



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road Extension, Baguio City
Tel. No.: 446-0275 Fax: (074) 442-7819



DIVISION MEMORANDUM No. 74 s. 2013

TO: ALL SCHOOL HEADS-PUBLIC AND PRIVATE
ELEMENTARY AND SECONDARY LEVEL

FROM: 
ESTELA LEON-CARIÑO
Schools Division Superintendent

Subject : **DIVISION ACADEMIC FESTIVAL (in Celebration of the 2013 Cordillera Month)**

Date : June 21, 2013

1. Pursuant to Regional Memorandum No. 85 s. 2013, this office shall conduct a Division academic festival to be participated in by elementary pupils and secondary students on June 28, 2013 at the Division Office Conference Hall (DOCH).
2. The theme of this celebration is "One Green Cordillera."
3. The matrix below the schedule of the contest.

Activity	Date, Time and Venue	Participants
Poster Making	See paragraph 4	Elementary both private and public
Extemporaneous speaking	June 28, 2013-8:00-3:30-DOCH	1 contestant from the newly legislated high schools and 1 from the main campus-regular 1 from the special programs (SPS, SPA, Science, SPJ) 1 contestant each from the private schools

4. Each district shall conduct their own district competition for the poster making contest including the private schools in their districts. The top 3 winning posters in each district shall be submitted to the Division Office on July 2, 2013 from 8:00-10:00 AM. Judging of the posters shall be done at 10:15A.M-11:30 of July 1 in order to select the best poster. The owner of the winning poster shall compete with the other regional contestants on July 12, 2013 at the Regional Office. Names of the Division winners in both contests will be submitted to the Regional Office on or before July 5, 2013.
5. The guidelines, mechanic and criteria for judging in the division academic festival is hereby attached for your guidance.
6. Immediate dissemination of this Memorandum is desired.

Enclosure to Regional Memorandum No. 85, s. 2013

**Guidelines, Mechanics and Criteria for Judging in the Academic Festival
In Celebration of the 2013 Cordillera Month**

Competition Guidelines and Mechanics for three (3) Events

- A. Theme: "One Green Cordillera"
- B. Events: 1. Poster Making Contest-for elementary pupils from public and private schools
2. Extemporaneous Speech-for secondary students from public and private schools
3.a. Poster Making Contest-for college students from state colleges/universities and private schools with TESDA courses (TESDA)
b. Essay Writing Contest-for college students from state colleges/universities (CHED)
- C. Contestants: Champions/First placers during the Division/Provincial Academic Festival
- D. Common Guidelines for the three (3) events:
1. Language to be used is English
 2. Names of contestants and coaches per event shall be submitted to the coordinator of the agency concerned not later than July 05, 2013.
 3. All deliveries including poster making and essay writing shall be timed by a timekeeper who will be timed by a timekeeper and will be introduced before the contest.
 4. Drawing of priority numbers shall be done before the contest.
 5. The panel of judges will be introduced before the contest and their decision is final and Irrevocable.
 6. The contest mechanics/criteria for each event will be strictly followed.
 7. All contestants will observe proper dress code.
- E. Specific Events:
- I. **Poster Making Contest**
- A. **Mechanics**
1. For elementary pupils (public and private) and college students (TESDA)
 2. The contestants will register in the room assigned indicating their names, coaches, schools, and divisions.
 3. The time allotment is two (2) hours.
 4. If done without consuming two hours, the contestant submits his/her output to the Contest Administrator who will put a code on the left top corner of the illustration board/ finished work.
 5. After two hours the contestants who are not done yet will stop drawing and line up to submit their output to the Contest Administrator for code putting and for submission to the board of judges.
- Note:** The materials to be used by the regional level contestants (elementary) will be provided by the DepEd-CAR Regional Office while the TESDA Regional Office will provide for the college level contestants.
- B. **Criteria for Judging**
- **Creativity (30pts.)**-All of the parts contribute in forming/signifying the meaning.
 - **Originality (30pts.)**-The output comes from the observation/experience/imagination of the contestant.
 - **Harmony and Balance (15pts.)**-All of the parts of the output and the choice of color is based in the elements and principles of design.
 - **Relevance to the Theme (15pts.)**-The design clearly reflects the concept/meaning of the theme.
 - **Speed (10pts.)**-Finished the output ten (10) minutes before the allotted time.

II. Extemporaneous Speech

A. Speech Mechanics (General)

1. For secondary students (public and private)
2. Contestants must not state their names or any other identifying information (e.g. name of school, city, province, ethnic background) during the speech to avoid biases in judging. Contestants shall be referred to by their sequence number and will not be identified by name or school until the judging has been done.
3. Timing begins on the first word uttered and stops on the last word. Contestants going over the time limit will be penalized with three (3) for every 30 seconds thereof.
4. The use of prompters, props, visual and audio visual aids is not permitted. Singing, dancing and dramatic presentation are also prohibited. The penalty will be disqualification.
5. In cases where technical difficulties arise (e.g. malfunction of the microphone, sound system or power shortage), the contestant should continue to deliver his/her piece unless otherwise instructed by the BOJ. The chairman of the BOJ may require the contestant to either start over or continue from where the contestant stopped.
6. Only the coaches have the authority to protest on behalf of the contestants and should be raised to the moderator. Protests must be made immediately after the contestant has delivered his/her speech. Protests received after the next contestant has been introduced or in the case of the last contestant, after the tabulators have collected the score sheets from the judges will not be accepted under any circumstances.
7. The BOJ will decide all protests in accordance with the official rules. The decision of the BOJ is final and no further appeals will be recognized.

B. First Round for the Top Five (5)-Extemporaneous

1. Contestants will draw lots 30 minutes before the contest starts.
2. Each contestant is given three (3) minutes to prepare his/her speech and another 3 minutes to deliver it.
3. The first contestant will draw a topic written in a rolled paper prepared beforehand and held by the moderator. He/She is given 3 minutes to read, study, prepare and organize his/her speech. As soon as the bell rings for her to go on stage, the second contestant shall draw her topic; study, prepare and organize his/her speech.
4. As the first contestant is delivering his/her speech, the second contestant is also preparing his/her topic. As soon as the bell rings for the second contestant to deliver, the third contestant will also draw his/her topic. As the second contestant is delivering his/her speech, the third contestant is also preparing his/her speech. This order follows till the last contestant.

*The judges will come up with the top five who are qualified for the second round.

C. Second Round for the Top Three (3)-Imprompto

1. The top five placers will draw lots 10 minutes before the contest starts.
2. The top five will stay/sit on the stage.
3. A specific speech will be played to be heard by the contestants. The first contestant will speak about the last statement/conclusion in the speech heard. The second contestant will speak about the last statement/conclusion of the first contestant. The third contestant will speak about the last statement/conclusion of the second contestant. The same steps will be done up to the last contestant.

D. Criteria

- **Content and Substance-30pts.**
Relevance or focus on the theme
- **Delivery-30pts.**
Quality of voice, fluency, diction, pronunciation, and pacing
- **Language Use-Grammar and organization-20pts.**
- **Stage Presence-10pts.**
- **Persuasion-10pts.**

III. On-the-Spot Essay Writing Contest**A. Mechanics**

1. For college students (CHED)
2. The contestants will register in the room assigned indicating their names, coaches, schools, and divisions.
3. The topics shall be given by the moderator in the room.
4. The contestants are given one (1) hour to develop their essays centered on the theme with their own titles. The words will not be more than 550 but not less than 500 (articles and prepositions are included).
5. After one hour the contestants will stop writing and line up to submit their papers to the moderator who will place a code on top of the paper.
6. The moderator/facilitator will place the papers in an envelope and submit it to the board of judges. When finished judging, the judges will submit the ranked result to the moderator.

B. Criteria for Judging

- **Content's Relevance and Originality (including title)-40pts.**
Content is relevant if it adheres to the theme. It is original and there is citation of borrowed lines/quotes.
- **Clarity and Organization-30pts.**
Presentation is logical with clear thesis and presented in a cohesive manner.
- **Language Use-30pts.**
Structure is accurate in form and usage. Vocabulary is appropriate and does not interfere with communication of ideas.