathedral Gymnasium



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	11:30am-3:30pm (4 hours)	Contest Proper for Collaborative Desktop Publishing	Rooms 23 - 24 (English Group - Elementary)
			Rooms 25 - 26 (Filipino Group - Elementary)
			Rooms 27 - 31 (English Group - HS)
			Rooms 32 - 36 (Filipino Group - HS)
February 10, 2026	4:00pm onwards	Submission and Judging of Outputs	Judge's Room

DAY 2
(GROUP CONTESTS)

DATE	TIME	ACTIVITY	VENUE
February 10, 2026	7:00am - 8:00am	General Orientation and Briefing of TV Broad Participants	St. John's Cathedral AVR
Contest Proper for TV Broad			
February 10, 2026	8:30 - 12:30pm (4 hours)	Contest Proper for TV Broad (Secondary)	Room 1 (English Group) 1 Team per room
			Room 2 (English Group) 1 Team per room
			Room 3 (English Group)



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			1 Team per room 2 Teams per room
			Room 4 (English Group) 1 Team per room
February 10, 2026	8:30 - 12:30pm (4 hours)	Contest Proper for TV Broad (Secondary)	Rooms 5 (Filipino Group) 1 Team per room
			Rooms 6 (Filipino Group) 1 Team per room
			Rooms 7 (Filipino Group) 1 Team per room
			Rooms 8 (Filipino Group) 1 Team per room
February 10, 2026	1:30pm - onwards	Presentation Proper for TV Broadcasting	Mock Broadcast Room

HOLDING AREA FOR TV BROADCASTING TEAM

ROOM 9	Holding Area for Anchors
ROOM 10	Holding Area for Field Reporters (Live Report)
ROOM 11	Holding Area for Directors
ROOM 12	Holding Area for Technical Directors
ROOM 13	Holding Area for Other Reporters

DAY 3

AWARDING CEREMONY @ 1PM



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Enclosure No. 2. Technical Working Group and Committee

TECHNICAL WORKING GROUP

ROWENA C. BANZON, EdD, CESO V
Schools Division Superintendent

ANA LIZA M. CHAN, CESE
Assistant Schools Division Superintendent

MARIA LINDA R. VENTENILLA
CID - Chief Supervisor

EDILBERTO R. ABALOS, EdD
SGOD - Chief Supervisor

GEMMA M. ERFELO, EdD
EPS - Filipino

AGNES B. ROYULADA, EdD
EPS - English

DENNIS A. SOLIS, PhD
ASSPAD President

ALEJANDRA M. PALAGANAS, EdD
AESPAD President

COMMITTEE

Committee on Registration

Chairman: Minafe G. Gabiola
Co-Chair: Mariebil Q. Balolong
Noralyn D. Navalta
Members: Jeneffer B. Chung
Catherine D. Fruelda

Committee on Certificates

Chairman: Princess C. Fernandez
Co-chair: Romelita B. Dela Cruz
Mylene C. Boquiren
Members: Gilda P. Cruz
Maureen C. Seco

Committee on Program & Invitation

Chairpersons: Daisy Jane L. Sapiera
Rose Ann C. Decano
Co-Chair: Hannibal V. Luna
Members: Peter Vincent V. Quetulio
Shelamie L. Ayala

Committee on Food & Refreshment

Chairpersons: Leonilda Q. Gotos
Co-chair: Marjorie R. Cervantes
Members: Marry Airra A. Aquino
Tricia Mae D. Resuello



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Committee on Physical Arrangement and Stage Decoration

Chairman: Herbert R. Perez and Filemon C. Rivo

Co-Chair: Noriel P. Escano

Member: Erwin G. Mamorno

Committee on Documentation

Chairman: Anthony Romnick B. Junio and Adam D. Decano

Co-chair: Michelle M. Felstead

Member: Joshua Bileg

Committee on Creative Publication, IDs and Media Production

Chairman: Von Austin L. Cornel

Co-Chair: Von Erick Bernal

Member: Denson D. Padlan

Committee on Tabulation

Chairman: Ronnie G. Bonao

Co-Chair: Jaime C. Siapno

Members:

Agnes Caliedan

Balbino Nicolas Jr.

Mary Jean L. Siapno

Adelfo Malanum

Katherine S. Meneses

Committee on Sealing and Checking of Gadgets

Chairman: Reynante Infante

Co-Chair: Lemuel Dino Visperas

Members: Marc T. Carrera

Kenneth Z. Mangaring

Committee on Contest Materials

Chairman: Romelita B. Dela Cruz

Co-Chair: Joane Custodio

Members: Mylene C. Boquiren

Melody G. Trinidad

Rowena A. Doria



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Enclosure No. 3. Official Names of AESPAD and ASSPAD Officers

Association of Elementary School Paper Advisers (AESPAD)

SY. 2025-2026

President	:	Alejandra M. Palaganas (Pantal ES)
Internal Vice-President	:	Minafe G. Gabiola (North Central ES)
External Vice-President	:	Peter Vincent V. Quetulio (SAGS)
Secretary	:	Mariebil Q. Balolong (Caranglaan ES)
Sub-Secretary	:	Lilian S. Tandoc (Lucas ES)
Treasurer	:	Daisy Jane L. Sapiera (Salapingao ES)
Sub-Treasurer	:	Helen G. Cariño (WCES II)
Auditor	:	Ma. Cecilia V. Torio (FNCIS)
PIO	:	Von Austin L. Cornel (Salapingao ES)
	:	Marjorie R. Cervantes (Pugaro IS)
Business Managers	:	Gilda P. Dela Cruz (LFMES)
	:	Noriel P. Escano (Pantal ES)

Association of Secondary School Paper Advisers (AESPAD)

SY. 2025-2026

President	:	Dennis A. Solis (DCNHS)
Internal Vice-President	:	Herbert R. Perez (DCNHS)
External Vice-President	:	Linda B. Manalad (Dominican School)
Secretary	:	Filemon C. Rivo (BBNHS)
Sub-Secretary	:	Rose Ann C. Decano (DCNHS)
Treasurer	:	Anthony Romnick B. Junio (DCNHS)
Auditor	:	Leonilda Q. Gotos (Salapingao ES)
PIO	:	Adam D. Decano (DCNHS)
	:	Tricia Mae D. Resuello (DCNHS)
Business Managers	:	Romelita B. Dela Cruz (FNCIS)
	:	Princess C. Fernandez (FNCIS)
	:	Michelle M. Felstead (BBNHS)

Association of Elementary School Paper Advisers (AESPAD) Officers

SY 2026-2027

President	:	Alejandra M. Palaganas (Pantal ES)
Internal Vice-President	:	Daisy Jane L. Sapiera (Salapingao ES)
External Vice-President	:	Peter Vincent V. Quetulio (SAGS)
Secretary	:	Joane C. Custodio (Lasip Grande ES)
Sub-Secretary	:	Mary Airra A. Aquino (Mamalingling ES)
Treasurer	:	Rowena A. Doria (Victoria Q. Zarate ES)



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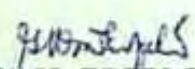
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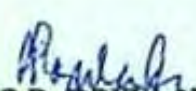
Auditor	:	Noralyn D. Navalta (West Central 1 ES)
PIO	:	Catherine D. Fructida (Carael ES) Melody G. Trinidad (Victoria Q. Zarate ES)
Business Managers	:	Maureen C. Seco (BBES) Shelamie L. Ayala (Malued ES)
Ex-Officios	:	Minafe G. Gabiola (North Central ES) Maricbil Q. Balolong (Caranglaan ES)

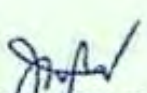
Association of Secondary School Paper Advisers (AESPAD) Officers
SY 2026-2027

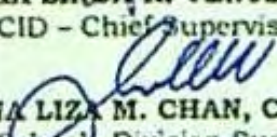
President	:	Hannibal V. Luna (DCNHS)
Internal Vice-President	:	Michelle M. Felstead (BBNHS)
External Vice-President	:	Rhea L. Esteban (St. John's CS)
Secretary	:	Denson D. Padlan (DCNHS)
Sub-Secretary	:	Joshua Bileg (ECIS)
Treasurer	:	Catherine U. Paras (BBNHS)
Auditor	:	Erwin G. Mamorno (DCNHS)
PIO	:	Von Erick M. Bernal (Kingfisher) Tricia Mae D. Resuello (DCNHS)
Business Managers	:	Mylene C. Boquiren (ECIS) Jeneffer D. Chung (BBNHS)
Ex-Officios	:	Dennis A. Solis (DCNHS) Herbert R. Perez (DCNHS) Linda B. Manalad (Dominican School)

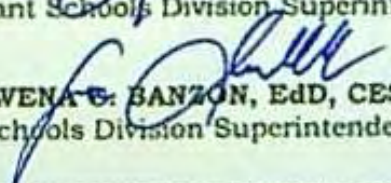
Consultants


GEMMA M. ERBELES, EdD
 EPS - Filipino


AGNES B. ROYULADA, EdD
 EPS - English


MARIA LINDA R. VENTENILLA
 CID - Chief Supervisor


ANA LIZA M. CHAN, CESE
 Assistant Schools Division Superintendent


ROWENA G. BANZON, EdD, CESO V
 Schools Division Superintendent



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Enclosure 4: Contest Administrators and Technical Facilitators

DATE	TIME	ACTIVITY	CONTEST ADMINISTRATOR	TECHNICAL FACILITATOR
February 9	11:00am - 12:30pm	Newswriting - Elementary	Alma T. Acierto	2 SJCS Faculty
		Pagsulat ng Balita - Elementary	Leonilda Q. Gotos	
		Newswriting - Secondary	Rochelle Aquino	2 SJCS Faculty
		Pagsulat ng Balita - Secondary	Jacqueline Ibasan	
February 9	11:00am - 12:30pm	Editorial Writing - Elementary	Joy U. Ceralde	2 SJCS Faculty
		Pagsulat ng Editorial - Elementary	Merlinda Mariado	
		Editorial Writing - Secondary	Renato Santillan	2 SJCS Faculty
		Pagsulat ng Editorial - Secondary	Alvin Bautista	
February 9	11:00am - 12:30pm	Copyreading and Headlining - Elementary	Myrna S. Peralta	2 SJCS Faculty
		Pagwawasto ng Sipi at Pag-uulo ng Balita - Elementary	Hannibal V. Luna	
		Copyreading and Headlining - Secondary	Verena Bautista	2 SJCS Faculty
		Pagwawasto ng Sipi at Pag-uulo ng Balita - Secondary	Cindy Gano	
February 9	11:00 - 12:30pm	Feature Writing - Elementary	Alfred De Vera	2 SJCS Faculty
		Pagsulat ng Lathalain - Elementary	Sheila Marie F. De Vera	



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		Feature Writing - Secondary	Jennifer Pulido	2 SJCS Faculty
		Pagsulat ng Lathalaing - Secondary	Marisel Gatchalian	
February 9	11:00 - 12:30pm	Column Writing - Elementary	Tricia Mae D. Resuello	2 SJCS Faculty
		Pagsulat ng Kolum - Elementary	Denson Padlan	
		Column Writing - Secondary	Gary Desoloc	2 SJCS Faculty
		Pagsulat ng Kolum - Secondary	Marnelli Sonza	
February 9	1:00 - 2:00pm (Sports Coverage)	Sports Writing - Elementary	Filemon Rivo	2 SJCS Faculty
		Pagsulat ng Balitang Pampalakasan - Elementary	Herbert Perez	
	2:30 - 3:30pm (Contest Proper)	Sports Writing - Secondary	Ronel Salazar	2 SJCS Faculty
		Pagsulat ng Balitang Pampalakasan - Secondary	Elmer Amansec	
February 9	1:00 - 2:30pm	Editorial Cartooning - Elementary	Michelle M. Felstead	2 SJCS Faculty
		Pagguhit ng Kartung Editorial - Elementary	Marvin C. De Vera	
		Editorial Cartooning - Secondary	Marilou G. Taminaya	2 SJCS Faculty
		Pagguhit ng Kartung Editorial -Secondary	Jose Taparo	
February 9	1:00 - 2:00pm (Field Shoot)	Photojournalism- Elementary	Princess C. Fernandez	2 SJCS Faculty
		Pagkuha ng Larawang Pampahayagan - Elementary	Lemuel Dino Visperas	



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	2:30 – 3:30pm (Contest Proper)	Photojournalism – Secondary	Mary Ann Carrera	2 SJCS Faculty
		Pagkuha ng Larawang Pampahayagan – Secondary	Jonathan Salazar	
February 9	1:00 – 2:30pm	Science and Technology Writing – Elementary	Virginia M. Dela Rosa	2 SJCS Faculty
		Pagsulat ng Akdang Pang-Agham at Teknolohiya – Elementary	Romelita Dela Cruz	
		Science and Technology Writing – Secondary	Kristine S. De Guzman	2 SJCS Faculty
		Pagsulat ng Akdang Pang-Agham at Teknolohiya – Secondary	Dean Daryl Canete	
February 9	11:00 – 12:00nn (Mini Presscon at Open Gym)	Mobile Journalism – English	Mariebil Balolong	2 SJCS Faculty
	1:00 – 4:00pm (Contest Proper)	Mobile Journalism – Filipino	Minafe Gabiola	



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DAY 2
(GROUP CONTESTS)
FEBRUARY 10, 2026

DATE	TIME	ACTIVITY	CONTEST ADMINISTRATOR	TECHNICAL FACILITATOR
RADIO SCRIPTWRITING AND BROADCASTING				
February 10	8:30 - 10:30am (2 hours)	Radio Scriptwriting and Broadcasting (Elementary)	Marconi Taroma Rodante Llamas Agape Nabua Filemon Rivo John Paul Chico Marvin De Vera	4 SJCS Faculty
February 10	8:30 - 10:30am (2 hours)	Radio Scriptwriting and Broadcasting (Secondary)	Shezydec Agas Reymond Villare Imelda Infante Mary Ann Carrera John Silvester A. Alipio Editha Luna	4 SJCS Faculty
February 10	11:00am - onwards	Presentation Proper for Radio Broadcasting	All Contest Administrators	4 SJCS Faculty



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DAY 2
(GROUP CONTESTS)
FEBRUARY 10, 2026

DATE	TIME	ACTIVITY	CONTEST ADMINISTRATOR	TECHNICAL FACILITATOR
COLLABORATIVE DESKTOP PUBLISHING				
February 10	8:00 – 9:00am	Orientation of Participants	Hazel Z. Dolor	2 SJCS Faculty
	10:00 – 11:00am	Mini-PressCon and Live Sports	Conchita P. David	
	11:30am-3:30pm (4 hours)	Collaborative Desktop Publishing (Elementary – English and Filipino)	Rowella L. Arenas	
February 10	9:00 – 10:00am	Orientation of Participants	Von Austin Cornel	4 SJCS Faculty
	10:00 – 11:00am	Mini-PressCon and Live Sports	Nizza Irene Guieb	
	11:30am-3:30pm (4 hours)	Collaborative Desktop Publishing (Secondary – English and Filipino)	Lilian Tandoc	



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DAY 2
(GROUP CONTESTS)
FEBRUARY 10, 2026

DATE	TIME	ACTIVITY	CONTEST ADMINISTRATOR	TECHNICAL FACILITATOR
ONLINE PUBLISHING				
February 10	8:00 – 9:00am	Orientation of Participants	Kristine S. De Guzman	4 SJCS Faculty
	10:00 – 11:00am	Mini-PressCon	Ma. Rita Teresa V. Riñoza	
	11:30am – 4:30pm (5 hours Contest Proper)	Online Publishing Secondary - English	Joane C. Custodio	
February 10	9:00 – 10:00am	Orientation of Participants	Marjorie R. Cervantes	4 SJCS Faculty
	10:00 – 11:00am	Mini-PressCon	Lilian S. Tandoc	
	11:30am – 4:30pm (5 hours)	Online Publishing Secondary - Filipino	Noriel P. Escano	



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DAY 3
(GROUP CONTESTS)
FEBRUARY 10, 2026

DATE	TIME	ACTIVITY	CONTEST ADMINISTRATOR	TECHNICAL FACILITATOR
TV SCRIPTWRITING AND BROADCASTING				
February 10	8:30 - 12:30pm (4 hours)	TV Scriptwriting and Broadcasting - English	Jennifer Festejo Rochelle Aquino Medario De Leon Jonathan Salazar	4 SJCS Faculty
February 10	8:30 - 12:30pm (4 hours)	TV Scriptwriting and Broadcasting - Filipino	Helen G. Carino Gilda P. Dela Cruz Bernardita Azurin Dean Daryl Canete	4 SJCS Faculty
February 10	1:00pm - onwards	Presentation Proper for TV Broadcasting	All Contest Administrators	4 SJCS Faculty



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Enclosure No. 5: Template for Official Student Contestants and School Paper Entries

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

A. The List of Three Division Entries for School Paper per Section/Category
 SDO: _____ Section/Category: _____

	School Paper	School Paper Adviser/s	School	School Head
1				
2				
3				

B. List of Contestants for the Individual Categories

Elementary Level

SDO: _____ Category: _____ Medium: _____

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

Secondary Level

SDO: _____ Category: _____ Medium: _____

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



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C. List of Contestants for the Radio Script Writing and

Broadcasting Elementary Level

SDO: _____ Medium: _____

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

Secondary Level

SDO: _____ Medium: _____

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



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A. List of Contestants for the Collaborative Desktop

Publishing Elementary Level

SDO: _____ Medium: _____

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

Secondary Level

SDO: _____ Medium: _____

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

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

SDO: _____ Medium: _____

	Complete Name of Student	Gender	Role/ Assigned Task	School	Team Coach



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1					
2					
3					
4					
5					

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

SDO: _____ Medium: _____

	Complete Name of Student	Gender	Role/ Assigned Task (indicate the contestants who have dual roles)	School	Division	Team Coach
1						
2						
3						
4						
5						

Head, SDO Delegation Team
Signature over Printed Name



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Enclosure No. 6 Guidelines for Individual Writing Contests

**REVISED 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), in English or in Filipino for the school year 2025 -2026 can participate.

Top three (3) winners are eligible to compete in their respective contest categories. If the third-place winner is unable to participate for any valid reason, the division will endorse the next eligible winner as a replacement whoever is among their list of winners.

The following guidelines will be strictly implemented:

A. General:

1. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner.
2. School paper advisers, teachers, principals, parents/guardians, or other learners are prohibited from going or staying in the contest venue.
3. The top five winners per medium shall be recognized and their points will be included in the computation of the overall scores (combined scores of Individual and Group Contests).
4. A learner shall use a laptop in writing and submitting his/her output. The front camera of the laptop must be turned on from the beginning to the end of the schedule.
5. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
6. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.



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B. Specific:

1. News Writing, Feature Writing, Editorial Writing and Science and Technology Writing and Column Writing

- a. Fact sheets or other sources of information shall be given to the contestants as bases in writing the article.

2. Sports Writing:

- a. The DTWG shall orient and provide instructions to the contestants before the contest proper.
- b. A pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials.
- c. An actual game shall be covered by the contestants.
- d. A post-game conference shall be held to interview officials and athletes after the game.
- e. The contestants shall proceed to the designated contest room for the writing of the sports article.

3. Copyreading and Headline Writing

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

4. Editorial Cartooning:

- a. The contestants shall bring their own pencil no. 2 while the DTWG 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.

5. Photojournalism

- a. Preparation:
 - 1) Contestants should be at the contest venue thirty (30) minutes before the orientation on the guidelines and rubrics.
 - 2) The contestants are allowed to use any Digital Camera (point and shoot only) with a maximum of 24.3 megapixels with fixed lenses. Contestants may also use any DSLR cameras with kit lens (18.55mm max).
 - 3) Cellular phones and mirrorless cameras are strictly



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prohibited.

- 4) The contestants shall submit an empty memory card and camera (internal memory) to be checked by a proctor two days before the opening of the program.
- 5) The contestant should bring his/her own camera cable for uploading and saving pictures.
- 6) Cellular phones, extra digital cameras, extra storage card or any additional materials/ equipment **are not allowed** in the contest area.
- 7) Contestants shall bring their own black ink ballpen while the DTWG will provide scratch papers where contestants can write down notes during shooting.

b. Provision for Memory Card:

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

c. Photo Shoot, Uploading and Captioning

- 1) The loading and unloading of the storage card will be done in front of the examiner.
- 2) Control shot shall be the first shot.
- 3) Contestants are given one (1) hour to take pictures.
- 4) Contestants are allowed to take **unlimited shots** but will submit **only five (5) possible photos** with captions for the given theme and the control shot. Entries that have been edited and/or manipulated which include but not limited to retouching, cropping, stitching, changing the colors and hues, adjusting brightness, contrast and saturation will not be accepted. The submitted photos of each contestant will be saved in one folder. (file naming convention of the folder: CODE NUMBER_2026DSPC)
- 5) Write the file name of each photo in the caption sheet.
- 6) Contestants will be given 30 minutes to write captions for each of the five photos.
- 7) Throughout the duration of the competition, the advisers, trainers, and parents are not allowed in the venue.



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Enclosure No.7. Score Sheets for Individual Writing Contests

SCORE SHEET FOR NEWS WRITING

Form and Style	40%
Arranges details of the event in decreasing importance	
Shows the news writer's ability to organize information	
Uses a lead that is clear and focused on the most important detail	
Avoids the use of words with controversial elements or double-meaning	
Avoids personal slants	
Has clear and unbiased headline	
Uses short and simple words	
Conforms with the principles of unity and coherence	
Observes the rules of grammar and syntax	
Uses transitions properly	
Observes gender fair language.	
Content	50%
Uses appropriate lead type to get the readers' attention	
Presents to the readers the most important detail of the event	
Follows logical presentation of the event and emphasizes the most important or relevant fact (s)	
Follows the correct news writing format/style	
Ethics	10%
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	
TOTAL	100%
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed
 Name)



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Enclosure No.7. Score Sheets

SCORE SHEET FOR FEATURE WRITING

Form and Style	30%
Observes the rules of grammar and syntax	
Conforms with the principles of organization and progression of ideas	
Exhibits creative presentation of facts in the story	
Uses a catchy title for the article	
Sustains interest of the readers	
Utilizes the appropriate feature type to emphasize the impact/relevance of the topic	
Observes gender fair language.	
Content	60%
Cites facts like historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Presents a new angle or information about the topic that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of thoughts and ideas from the obtained data with those of the writers' perceptions	
Ethics	10%
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	
TOTAL	100 %
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No.7. Score Sheets

SCORE SHEET FOR EDITORIAL WRITING

Form and Style	40 %
Uses lead paragraph that contains news peg and the general stand of the writer	
Presents arguments that are based on facts.	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong and thought-provoking title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Observes gender fair language.	
Content	50%
Presents the general stand of the writer in the lead	
Utilizes factual information from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message and can influence public opinion	
Arguments presented in the body logically support the writer's stand	
Ethics	10%
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	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No.7. Score Sheets

SCORE SHEET FOR SPORTS WRITING

Form and Style	40%
Uses appropriate form and style	
Uses appropriate sports terms and lingo to highlight the significance of the game	
Provides correct descriptions, colorful allusions and figures of speech to describe the players, event/game.	
Combines the proper amount of statistics to create a clear visual narrative of the action	
Has an attractive headline which shows what really transpired in the event	
Observes the rules of grammar and syntax	
Conforms with the principles of unity and coherence	
Observes gender fair language.	
Content	50%
Presents a clear picture of the events in the game.	
Utilizes an appropriate sports news reporting style	
Uses interviews, statistics, references and research	
Ethics	10%
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	
Total	100 %
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No.7. Score Sheets

SCORE SHEET FOR COPYREADING AND HEADLINE WRITING

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

Evaluator/Judge
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Enclosure No.7. Score Sheets

SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING

Form and Style	40 %
Manifests unity and coherence to the theme/topic given	
Has catchy and appropriate headline that is also clear and free of bias	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Follows appropriate form and style	
Uses appropriate terms and lingo to report/discuss events	
Observes gender fair language.	
Content	50 %
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Uses technical jargons to a minimum	
Presents technical and complicated scientific concepts or ideas in a manner that can be understood by a wide variety of readers	
Cites scientific references, statistics and relevant figures/facts to bolster credibility of statements and/or narratives	
Ethics	10 %
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	
Total	100%
Comments/Suggestions:	

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Enclosure No.7. Score Sheets

SCORE SHEET FOR PHOTOJOURNALISM

Technical Quality	40%
Exposure value and quality of image (free from digital noise)	
Presents images with acceptable sharpness	
Communicative Quality	40%
Shows clear and specific idea(s) or angle connected to the theme or topic	
Uses creative photography techniques to highlight the visual story	
Caption	10%
Writes a two-sentence caption providing context to the picture	
Ethics	10%
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	
Total	100 %
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No.7. Score Sheets

SCORE SHEET FOR EDITORIAL CARTOONING

Form and Style	30%
Makes use of a minimum number of labels	
Shows logical use of various sizes, dimensions, and proportions of images	
Displays attractive use of shading and other techniques	
Utilizes witty, original, and creative representation of ideas/concepts on the issue given	
Content	60%
Presents clear, specific and a recognizable point-of-view or opinion on the given issue or topic	
Raises relevant, timely issues and concerns about the topic	
Is in good taste and free from libelous, indecent, and abstract ideas	
Arouses interest and analytical thinking among its readers	
Constructively criticizes and influences readers' opinion	
Ethics	10%
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	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
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Enclosure No.7. Score Sheets

SCORE SHEET FOR COLUMN WRITING

Form and Style	30%
Uses lead paragraph to introduce or build up a clear argument in the issue	
The tone, style and approach in analyzing the issue are evident	
Uses a language that is understood by the target audience	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong, appropriate and catchy title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Observes gender fair language.	
Content	50%
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.	
Ethics	20%
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	
Total	100%
Comments/Suggestions:	

Evaluator/Judge (Signature over Printed Name)



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Enclosure No.8. Guidelines and Reminders for Group Contests

GUIDELINES FOR RADIO SCRIPT WRITING & BROADCASTING CONTEST

A. General Guidelines

1. Each division shall organize a team of seven (7) members for English and Filipino in elementary level and secondary level who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear white shirt with their valid school ID.
3. An orientation shall be conducted for all the contestants before the contest proper to discuss the guidelines and technical details of the contest. Any representative from each group will draw lots to determine the order of presentation during the contest proper.
4. The awards for this category are the following:

Individual Awards	Group Awards
1. Best Anchor	1. Best Infomercial
2. Best News Presenter	2. Best Script
3. Best Technical Director	

5. Contestants are not allowed to have mobile phones, smart gadgets, reference materials, or any extra sheets of paper in the contest area.
6. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
7. All teams shall test the compatibility of their laptop/device with the available device/s in the designated simulation area. An empty flash drive with maximum of 32GB is allowed.
8. Official laptops must cleared of stored documents before submitting to the TWG. Failure to clear the stored documents will result in the disqualification of the competing team. A certification signed by the school head, stating that the laptop has no stored documents must be submitted to the TWG during the laptop inspection.



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

8. Scriptwriting

1. Each team may use up to four (4) official laptops that are cleared of stored documents, no pre-recorded Sound bites, only news bed and background sounds in mp3 format and an inkjet printer in preparing and printing of the script. All laptops should be submitted to the contest committee for inspection. Each team is required to bring their own extension wires and other equipment for rehearsal.
2. The team will be given one (1) hour and 30 minutes to prepare a script for a 5-minute radio broadcast. It includes one (1) infomercial and four (4) news articles.

The infomercial may depict health, environment, politics, and social issues and other relevant subjects to be determined by the judges. 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 and submission of the output. After two (2) hours, each team should submit four (4) copies of the script. Three (3) copies will be submitted to the judges and one (1) copy will be submitted to the examiner/s. The team may print extra copies for their own use.

3. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the proctor shall accompany them to the rest rooms.
4. The script should not bear any information that may identify the school, division, or region, but it should include the names of the members of the team with their respective roles (i.e., anchor,



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news presenter, etc.). Violation of this procedure shall be a ground for disqualification.

5. 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 (8.27x11.69 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 SDO 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 materials shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to broadcast again.
6. The use of sound bites/ recording, recorded prior to the contest proper or simulation is prohibited.
7. Loud speakers may be set up outside the broadcast room.
8. The organizers shall provide a clock or a timer that can be seen by the contestants and the judges. There will be an official time keeper.



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9. Each team shall be given nine (9) minutes: three (3) minutes for preparation, five (5) minutes for the actual broadcast, and five (1) minute for exit. Provided running time shall be applied.
10. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. A green flaglet shall then be raised to signal the team to start. A yellow flaglet shall be raised again to warn the team that they only have (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:
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



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Enclosure No.8. Guidelines and Reminder for Group Contests

SCORE SHEET FOR RADIO SCRIPT WRITING AND BROADCASTING

1. Anchor	Total Score
Voice Quality 40%	
• Is very clear and easy to understand even when speaking quickly • Paces his/her voice well to fit the storyline and helps the audience understand the issue • Shows expressions of interest, enthusiasm, and confidence	
Voice Recognition 30%	
• Has clear and well-modulated voice • Presents appropriate pace and volume • Is consistently audible throughout the presentation • Can easily be heard in all parts of the room	
Enunciation 30%	
• Pronounces / articulates words in a distinct manner • Talks in accent that is socially acceptable • Utilizes various voice inflections/changes to enhance meaning of the lines • Stretches a word to a desired length to emphasize or give the appropriate meaning	
Total 100%	

2. News Presenter	Total Score
Voice Quality 40%	
• Is very clear, easy to understand even when speaking quickly • Paces his/her voice well to fit the storyline and help the audience understand the issue • Shows expressions of interest, enthusiasm, and confidence	
Voice Recognition - 30%	



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• Has clear and well-modulated voice • Presents appropriate pace and volume • Is consistently audible throughout the presentation • Can easily be heard in all parts of the room	
Enunciation - 30%	
• Pronounces / articulates words in a distinct manner • Talks in accent that is socially acceptable • Utilizes various voice inflections/changes to enhance meaning of the lines • Stretches a word to a desired length to emphasize or give the appropriate meaning	
Total 100%	

3. Infomercial	Total Score
Content - 45%	
• Shows brief and clear advocacy/idea description • Is logically organized • Shows smooth and appropriate transitions • Exhibits language appropriateness	
Creativity - 30%	
• Exhibits uniqueness and originality • Implements technologies appropriately	
Persuasion / Impact - 25%	
• Engages audience • Shows appropriate audience appeal • Keeps audience focused all throughout the broadcast	
Total 100%	



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4. Technical Application	Total Score
Juxtaposition - 40%	
- Shows a smooth transition from one topic/news event to another - Establishes clear relationship between one audio effect to the news or information that follows	
Fidelity - 30%	
- Produces good audio quality - Produces authentic sound and effects - Has less static and no interference	
Timing and Precision - 30%	
Has clear audible time signals	
Total 100%	

5. Script	Total Score
Content - 40%	
- Covers topic with necessary details & examples - Is accurate and has no factual errors - Is well-organized - Uses academically, socially, culturally acceptable, and gender fair language	
Clarity of Instructions - 40%	
- Is easy to read and understand - Can easily be followed by another person or team - Reflects effective planning and organizing	
Neatness - 20%	
- All elements are labeled and clearly written - Clearly indicates names of team members and their tasks/assignments	
Total 100%	

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



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C. Script - 25%	
D. Infomercial - 20%	
E. Adherence to time allotment - 5%	
Total 100%	

Comments & Suggestions:	
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Evaluator/Judge (Signature over Printed Name)



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Enclosure No.8. Guidelines and Reminder for Group Contests

GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each division shall organize a team of seven (7) 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. Contestants shall wear white shirts with identification cards.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers or coaches from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post conference shall be held for interview and data gathering.
7. The team will be given one (1) hour for data gathering and four (4) hours for writing, layout, and editing. All articles must be anchored on the given contest materials and on the press conference. Non-compliance will be ground for disqualification.
8. Each team is allowed to bring only the following:
 - two (2) digital/DSLR cameras (any type, any lens)
 - one (1) inkjet printer with scanner
 - one (1) card reader
 - one (1) blank flash drive
 - extension wires
 - may bring one drawing pad, or other digital art devices
 - maximum of (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output
 - A4 size bond paper



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

Category – Medium – Level_SDO

Name, School, Division

e.g. Collaborative Desktop Publishing- English-Secondary – Region I
Angelina Villanueva, Sapang-Bato National High School, Dagupan City

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

10. Official laptops, previously cleared of stored documents, shall be submitted to the DTWG 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. Pen tablets or drawing pads without ROM are allowed for use. It should not have memory or processor.
12. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.
13. Each team will be required to convert their output into **PDF**, print in A4 size 80gsm 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 or division can be found on their output as it would be a **ground for disqualification**.
14. The output of the contest is an A4-size four-page full-colored publication. The output will be stored in a flash drive provided by the examiner/s and uploaded to the designated computer for judging.
15. The top five (5) teams shall be recognized and their points will be included in the determination of the overall scores.
16. The awards for this category include the following: **Best News Section, Best Editorial Section, Best Feature Section, Best Sports Section, and Best Layout and Page Design.**
17. The team shall comply with the 4-hour time allotment. In the event of overtime, there will be a deduction of 1 point for every 5 minute overtime.
18. The decision of the Board of Judges is final and irrevocable.



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Enclosure No.8. Guidelines and Reminder for Group Contests

SCORE SHEET FOR COLLABORATIVE DESKTOP PUBLISHING

Content (50%)	Score
CONTENT • Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content • Utilizes facts from interviews, document review, data analysis and other reliable sources • Shows a variety of stories that fit the section where they are placed • Cites historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives • Provides balance of light and serious topics • Shows relevance of articles to students • Showcases original works of students. • Properly cites information and attributes these facts from the source of information • Applies the principles of journalism	
Technical (40%) • Includes articles that are arranged according to importance • Presents headlines that are clear and free of bias • Makes use of pictures that are clear, properly cropped and captioned • Utilizes graphics, illustrations and cartoons that are relevant • Exhibits clear focus and coherent organization • Observes the rules of grammar and syntax • Observes proper journalistic style and format	
Ethics (10%) • 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	



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copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Website: depeddagupan.com
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Enclosure No.8. Guidelines and Reminder for Group Contests

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each school shall organize a team of five (5) members for English and five (5) members for Filipino in Secondary level who shall not be competing in any of the individual writing categories.
2. Contestants may wear plain white t-shirt with their identification cards.
3. All contestants are required to attend the one-hour orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures/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 four (4) hours for writing, layout, and editing of articles online after the creation of an online publication using the Google Sites as the official platform for the competition. Coverage/Data gathering through mini press conference, pre-game, actual game and post conference shall be excluded from the 4-hour time allotment.
8. All articles must be anchored on the given contest materials and on the press conference. Non-compliance will be a ground for disqualification.
9. Specific instructions on the number of articles to be produced will be given during the orientation.
10. Each team will be required to bring only the following:
 - one scanner -flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed)
 - maximum of two (2) cameras (any type, any lens)
 - maximum of 4 laptops installed with Photoshop for image enhancement



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- maximum of 2 pocket wifis with No ROM (preferably with two different networks) or 1 wireless router
 - extension cord
 - may bring one drawing pad or pen tab, or other digital devices provided it does not have any memory or processor.
11. Laptops to be submitted to the DTWG shall be labeled with the following format:
Category – Medium – Level
Name, School, Division
- c.g.
Online Publishing – English – Secondary – Region I
Angelina Villanueva, Sapang Bato National High School, SDO Dagupan City
- Labels shall be in a whole bond paper pasted on/attached to the laptop bag.
12. Official laptops, previously cleared of stored documents, shall be submitted to the DTWG to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on/before the set deadline mean disqualification of the competing team.
13. The awards for this category include the following: **Best News Section, Best Editorial Section, Best Feature Section, Best Sports Section, and Best Layout and Page Design.**
14. The team shall comply with the 4-hour time allotment. In the event of overtime, there will be a deduction of 1 point for every 5 minute overtime.
15. Each group shall email their URL to the assigned email address.
16. The top five (5) 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).
17. The output of the participants will remain on their laptop and will not be deleted by the proctors.
18. The decision of the Board of Judges is final and irrevocable.



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SCORE SHEET FOR THE BEST ONLINE PUBLISHING

Content (30%)	Score
• Applies the principles of journalism. • Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content • Utilizes facts from interviews, document review, data analysis and other reliable sources • Shows a variety of stories that fit the section where they are placed • Includes historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives • Provides balance of light and serious topics • Shows relevance of articles to students • Has clear and unbiased headlines/titles	
Language and Style (15)	
• Observes the rules of grammar and syntax • Observes coherence • Uses appropriate vocabulary (<i>Observes gender-fair language</i>)	
Layout (20%)	
• Arranges stories in decreasing importance. • Highlights originality/uniqueness • Uses relevant video or audio, pictures and graphics that are clear, properly edited, captioned, and credited • Exhibits clear focus and coherent organization of articles	
Technical (20%)	
• Makes use of multimedia elements such as video, audio, animation, graphics and photos • Is readable, mobile-responsive and engaging via social media • Contains the paper's masthead, editorial profile, and the following sections: News, Editorial, Features, and Sports • Articles include hyperlinks to cited references, data and other content or websites	



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Ethics (15%)	
• Showcases original works of students. • Properly cites information and attributes these facts from the source of information • Observes standards of journalism in terms of fairness, relevance, accuracy, and balance • Has no potentially libelous or obscene content, plagiarism and copyright violations	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge (Signature over Printed



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Enclosure No.8. Guidelines and Reminder for Group Contests

GUIDELINES FOR TV SCRIPT WRITING AND BROADCASTING

A. General Guidelines

1. Each school shall organize a team of seven (7) members for English and seven (7) members for Filipino in Secondary level who shall not be competing in any of the individual writing categories.
 - a. scriptwriter- (1)
 - b. anchor/s (not more than 2)
 - c. reporter/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

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 Official TV Network to be used for the contest is **DSPC TV** for Both English and Filipino while the Official TV News Programs are **CAMPUS PATROL for ENGLISH** and **KAMPUS BALITA for Filipino**.
3. The list of equipment and tools in the mock broadcast room shall be provided by the division/host school a week before the actual contest.
4. A 30-minute technical orientation will be held on February 6, 2026 for the director and video/ graphics editor.
5. In getting the overall results for the best TV broadcast, accumulated points from the individual and group awards shall be considered.



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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.

PRE-CONTEST

A. Checking and Sealing of Devices and Gadgets

1. Each team will be required to bring only the following:
 - maximum of 4 laptops with at least 10GB free space and a video editing software/app with no documents/instored files (with uploading capacity)
 - 3 empty USB Flash Drives (16GB minimum)
 - maximum of 2 cameras/DSLR Cameras/mobile phones (without sim) compatible with the laptop
 - maximum of 3 wired lapel microphones
 - 2 emptied memory cards
 - extension cord
 - A4 bond paper
 - 1 printer with ink
2. Laptops and flash drives to be submitted to the DTWG shall be labeled with the following format:
Category - Medium - Level
Name, School, Division
e.g.
TV Scriptwriting and Broadcasting - English - Secondary
Angelina Villanueva, Bukidnon National High School, Bukidnon

Labels for laptops shall be in a whole bond paper pasted on/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 to ensure that the laptops are cleared 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.



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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 a flash drives sealed in enveloped shall be distributed to the directors.



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Enclosure No.8. Guidelines and Reminder for Group Contests

CONTEST PROPER:

A.CONTEST REORIENTATION

1. All participants must attend the reorientation on their roles and the criteria for judging by the chairman of the board of judges.
2. Only the sealed devices and gadgets are allowed to be used during the contest proper.
3. All gadgets must be turned off and surrendered to the assigned proctor for each region upon arrival at the contest venue.
- 4.

B. SCRIPTWRITING AND PRODUCTION

- a. The team shall have the following components in their script:
 - i. **Cover page:** This shall contain the group's name (mock TV network name)
 - ii. **News:** The DTWG will provide five (5) 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.
 - iii. **Infomercial/ Developmental Communication:** The DTWG 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 components. Infomercial should have a maximum duration of 60 seconds.
 - iv. **Field Report:** A live field report with or without canned video support shall be included in the production.
 - v. **Headlines:** These will contain a brief lead/summary of the news articles
 - vi. **OBB/CBB:** The Opening Billboard and the Closing Billboard will contain the group TV network name. The



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script for the OBB/ CBB should be included in the main script which will be submitted to the judges.

- b. Four (4) hours will be allotted for the preparation of the script, shooting and editing of the videos, production of the infomercial, and rehearsals.
- c. The organizers shall provide a clock or a timer that can be seen by the contestants. There will be an official timekeeper.
- d. 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.
- e. Each team shall prepare **four copies** of the script: 3 copies for the judges and 1 copy for the team.
- f. The cover page of the script shall contain the TV Network and Program's name and the names of the members of the team with their respective roles (i.e., anchor, field reporter, etc.)
- g. The script should not bear any information that may identify the school, division, or region.
- h. All groups shall stop working after the allotted time of 4 hours. A buzzer shall signal the end of scriptwriting and production time.
- i. There shall be specific designated holding rooms for each member of the team according to one's role, where they shall proceed and stay after the time accordingly.

C. TV BROADCAST SKILLS PERFORMANCE

- a. Only two (2) laptops are allowed inside the studio. One (1) as a substitute for teleprompter and one (1) for the technical application.
- b. All news reports shall be recorded live. Only the OBB/CBB and stingers and audio bed are 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.
- c. Other than the actual broadcast time, ten (10) minutes shall be allotted for entrance and preparation.
- d. The TV broadcast must be delivered in six (6) minutes as actual broadcast.
- e. 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



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

- f. 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

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

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

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



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SCORE SHEET FOR TV SCRIPT WRITING AND BROADCASTING

1. Script- 30%	Total Score
Content - 50%	
• Provides effective news/story angling • Covers the given stories/relevant topics with necessary details • Is accurate; no factual, conceptual and grammatical errors • Is original	
Style - 35%	
• Is written in a clear and concise manner • Uses simple, common language • Uses appropriate voice (i. e., active voice or passive voice) • Uses appropriate word choice • Uses proper script terms and abbreviations	
Organization - 15%	
• Follows adequate logical structure • Provides proper labels to elements/parts • Indicates team members and assignments • Considers coherent thought transitions	

2. Anchor - 12.5%	Total Score
Delivery - 70%	
• Uses a clear and well-modulated voice • Speaks with appropriate volume • Observes proper phrasing, pacing and timing • Articulates words well • Utilizes appropriate voice inflections to enhance meaning	
Personality - 30%	
• Observes proper stance/posture • Shows a sense of confidence and authority • Projects a professional and credible personality • Demonstrates controlled facial expressions	



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3. Reporter (12.5)	Total Score
Delivery - 70%	
• Uses a clear and well-modulated voice • Speaks with appropriate volume • Observes proper phrasing, pacing and timing • Articulates words well • Utilizes appropriate voice inflections to enhance meaning	
Personality - 30%	
• Observes proper stance/posture • Shows a sense of confidence • Demonstrates controlled facial expressions	

• Connects with the subjects when interviewing or with the anchor and viewers when reporting	
--	--

4. Technical Applications - 25%	Total Score
Element appropriation - 40%	
• Observes audio-video lock • Shows effective interplay of audio-visual elements including graphics, text, images, etc.	
Fidelity - 30%	
• Shows good audio and video quality • Shows less to no distortion or technical distraction in audio and video	
Timing - 20%	
• Shows a smooth flow of topics/stories • Shows precise timing and synchronization	
Relevance - 10%	
• Applies elements that contribute meaningfully to the overall broadcast presentation	



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5. Infomercial/DevCom Plug - 15%	Total Score
Content - 50%	
• Shows clear advocacy/idea description	
• Reflects original concept	
Creativity - 50%	
• Exhibits uniqueness	
• Applies technical elements appropriately	
• Is engaging and appealing	

OVERALL NEWSCAST

Criteria	Total Score
Script - 30%	
Broadcast Presentation - 25%	
• Anchor - 12.5%	
• Reporter - 12.5%	
Technical Application - 25%	
Infomercial/DevCom Plug - 15%	
Adherence to Time Allotment - 5%	
TOTAL - 100%	

Evaluator/Judge
(Signature over Printed Name)



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GUIDELINES FOR THE MOBILE JOURNALISM

1. Each school shall organize a pair or two (2) members for English and another for Filipino in Secondary Level only who shall not be competing in any of the individual writing categories.
2. Contestants may wear smart casual without any identifying marks/logo of the school. No glam team will be allowed.
3. All contestants are required to attend the orientation before the competition. They shall bring their own pen.
4. All contestant are not allowed to go back to their quarters nor communicate in all forms (text, chat, etc.) with their respective advisers from the start until the end of the contest.
5. The mobile application that will be used in the event is only CapCut (free version, not premium/paid).
6. Social Media applications, electronic mail, and other communication channels MUST be uninstalled in the mobile/cellular phones. There must be no stored documents, photos, and videos that can be used during the contest.
7. A 30-minute press conference shall be held as bases for the content of the entries including videos, photos, audio, etc.)
8. Participants may access the internet for research purposes, but MUST NOT use ANY downloaded material as content in any part of the output. Only the videos, photos, audio, etc. taken during the mini-presscon shall be used during the contest. The use of mobile data as access to the internet is not allowed. Instead, use a pocket wifi or wifi Modem.
9. The participants will be given three (3) hours for this event which shall exclusively consumed: 1 hour for writing and 1 hour for shooting, voice recording, and 1 hour for editing of entries. Coverage/data gathering through interview and mini press conference shall be excluded from the 3-hour time allotment.
10. Only OBB and CBB as well as stingers and bumpers are pre-produced or pre-recorded. Any videos and photos including stored documents used for practice or simulation should all be deleted.



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11. The pair shall be able to produce a 2-3 minute video entry with the following requirements:

- a. Aspect Ratio: Vertical (9:16)
- b. Resolution: At Least 1080p
- c. File Format: MP4 or MOV File

12. Participants shall be given 1 hour to upload their entries to the official portal. Access link will be given in the contest day after the 3-hour time allotment. Submission format is MOJO-TEAMCODE (e.g. MOJO-ENGLISH1 or MOJO-FILIPINO1).

13. Subtitles are encouraged and a copy of script (no specific format required) must be submitted.

14. Each team will be required to bring only the following:

- a. 2 Mobile/Cellular Phone (Android/iOS) and charger compatible with the device that will be used in the competition (without SIM/eSIM card)
- b. 2 Auxiliary /Cord for data/file transfer compatible with the device that will be used in the competition.
- c. 2 power bank compatible with the device. Magnetic batteries are accepted.
- d. 1 Monopod
- e. 1 Tripod
- f. 1 portable microphone/lapel
- g. 1 portable light
- h. maximum of 2 WiFi routers (pocket) preferably with different networks.

15. Official mobile/cellular phones, previously cleared of stored documents/files and applications shall be submitted to the DTWG during the checking of devices. Failure to submit on/ before the set deadline shall mean disqualification of the competing fair.

16. In case of overtime/undertime in the prescribed duration of the contest, the following points shall be deducted from the points earned:

- 1 second – 3 seconds – 1 point
- 4 seconds – 30 seconds – 2 points
- 31 seconds – 60 seconds – 3 points



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61 seconds – 90 seconds – 4 points

17. Non-adherence to these guidelines will mean disqualification of the pair.
18. The entries will be evaluated using the scoresheet for the event.
19. The decision of the Board of Judges is final and irrevocable.

SCORE SHEET FOR MOBILE JOURNALISM

Criteria	Percentage	Score
A. Use of mobile journalism principles (entirely using mobile device)	40%	
1. Shooting	10%	
2. Recording	10%	
3. Writing	10%	
4. Editing	10%	
B. Accuracy of Mobile Journalism piece	40%	
1. Fact-checking and Sources <i>(Assess the presence and credibility of sources cited within the piece. Verify if the information provided is backed by reliable sources or if the journalist has fact-checked the data before presenting it.)</i>	8%	
2. Cross-Verification <i>(Look for corroboration of information from multiple sources or perspectives. A reliable piece of mobile journalism often verifies its facts by cross-referencing with other reputable sources.)</i>	8%	
3. Contextual Understanding <i>(Evaluate whether the journalist has provided sufficient context around the story. Accuracy isn't just about facts but also about presenting them within a</i>	8%	



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<i>broader context, providing a more comprehensive understanding of the subject matter.)</i> 4. Transparency <i>(Assess the transparency of the reporting process. A good journalist often includes information about their methodology, potential biases, and any limitations in their reporting. This transparency helps the audience gauge the accuracy and reliability of the piece.)</i> 5. Editorial Standards <i>(Consider whether the piece follows established editorial standards. This includes proper grammar, coherent structure, and adherence to ethical guidelines in journalism. A well-crafted piece with attention to detail often signifies accuracy.)</i>	8%	
C. Maintaining broadcast quality Output 1. Technical Standards <i>(This includes aspects like resolution, audio quality, and stability footage. Check for consistent visual clarity, proper framing, adequate lighting, and clear audio. The equipment used and the technical skills of the journalist play a significant role in maintaining these standards.)</i> 2. Production Values <i>(Assess the overall production quality, including editing, transitions, and visual storytelling techniques. A polished output typically involves well-edited sequences, smooth transitions, and effective use of visual elements to enhance the storytelling.)</i>	20%	



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3. Adherence to Style Guidelines <i>(Consider whether the content aligns with the established style guidelines of the broadcasting platform. Consistency in graphics, fonts, color schemes, and overall visual presentation is crucial for maintaining a professional broadcast quality.)</i>	5%	
4. Engagement and Audience Experience. <i>(Evaluate how the content engages audience. A high-quality broadcast output not only meets technical standards but also captivates the audience through compelling storytelling, relevant visuals, and a smooth viewing experience.)</i>	5%	
TOTAL	100%	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure No.9. Guidelines for School Paper Category

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 per section per category in the Division.
- B. The top five (5) highest pointers both in English and Filipino shall be declared as the best school papers in the country but the points of their ranking shall not be added to the determination of the best performing SDOs.
- 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. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- E. For 2024 DSPC, the school paper shall be submitted in PDF format via Google form. The link shall be issued in a separate advisory. The following proofs of circulation shall also be submitted:
 - a. Certificate of Circulation
 - b. Certificate of Endorsement
 - c. Link for website/FB page where it was published

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

- F. The different SECTIONS/CATEGORIES to be judged for the school paper contest are as follows:
 - 1. News Section / Pahinang Balita



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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

G. The Technical Specifications for both Elementary and Secondary levels are as follows:

1. No. of pages: minimum of 12 and maximum of 20
News Section- at least 3

Sports Section - at least 2

Feature Section - at least 3

Editorial Section - at least 2

Science & Technology Section - at least 2
2. Process: Digital
3. Color: Full color
4. Size:
9"x12"(Elementary)

12"x18"(High School)

- H. Each section will be judged according to the guidelines/criteria set for the section/category.
- I. Each SDO will submit a maximum of 3 winners per section and per medium (English and Filipino) to the Regional Office through the link to be provided.
- J. Each region is required to submit the results of the evaluation of school paper contest per category and medium duly signed by the judges.
- K. The list of winning division entries should be duly endorsed by the Schools Division Superintendent to the Curriculum and Learning Management Division on or before the deadline.
- L. No school is allowed to submit their school paper entry/ies directly to the Central Office.
- M. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.



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

A. Editorial Section

1. The section should have at least two (2) pages and should include the following: main editorial, editorial cartoon, columns, letters to the editor, and commentaries. Opinion polls or surveys may be included, but are not required.
2. The treatment of the issues must demonstrate fair and balanced presentation of both sides of each issue tackled, clear moral purpose, logical reasoning, and proper citations/attribution of sources.
3. Topics found in the section should tackle various international, national or local issues that may directly or indirectly affect the school or the community the school serves.
4. The decision of the Board of Judges is 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 cover international, national, regional, community and school-based news stories.
3. The content of the section may include straight or spot news, advance/follow up report, news bits, news feature, news analysis, and in-depth news/investigative news.
4. The decision of the Board of Judges is final and irrevocable.

C. Feature Section

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

D. Sports Section

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



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E. Science and Technology Section

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

F. Layout and Page Design Category

1. This category shall conform to the principles of layout and design.
2. The layout and page design category should include any 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 proportionate to length of articles and the entire page.
4. The decision of the Board of Judges is final and irrevocable.



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Enclosure No. 10. Score Sheets for School Paper Category

SCORE SHEET FOR THE NEWS SECTION

Form and Style	40 %
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Uses appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
Content	60%
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	



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Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Observes standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100 %
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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SCORE SHEET FOR THE FEATURES SECTION

Form and Style	40 %
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate title	
Observes the rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important detail	
Presents titles that are appealing, appropriate and witty	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
Content	60%
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and creative thinking	
Covers relevant issues in school, region, national and even in the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are interesting to read	



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SCORE SHEET FOR THE EDITORIAL SECTION

Form and Style	40 %
Has catchy and appropriate titles	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Follows the correct format or style of an editorial	
Uses clear and unbiased titles	
Uses short and simple words	
Presents a distinct style of the section	
Content	60%
Presents the stand of the staff regarding certain issues	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Uses arguments that are supported by facts	
Reflects clear, logical thinking and challenges the readers' critical thinking	
Has an editorial cartoon that can stand on its own and conveys clean, good, humorous, and constructive criticism	
Columns cover a variety of relevant, youth-oriented subject matter	
Includes letters to the editor, columns, and exchanges	



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Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant issues in school, region, national and international scene	
Applies the principles of civic journalism	
Prioritizes school-related concerns rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant figures to bolster credibility of statements and/or narratives	
Includes opinion articles that are timely and interesting to read	
Balances factual details with those of the writers' perceptions	
Observes standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100 %
Comments/Suggestions:	

Evaluator/Judge

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SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION

Forms and Style	40 %
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs, tables and sharp, properly cropped and captioned pictures	
Follows appropriate form and style	
Uses appropriate terms to report events	
Presents a distinct style of the section	
Content	60%
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	



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SCORE SHEET FOR THE SPORTS SECTION

Form and Style	40 %
Manifests unity and coherence	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments in the sports editorial, feature and/or column	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs and tables, sharp, properly-cropped and captioned pictures	
Uses appropriate terms and lingo to report events	
Combines the proper amount of statistics to create a clear visual narrative of the actions	
Presents a distinct style of the section	
Content	60%



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Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant sports issues in school, region, national and even in the international level	
Includes variety of local, national, and international sports articles	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total	100%
Comments/Suggestions:	

Evaluator/Judge
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SCORE SHEET FOR LAYOUT AND PAGE DESIGN CATEGORY

Form and Style	100 %
Presents distinct and stand-out style and format of the paper following the principles of laying out	
Has an effective visual appeal	
Has graphics that enhance presentation	
Uses appropriate color and font	
Arranges images, graphics and texts in clear and orderly manner	
Articles are arranged logically	
Observes proper balance and proportion	
Total	100%
Comments/Suggestions:	

Evaluator/Judge

(Signature over Printed Name)



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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 judges' score will be the basis of the ranking. All 14 participants from the divisions shall be ranked 1-14.
2. The ranks/placement 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 group category.
4. To determine the top 3 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:



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Award	Range (Based on cumulative ranks from 1-7)	
	Elementary (11 events per medium)	Secondary (14 Events per medium)
Overall Champion	22-44	26-52
First Runner- up	45-88	53-104
Second Runner-up	89-154	105- 182

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



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Enclosure No. 11. Search for SDO Dagupan City Most Outstanding Campus Journalists (MOC-J) and School Paper Advisers (MOSPA)

Search for the Outstanding Campus Journalists

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

Guidelines

1. Each Regional School Paper Advisers Association and the Regional Secondary and Elementary Editors Guild in cooperation with the Department of Education Regional Office shall select one outstanding campus journalist of the region.
2. The SDO shall submit the nomination together with the photocopy of all documents duly certified true and correct by the Division Supervisor/s in-charge of Journalism for verification and evaluation by the Regional Search Committee.
3. The following factors shall be considered in the selection. The candidate who obtains the highest accumulated points will be declared as the Outstanding Campus Journalist.
 - a. Academic Standing
 - b. Achievement in Journalism
 - c. Innovations/Advocacies
 - d. Community/Extension Services and Other Leadership Positions
 - e. Published Works
 - f. Journalism-related Trainings Attended
 - g. Interview

B. ACADEMIC STANDING in ALL LEARNING AREAS (Preceding School Year) 15 pts.

Rank	with Highest Honors.	with High Honors	with Honors	89-85 average
Points	15	10	5	3



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C. ACHIEVEMENT IN JOURNALISM

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

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

1. Individual Contests

a. National

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

b. Regional

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

c. Division

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

2. Group Contests

a. National

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

b. Regional

Rank	1st	2nd	3rd
Points	20	19	18

c. Division

Rank	1st	2nd	3rd
Points	15	14	13

Special Awards in Group Contests:

a. National

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

b. Regional

Rank	1st	2nd	3rd
Points	10	9	8

c. Division

Rank	1st	2nd	3rd
Points	7	6	5



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E. LEADERSHIP, INNOVATIONS AND ADVOCACIES

Position of the Nominee in the School Publication

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

Editors' Guild Leadership

Position	National	Regional	Division
President	10	7	4
Vice President	9	6	3
Sec., Treas. and other positions	8	5	2

Innovations and Advocacies Related to Campus Journalism

Implementation	National	Regional	Division	District	School
	30	25	20	15	10

**Candidates should present proof of accomplishments duly recognized and approved by the Schools Division Office and or DepEd Regional Office before they can earn the corresponding points.*

F. COMMUNITY AND EXTENSION SERVICES RELATED TO JOURNALISM

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

G. PUBLISHED WORKS

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

H. Journalism-related Trainings Attended

	National	Regional	Division
	5	3	1

F. PANEL INTERVIEW with the SELECTION COMMITTEE

25 pts.



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Guidelines

1. The contender must be a practicing School Paper Adviser (SPA).
2. Each SDO shall select an outstanding school paper adviser for elementary and secondary levels.
3. A recent copy of the school paper must be attached.
4. Only the division winner duly endorsed by the Schools Division Superintendent shall be recognized by the Regional Search Committee as official entry to the regional search/contest.
5. The candidate shall attach the photocopy of all documents duly certified true and correct by the Division Supervisor in-charge of Journalism for verification and evaluation by the National Search Committee.
6. An adviser-OSPA awardee who transfers from one level to another (i.e. elementary to secondary or vice versa) may vie for another OSPA award only after a five-year service as coach of his/her current level.
7. The candidate who garners the highest accumulated points will be declared as the Outstanding School Paper Adviser.

CHECKLIST FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISER

A. LENGTH OF SERVICE and PERFORMANCE RATING

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

B. ACHIEVEMENT IN JOURNALISM CONTESTS FOR THE PAST FIVE YEARS

(NOTE: Achievement in Journalism Contests — are those awards received by the nominee from Schools Press Conferences sanctioned by the Department of Education. The candidate shall earn the corresponding points of all his/her winnings at all levels for the last 5 years, in all instances.)

1. Individual Contests

a. National

1 st	25 pts
2 nd	24 pts
3 rd	23pts
4 th	22 pts
5 th	21pts
6 th	20 pts
7 th	19 pts



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b. Regional

2 nd	17 pts
3 rd	16 pts

c. Division

1 st	15 pts
2 nd	14 pts
3 rd	13 pt

2. Group Contests

a. National

1 st	25 pts
2 nd	24 pts
3 rd	23pts
4 th	22 pts
5 th	21pts
6 th	20 pts
7 th	19 pts

b. Regional

1 st	18 pts
2 nd	17 pts
3 rd	16 pts

c. Division

1 st	15 pts
2 nd	14 pts
3 rd	13 pt

2.1 Special Awards in Group Contests

National

1 st	25 pts
2 nd	24 pts
3 rd	23pts
4 th	22 pts
5 th	21pts
6 th	20 pts
7 th	19 pts

b. Regional

1 st	18 pts
2 nd	17 pts
3 rd	16 pts

c. Division

1 st	15 pts
2 nd	14 pts
3 rd	13 pt



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3. School Publication Contest

*points per section

a. National

1 st	13 pts
2 nd	12 pts
3 rd	11 pts
4 th	10 pts
5 th	9 pts
6 th	8 pts
7 th	7 pts

b. Regional

1 st	6 pts
2 nd	5 pts
3 rd	4 pts

c. Division

1 st	3 pts
2 nd	2 pts
3 rd	1 pt

4. LEADERSHIP RELATED TO JOURNALISM

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

5. EXTENSION SERVICES RELATED TO CAMPUS JOURNALISM:

Organizer/Facilitator

National	Regional	Division
10	7	5

Innovations and Advocacies Related to Campus Journalism

Implementation	National	Regional	Division	District	School
	30	25	20	15	10

**Candidates should present proof of accomplishment duly recognized and approved by the Schools Division Office and or DepEd Regional Office before they can earn the corresponding points.*

6. SPEAKERSHIP: Resource Speaker, Judge

National	Regional	Division
10	7	5



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

National	Regional	Division
10	7	5

8. ARTICLES PUBLISHED IN NEWSPAPERS/MAGAZINES/JOURNALS

National	Regional	Division
5	3	1

9. PANEL INTERVIEW (25 pts)



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Enclosure 12. Safety Protocols and Guidelines during DSPC

In line with this anticipated event, the SDO-Dagupan City through the CID and the host school underscore the importance of ensuring the safety and well-being of all participants, coaches, and officials.

The following are the contingency and safety measures:

A. General Safety Measures

1. **Emergency Response Team (ERT):** A dedicated team composed of medical personnel, security officers, and event staff will be on standby throughout the event.
2. **Security and Crowd Control:** Coordination with local police, barangay officials, and security personnel to ensure a safe and orderly event.
3. **Health protocols:** Adherence to health and safety protocols, including hand sanitizing stations, proper ventilation in enclosed spaces, and the availability of masks if needed.

B. Emergency Preparedness

1. **Emergency Contact Directory:** A comprehensive list of emergency contact numbers, including hospitals, fire departments, and law enforcement will be posted on conspicuous areas.
2. **Evacuation Plan:** Clear signage and briefing on evacuation routes and designated assembly areas in case of fire, earthquake, or other emergencies
3. **Fire Safety:** Coordination with the Bureau of Fire Protection for the availability of fire extinguishers and briefing staff on fire response procedures.

C. Transportation and Logistics

1. **Safe Transport Arrangements:** Coordination of the host school and local transportation agencies for the safe travel of participants to and from the venue.
2. **Designated Drop-off and Pick-Up Points:** Clearly marked areas to ensure smooth and safe movement of students and staff.



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D. Food and Accommodation Safety

1. **Sanitary Food Handling:** Only accredited food providers adhering to health and safety standards will be allowed to cater meals.
2. **Accommodation Safety Checks:** Vetting of lodging facilities to ensure compliance with safety and hygiene requirements.

E. Child Protection and Behavioral Guidelines

1. **Chaperone and Supervision:** Participants must be accompanied by designated chaperones or coaches
2. **Code of Conduct:** Strict adherence to the DepEd Code of Conduct, with immediate intervention for any cases of bullying, harassment, or misconduct
3. **Loss and Found Protocol:** Establishment of a help desk for lost items and missing persons.

F. Communication and Information Dissemination

1. **Participant Briefing:** A mandatory orientation for all participants and coaches to review safety protocols.
2. **Real-time updates:** use of official Communication channels, including text alerts and social media, to relay important announcements.
3. **Incident Reporting Mechanism:** A reporting system for any emergencies or concerns requiring immediate attention.



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