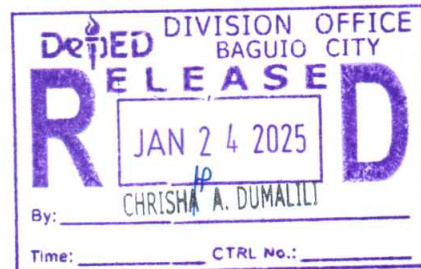




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



January 23, 2025

Division Memorandum
 No. 068-2025

2025 CONDUCT OF THE DIVISION SCHOOLS PRESS CONFERENCE (DSPC)

To: CID and SGOD Division Chiefs
 Public Schools District Supervisors
 Education Program Supervisors (English and Filipino)
 Public and Private Elementary and Secondary School Heads
 Public and Private School Paper Advisers (SPA)

1. Relative to the thrust in promoting responsible and free journalism and pursuant to the provision of Section 2 RA 7079, DepEd Division of Baguio will conduct the **2025 Division Schools Press Conference (DSPC)** with events, dates and venues below. Please be guided accordingly.

<i>Event</i>	<i>Date</i>	<i>Venue</i>
Individual Contest	February 15, 2025	Manuel Quezon ES
Collaborative Desktop Publishing Contest	February 14, 2025 (AM)	Division Training Center
Online Publishing	February 14, 2025 (PM)	Division Training Center
Radio Script Writing and Broadcasting Contest	February 14, 2025 (AM)	PFVR
TV Script Writing and Broadcasting Contest	February 14, 2025 (PM)	Division Training Center
Submission of E-School Paper in PDF	February 10, 2025	Link (to be posted)
Deadline of Documents for the Search for Outstanding School Paper Adviser and Campus Journalist	February 7, 2025	Division Office

2. The said Press Conference aims to:
 - a. Demonstrate commitment in advocacies of campus journalism and integrating these in related school community initiatives through varied journalistic forms/approaches and technological media;
 - b. Enhance journalistic competence through healthy and friendly competitions such as individual and group contests as well as radio broadcasting and scriptwriting competitions, and
 - c. Raise the level of competence in different aspects of campus journalism and school paper advising.
3. The Press Conference shall consist of lecture discussions and on-the-spot writing contests both in English and Filipino on the following categories:

Individual Contest	
<i>English</i>	<i>Filipino</i>





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Editorial Writing	Pagsulat ng Editoryal
Feature Writing	Pagsulat ng Lathalain
News Writing	Pagsulat ng Balita
Sports Writing	Pagsulat ng Balitang Isports
Copyreading and Headline Writing	Pagwawasto at Pag-uulo ng Balita
Editorial Cartooning	Paglikha ng Kartung Editoryal
Photojournalism	Pagkuha ng Larawang Pampahayagan
Science Technology Writing	Pagsulat ng Agham at Teknolohiya
Column Writing	Pagsulat ng Kolum
Mobile Journalism (Secondary)	Mobile Journalism (Secondary)
Group Contest	
Radio Broadcasting and Scriptwriting (Elementary and Secondary, English and Filipino)	
Collaborative Publishing (Elementary and Secondary, English and Filipino)	
On-line Publishing (Secondary, English and Filipino)	
TV Scriptwriting and Broadcasting (Secondary English and Filipino)	

4. The technical specifications for both Elementary and Secondary levels /English and Filipino are as follows: Failure to adhere to the set guidelines when evaluating school papers will result to disqualification.
 1. **No. of pages: minimum of 12 and maximum of 20**
 - a. **News Section/Pahinang Balita-at least 3**
 - b. **Sports Section/Pahinang Isports-at least 2**
 - c. **Feature Section/Pahinang Lathalain-at least 3**
 - d. **Editorial Section/Pahinang Editoryal-at least 2**
 - e. **Science and Technology Page/Pahinang Agham at Teknolohiya-at least 2**
 2. **Process: Digital**
 3. **Color: all pages are in full color**
 4. **Size: 9" x 12" (Elementary), 12" x 18" (Secondary)**
5. For photojournalism and group contests, it is advised that participants will bring and secure their own gadgets and equipment such as laptops.
6. All schools should strictly follow the *No School Paper, Contest Policy*. For more details and clarifications of issues and concerns, refer to the enclosures.
7. School Paper Advisers are entitled to a one-day service credit while a one-day compensatory day off shall be granted to the non-teaching employees for services rendered on February 15, 2025.
8. DSPC results will be announced through a memorandum.
9. Immediate and wide dissemination of this memorandum is directed.

SORAYA T. FACULO, PhD CESO VI
Schools Division Superintendent



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The following guidelines shall be strictly implemented:

A. General:

1. If participants have questions or need assistance, they should raise their concerns with the assigned proctor and/or examiner. If the concern remains unresolved, it shall be escalated to the DSPC/RSPC/NSPC Focal Persons.
2. School paper advisers, teachers, principals, parents, or guardians who will be found in the contest venue will be grounds for disqualification of their contestants.
3. The top five winners per medium will be recognized and their points will be included in the overall score calculation (combining Individual and Group Contests).
4. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
5. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.

B. Specific:

1. News Writing, Feature Writing, Editorial Writing, Science and Technology Writing and Column Writing
 - a. Fact sheets or other sources of information will be provided to the contestants as a basis for writing the article.
2. Sports Writing:
 - a. The DWTG/RTWG/NTWG shall orient and provide instructions to the contestants before the contest begins.
 - b. A pre-game conference will be conducted to introduce the players, coaches, and tournament officials.
 - c. The contestants will cover an actual game.
 - d. A post-game conference will be held to interview officials and athletes.
 - e. The contestants will then proceed to the designated contest room to write the sports article.
3. Copyreading and Headline Writing
 - a. Contestants must bring their own pencil for the contest.
 - b. Contestants must follow the directions given in the contest piece.
 - c. Contestants must provide a headline for the article.
4. Editorial Cartooning:
 - a. Contestants are required to bring their own pencil no. 2 while the NTWG will provide the Oslo papers for the contest.
 - b. The cartoon must be centered on the given topic or issue.
 - c. The cartoon should be compliant with the professional and ethical standards of media.
5. Photojournalism



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a. Preparation:

1. Contestants must be at the contest venue thirty minutes before the orientation on the guidelines.
2. Contestants are allowed to use point-and-shoot, compact cameras or DSLR cameras with a prime lens or zoom lens up to 105mm ONLY. Those who will use other cameras with long lenses or do not follow the given specifications will not be permitted to join the contest.
3. Contestants must submit a camera with emptied internal memory and two (2) blank memory cards to be checked by the examiner/s a day before the opening program.
4. Contestants must bring their own camera cable for uploading and saving pictures.
5. Cellular phones, extra digital cameras, or any other additional materials/equipment **are not allowed** in the contest area.
6. Contestants must bring their own black ballpen while the DTWG/RTWG/NTWG will provide scratch papers where contestants can write down notes during the shooting.

b. Photo Shoot, Uploading, and Captioning

1. The loading and unloading of the storage card will be done in front of the examiner.
2. Control shot is considered the first shot.
3. Contestants are given one hour to take pictures.
4. Contestants are allowed to take **unlimited shots** but will submit the control shot and the **five photos** with caption related to the given theme. **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_2025NSPC).
5. Contestants must write the file name of each photo in the caption sheet.
6. Caption sheets will be provided by the DTWG/RTWG/NTWG.
7. Contestants will be given 30 minutes to provide a caption for each of the five photos.
8. The advisers, trainers, and parents are NOT allowed in the contest venue throughout the duration of the competition.

GUIDELINES FOR RADIO SCRIPTWRITING & BROADCASTING CONTEST

A. General Guidelines

1. Each region must form a team of **seven (7)** members for English and Filipino in elementary level and secondary level who are not competing in any of the individual writing categories.



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- Participants must wear a white shirt with their valid school ID/NSPC IDs for proper identification.
- An orientation shall be conducted for all the contestants. Any representative from each group will draw lots to determine the order of presentation.
- The awards for this category include the following:

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

- In determining the best radio production, the total points from the individual and group awards shall be considered.
- Contestants are not allowed to have mobile phones, reference materials, or any extra sheets of paper in the contest area.
- All teams must ensure that their laptop/device is compatible with the available device/s in the designated simulation area.
- Any violation of the stipulated guidelines will be grounds for disqualification of the team.
- The decision of the Board of Judges is final and irrevocable.

B. Scriptwriting

- Each team may use up to four official laptops that have been cleared of stored documents, and printer in preparing and printing of the script. All laptops must be submitted to the contest committee for inspection on **February 13, 2025** from 8:00AM to 5:00PM. Each team must also bring their own extension cords and other equipment for rehearsal.
- The team will have one hour and 30 minutes to write a script for a five-minute radio broadcast, which will include one infomercial and four news articles.

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

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

An additional 30 minutes will be allotted for printing the output. After two hours, each team should submit four copies of the script. Three copies will be submitted to the judges and one copy will be submitted to the examiner/s. The team may print extra copies for their own use.



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3. Once the script writing has begun, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the proctor will accompany them to the restrooms.
4. The script should not contain any information that could identify the contestants, their school, division, or region; however, it should include the names of the team members along with their respective roles (e.g., anchor, news presenter, etc.).
5. The board of judges will provide the name of the radio station, program title, and kilohertz frequency, uniform to all groups.
6. Scripts should be:
 - encoded using Arial font size 12
 - with directorial instructions in capital letters
 - double-spaced with normal margin (1inch on all sides)
 - printed in A4-sized bond paper (8.27x11.69 inches)

C. Broadcast Simulation

1. A designated broadcast room will be identified in the contest venue for the presentation. Only the contestants, judges, and the examiner/s are allowed inside.
2. The organizers/host region must hire an independent sound system provider to ensure high-quality audio output. The technical operator shall only set the sound system before the simulation. A jack/auxiliary cord/adaptor will be provided for laptops and other sources of sound effects.
3. Contestants/technical director are not allowed to change, adjust, and manipulate the main control board during their presentation, except for the volume meter.
4. In the event of power failure, the affected team will be allowed to broadcast again.
5. The use of sound bites/pre-recorded voice is prohibited.
6. At least two loudspeakers may be set up outside the broadcast room.
7. The host region shall provide the radio frequency where the broadcast simulation will be tuned in.
8. A designated holding area shall be provided for each role.
9. Each team is given nine minutes: three minutes for preparation, five minutes for the actual broadcast, and one minute for exit. The provided running time shall be applied.



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10. The host division/region shall provide a timer that can be seen by the contestants and the judges. An official timekeeper will be appointed.
11. A yellow flaglet will be raised to signal that the team has one minute left for preparation. A green flaglet will then be raised to signal the team to start. A yellow flaglet will be raised again to warn the team that they have only one minute remaining, followed by a red flaglet to indicate that their time is up.
12. The team who complied with the five-minute production receives a perfect score (5 points). In the event of overtime or undertime, the following scheme of deductions will be applied:

Overtime/Undertime	Deduction
1-3 seconds	1 point
4-20 seconds	2 points
21-40 seconds	3 points
41-60 seconds	4 points
61 seconds and above	5 points

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

GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each school/division/region shall organize a team of **seven** members for English and Filipino both in elementary level and secondary level who will not participate in any of the individual writing categories.
2. Contestants must wear white shirt with their identification card.
3. All contestants must attend the orientation before the competition.
4. All contestants are prohibited from returning to their quarters or communicating in any form (text, call, chat, etc.) with their respective advisers from beginning to the end of the contest.
5. A mini press conference and a sports event will serve as the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). Photojournalists must take pictures of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference will be conducted for the introduction of the players, coaches, and tournament officials. Subsequently, a post conference will be held for interviews and data gathering.
7. The team will have four hours for writing, layouting, editing of articles and printing. Coverage and data gathering during the mini press conference,



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pre-game, actual game, and post conference shall be excluded from the 4-hour time allotment.

8. Each team is allowed to bring only the following:
 - two digital/DSLR cameras
 - one printer with scanner
 - one card reader
 - one blank flash drive
 - extension cords
 - a maximum of four laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output
 - A4 size bond paper
9. Laptops to be submitted to the DTWG/RTWG/NTWG should be labeled in the following format:

Category – Medium-Level Region
Name, School, Division

e.g.,

Collaborative Desktop Publishing – English – Secondary – Region VII
Angelina Fajardo, Mandaue National High School, Mandaue

Labels should be affixed to the laptop bag using bond paper.

10. Official laptops, previously cleared of stored documents, must be submitted to the DTWG/RTWG/NTWG on **February 13, 2025** (up to 5PM only) to check for any other applications, pre-written documents or references. Failure to submit the laptops on/before the deadline will result in disqualification of the competing team.
11. The host division/region will provide six scanners for the editorial cartoon, three for elementary and three for secondary (English/Filipino) as backup for the contestants.
12. Mobile phones and other electronic devices are prohibited, except for digital cameras/DSLRs and laptops with disabled internet connection.
13. Each team must convert their output into **PDF**, print it on A4 size bond paper, and submit it to the examiner/s. The collaborative desktop publishing team should submit both hard and soft copies of their entries.
14. The output of the contest is a four-page full-colored publication in A4 size. The output will be stored in a flash drive provided by the examiner/s and uploaded to the designated computer for evaluation/judging.



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15. Each team must ensure that no identifying marks and information about the contestants (pen name must be used), their school, division, or region are present on their output; otherwise, it would be a **ground for disqualification**.
16. The top five teams will be recognized and their scores will contribute in determining the overall scores.
17. The decision of the Board of Judges is final and irrevocable.

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each school/division/region shall organize a team of **five** members for English and **five** members for Filipino in Secondary level who shall not be competing in any of the individual writing categories.
2. Contestants must wear white shirt with their identification card.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are prohibited from returning to their quarters or communicating in any form (text, call, chat, etc.) with their respective advisers from the start to the end of the contest.
5. A mini press conference and a sports event will serve as the basis for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists must take pictures/videos of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference will be conducted for the introduction of the players, coaches, and tournament officials. Subsequently, a post conference will be held for interview and data gathering.
7. The team will have four hours for writing, layouting, and editing of articles online after creating an online publication using the official platform to be provided by the organizer. Coverage and data gathering during the mini press conference, pre-game, actual game, and post conference shall be excluded from the 4-hour time allotment.
8. Specific instructions on the number of articles to be produced will be given during the orientation.
9. Each team will be required to bring only the following:
 - one scanner -flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed)
 - two digital/DSLR cameras
 - a maximum of four laptops installed with photo editing software for image enhancement



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- maximum of two pocket Wi-Fi (preferably with two different networks) or two wireless routers
- extension cords

10. Laptops to be submitted to the DTWG/RTWG/NTWG should be labeled in the following format:

Category – Medium-Level Region
Name, School, Division

e.g.,

Online Publishing – English – Secondary – Region VII
Elaine Fajardo, Mandaue National High School, Mandaue

Labels should be affixed to the laptop bag using bond paper.

11. Official laptops, previously cleared of stored documents, must be submitted to the DTWG/RTWG/NTWG on **February 13, 2025** (up to 5PM only) to check for any other applications, pre-written documents, or references. Failure to submit the laptops on/before the deadline will result in disqualification of the competing team.

12. Each group must email their URL or link to the assigned examiner.

13. Each team must ensure that no identifying marks and information about the contestants (pen name must be used), their school, division, or region are present on their output; otherwise it would be a ground for disqualification.

14. The top five teams will be recognized, and their scores will contribute in determining the overall scores. All competing teams shall be given points and ranked accordingly.

15. The decision of the Board of Judges is final and irrevocable.

GUIDELINES FOR TV SCRIPTWRITING AND BROADCASTING

The contest aims to promote collaboration among campus journalists and simulate the workplace of a television news production department.

A. General Guidelines

1. Each region must form a team of **seven** members for English and **seven** for Filipino in secondary level who are not competing in any of the individual writing categories.
2. The members should have the following roles/tasks, including but not limited to:
 - a. scriptwriter/s
 - b. anchor/s
 - c. reporter/s
 - d. producer/director who could also act as floor director



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- e. video/graphics editor
- f. video journalist/camera man

Any team member can take on multiple roles, as long as it does not create conflicts or awkwardness in the outcome of the broadcast (e.g., an anchor cannot also be a reporter simultaneously. However, an anchor can also serve as a news or infomercial writer).

3. The DTWG/RTWG/NTWG, in coordination with the host region, will provide a list of available equipment and tools in the simulation broadcast room with the regional coordinators a week before the contest through an advisory.
4. A 30-minute technical orientation will be conducted a day or days before the opening of the DSPC/RSPC/NSPC for the directors and video/graphics editors. Subsequently, each team will have 30 minutes per medium to visit the simulation broadcast room for familiarization.
5. In getting the overall results for the best TV broadcast, accumulated points from the individual and group awards shall be considered.
6. The awards for this category include the following:

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

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

PRE-CONTEST

1. Each team must bring only the following:
 - maximum of four laptops with at least 10GB free space and a video editing program (with uploading capacity)
 - three empty USB Flash Drives (at least 16GB minimum)
 - maximum of two video/DSLR camera/mobile phones (without sim and emptied internal storage) compatible with the laptop
 - two emptied memory cards
 - A4-size bond paper
 - one inkjet printer
 - extension cord/s
2. Laptops and flash drives to be submitted to the DTWG/RTWG/NTWG should be labeled in the following format:



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Category – Medium – Level – Region
Director's Name, School, Division

e.g.,

TV Script Writing and Broadcasting – English – Secondary – Region VII
Angelina Fajardo, Mandaue National High School, Mandaue

Labels for laptops will be placed on a bond paper and attached to the laptop bag. Flash drives will be sealed in an envelope with a corresponding label.

3. Checking and sealing of laptops shall be done on **February 13, 2025** (until 5 p.m. only). Laptops must be cleared of stored documents upon submission, except for the pre-recorded OBB and CBB and offline editing software.
4. Failure to submit the laptops on/before the set deadline will result in disqualification of the competing team.
5. Only the equipment and tools in the simulation broadcast room are allowed to be used by the participants during the actual presentation.
6. Before the start of the contest, the teams will be oriented on the roles of the participants and criteria for judging by the chairman of the board of judges. All participants should attend this orientation.
7. The directors will draw lots to determine the order of presentation. Then, contest materials saved in flash drives sealed in envelopes shall be distributed to the directors.

CONTEST PROPER:

A. SCRIPTWRITING AND PRODUCTION

1. The team should include the following components in their script:
 - a. **Cover page:** This page should contain the group's name (mock TV network name)
 - b. **News:** Only the five sets of data provided by the DTWG/RTWG/NTWG will be used in the news reports. Each news script should specify the corresponding video and/or audio component extracted from the folders or created during the actual contest.
 - c. **Infomercial/Developmental Communication:** The team must create one infomercial or developmental communication plug with a maximum duration of 60 seconds.

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

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



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The script should contain video and audio components.

d. **Field Report:**

The production must include a live field report with or without canned video support.

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

f. **OBB/CBB:** The DTWG/RTWG/NTWG will provide TV station and program names, uniform to all groups.

2. Four hours will be allotted for the **pre-production** (story conference and scriptwriting), **actual production** (video shooting/recording, infomercial production), **post-production** (editing) and rehearsal.
3. Once scriptwriting begins, contestants are not allowed to leave the contest venue. For personal needs the proctor will accompany them to the nearest restrooms.
4. Each team must submit four copies of the script: three for the judges and one for the DTWG/RTWG/NTWG. Additional copies for team use may be printed.
5. The cover page of the script must reflect the TV Network and Program names (as provided by the NTWG), and the names of the team members with their respective roles (i.e., anchor, field reporter, etc.).
6. The script should not contain any information that could identify the contestants, their school, division, or region.
7. All teams must stop working after the allotted four-hour time limit. A buzzer signals the end of the scriptwriting and production time.
8. A designated holding area shall be provided for each role.
9. Team members are only allowed to leave the room when it is their turn to perform or for personal needs under the supervision of a proctor.

B. TV BROADCAST SKILLS PERFORMANCE

1. Only two laptops are allowed inside the studio: one for use as a substitute for teleprompter and one for technical application.
2. News segments will consist of live and edited reports created during the allotted time for production. Only the OBB/CBB and stingers/audio bed are pre-recorded/pre-produced.

Video and audio playback for the live reports are either extracted from the folders or created during the actual contest.

3. Other than the actual broadcast time, ten minutes will be allotted for entrance and preparation.



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4. Each team is given ten minutes of preparation time with the assistance of technical experts (service providers). Three warnings will be issued to any team that fails to begin after the allotted preparation time, unless a technical issue arises:

First warning - 1 minute

Second warning - 1 minute and 30 seconds

Third/final warning - 2 minutes

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

5. Each team is given **six minutes** for the actual broadcast.
6. The host region shall provide a timer that can be seen by the contestants and the judges. An official timekeeper will be appointed.

The timekeeper will raise the **green flaglet** to indicate the start of the presentation.

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

A **red flaglet** will be raised to indicate that the group's allotted six minutes have been consumed.

7. If case of overtime/undertime during the specified broadcast duration, points will be deducted based on the following criteria for adherence to time allotment (5%):

Overtime/Undertime	Deduction
1-3 seconds	1 point
4-30 seconds	2 points
31-60 seconds	3 points
61-90 seconds	4 points
91-120 seconds	5 points

8. The timekeeper will furnish the judges with a record of each group's broadcast running time immediately after their performance. The record will detail the number of seconds/minutes each group exceeded or fell short of the allotted time.
9. Three minutes will be allotted for the exit.
10. The decision of the Board of Judges is **FINAL and IRREVOCABLE**.



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GENERAL GUIDELINES FOR SCHOOL PAPER CONTESTS
(in Portable Digital Format)

A. The School Paper Contest is open to Elementary and Secondary schools whose school papers are among the top ten per section per category in the region.

B. The top five highest pointers both in English and Filipino will be declared as the best school papers; however, the points of their ranking shall not be added to determine the best performing regions who will be recognized in the awarding ceremony at the last day of conduct of the DSPC/RSPC/NSPC.

C. Any school paper found to have copied and used texts, images, or other materials without duly acknowledging their sources, the following sanctions will be applied:

First Offense: Disqualification from the contest.

Second Offense: A formal notification will be sent to the Regional Director, who will then inform the concerned Schools Division Superintendent (SDS). The SDS will issue a written reprimand to the school paper adviser/s and the school principal. The concerned school paper adviser will undergo a refresher course on Plagiarism organized by the Division. Accordingly, the School Head shall implement plans and programs on intensifying academic honesty and integrity.

Third Offense: Disqualification from the School Paper Contest for three consecutive years.

D. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.

E. For the **2025** DSPC, each school must upload **the entire school paper of the 10 best entries per category/section (in PDF)** to the link to be provided to the regional journalism coordinators/education program supervisors in-charge of journalism.

The various SECTIONS/CATEGORIES in the school paper contest both English and Filipino are as follows:

1. News Section / Pahinang Balita
2. Editorial Section / Pahinang Editorial
3. Features Section / Pahinang Lathalain
4. Sports Section / Pahinang Pampalakasan
5. Science & Technology Section / Pahinang Agham at Teknolohiya
6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina

F. 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



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- Sports Section – at least 2
- Feature Section – at least 3
- Editorial Section – at least 2
- Science & Technology Section – at least 2
- 2. Process: Digital
- 3. Color: All pages in full color
- 4. Size: 9"x12" (Elementary)
12"x18" (Secondary)

G. Failure to adhere to the set guidelines when evaluating school papers will result in disqualification.

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

A. Editorial Section

1. The section must consist of at least two pages and should include the following: main editorial, editorial cartoon, columns, letters to the editor, and commentaries. Opinion polls or surveys may be included, but are not mandatory.
2. The discussion of issues should demonstrate a fair and balanced presentation of both sides of the issue, a clear moral purpose, logical reasoning, and proper citations/attribution of sources.
3. Topics featured in the section should tackle various international, national, or local issues that may have direct or indirect impact on the school or the community it serves.
4. The decision of the Board of Judges is final and irrevocable.

B. News Section

1. The section must consist of at least three pages.
2. The content and scope of the news stories should cover international, national, regional, community and school-related news stories.
3. The content of the section may include straight or spot news, advance/follow up reports, news bits, news features, 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 must consist of at least three pages.
2. The feature articles should display unique and creative presentation of topics, logical organization of ideas and facts, writers' facility of the language and proper citations/attribution of sources.
3. The decision of the Board of Judges is final and irrevocable.

D. Sports Section

1. The section must consist of at least two pages.
2. The content and scope of the sports news should cover international, national, regional, community and school-related sports news stories.



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3. The section may contain straight or spot news, advance/follow-up report; news bits; news feature/news analysis; in-depth news, features and editorial/column related to sports.
4. The decision of the Board of Judges is final and irrevocable.

E. Science and Technology Section

1. The Science and Technology Section must consist of at least two pages.
2. The content may cover health, environmental, scientific, technological, and innovative stories presented in news, feature, or scientific commentary style. This should also discuss 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 must conform to the principles of layout and design.
2. The content (texts and images) should consider a variety of stories about the community and the school, including those of international, national, and local significance.
3. The decision of the Board of Judges is final and irrevocable.

**CRITERIA FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISER
AND CAMPUS JOURNALIST**

A. Outstanding School Paper Adviser

1. The candidate must have been an SPA for at least 5 consecutive years prior to the search.
2. Once qualified, the candidate shall be assessed on the following criteria:

<i>Indicator</i>	<i>Points</i>	<i>Score</i>
Performance Rating	15	
Achievement in Journalism (past 3 years)	50	
Leadership related to Journalism	15	
Extension services	5	
Published reading materials/articles related to journalism	5	
Scholarship/Awards related to Journalism	5	
Interview	5	
Total	100	

3. All documents must be duly certified true and correct by concerned authorities.
4. Interview of candidates shall be conducted on February 13, 2025. Candidates must be ready anytime.
5. The Outstanding Division School Paper Advisers (elementary and secondary) are official delegates to the RSPC.

B. Outstanding Campus Journalist

1. The candidate must have been involved actively in campus journalism for at least 2 years.
2. He/She must present a copy of his/her school paper with his/her name as a member of the editorial staff.
3. He/She must present a document duly signed by the school head certifying his/her academic standing.
4. Once qualified, the candidate shall be evaluated based on the following criteria:

<i>Indicator</i>	<i>Points</i>	<i>Score</i>
Academic Standing	20	
Achievements in Journalism	40	
Leadership at national/regional/division/school associations, position in school publication	25	
Community and extension services related to journalism	10	
Interview	5	
Total	100	

5. Interview of candidates shall be conducted on February 13, 2025. Candidates must be ready anytime.
6. The Outstanding Division Campus Journalists (elementary and secondary) are official delegates to the RSPC.