



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS-TAGBILARAN CITY
Tagbilaran City



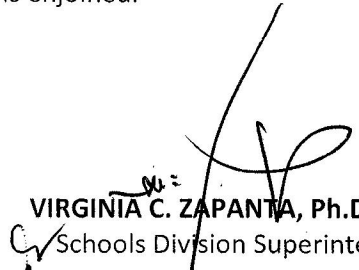
November 16, 2017

Division Memorandum
No. 10, s. 2017

2017 REGIONAL SCHOOLS PRESS CONFERENCE

To : All Public & Private Elementary and Secondary School Heads
Education Program Supervisors/ Division Coordinators

1. The **2017 Regional Schools Press Conference** with the theme, **"Embracing ASEAN Integration: Campus Journalists' Role in Advancing Inclusive Education"** will be held on December 9-12, 2017 in Cebu City and will be hosted by Cebu City Division.
2. The conference aims to:
 - a. demonstrate understanding of the importance of journalism by expressing it through different journalistic endeavors and approaches;
 - b. sustain advocacy on social consciousness and environmental awareness;
 - c. provide a venue for an enriching learning experience for students interested in Journalism as a career or those who intend to use skill sets learned through campus journalism to give them a better edge in their chosen careers;
 - d. promote responsible journalism and fair ethical use of social media; and
 - e. enhance journalistic competence through healthy and friendly competitions.
3. Participants to the 2017 RSPC are the following:
 - a. the top five (5) Division winners of the different individual writing contests in English and Filipino of both elementary and secondary levels;
 - b. Division first place winners in Radio Script Writing and Broadcasting
 - c. School Paper Advisers
 - d. Division journalism coordinators
4. Expenses in the attendance to this activity is chargeable against school/Division MOOE/SEF/PTA/Campus Journalism Funds, or other available sources, subject to the usual accounting and auditing rules and regulations.
5. Regional Memorandum No. 885, s. 2017 is herewith attached for further reference.
6. Immediate dissemination of this memorandum is enjoined.


VIRGINIA C. ZAPANTA, Ph.D., CESO V
Schools Division Superintendent



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



NOV 16 2017

REGIONAL MEMORANDUM

No. **0885**, 2017

2017 REGIONAL SCHOOLS PRESS CONFERENCE (RSPC)

To : **Schools Division Superintendents**

1. Pursuant Republic Act (RA) No. 7079, also known as the *Campus Journalism Act of 1991*, this Office announces the conduct of the **2017 Regional Schools Press Conference (RSPC)** with the theme, **“Embracing ASEAN Integration: Campus Journalists’ Role in Advancing Inclusive Education”**. This will be held on December 9-12, 2017 in Cebu City to be hosted by Cebu City Division.

2. The conference aims to:

- a. demonstrate understanding on the importance of journalism by expressing it through different journalistic endeavors and approaches;
- b. sustain advocacy on social consciousness and environmental awareness;
- c. provide a venue for an enriching learning experience for students interested in Journalism as a career or those who intend to use skill sets learned through campus journalism to give them a better edge in their chosen careers;
- d. promote responsible journalism, fair and ethical use of social media; and
- e. enhance journalistic competence through healthy and friendly competitions.

3. Participants to the 2017 RSPC are the following:

- a. the top five (5) Division winners of the different individual writing contests in English and Filipino of both elementary and secondary levels;
- b. Division first place winners in **Radio Script Writing and Broadcasting, Collaborative Desktop Publishing, TV Scriptwriting and Broadcasting** (for secondary only), **Online Publishing** (exhibition for secondary level);
- c. School Paper advisers;
- d. Division journalism coordinators
- e. Board of Judges
- f. Division and Regional Technical Working Group

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat”

4. The Conference activities shall include the following:
 - a. Individual Contests (News Writing, Editorial Writing, Feature Writing, Sports Writing, Editorial Cartooning, Copyreading and Headline Writing, Photojournalism, Science and Technology Writing)
 - b. School Paper contest
 - c. Radio Script Writing and Broadcasting Contests
 - d. Collaborative Desktop Publishing (CDP)
 - e. Online Publishing (exhibition only for secondary level)
 - f. Search for Outstanding School Paper Advisers (SPA) and Campus Journalists (CJ)

5. Recognizing and respecting Intellectual Property Rights, the Department adheres to the rule concerning plagiarism. DepEd reiterates its stand to disqualify school papers found to have copied and published texts, graphics and other materials without duly acknowledging their sources. The disqualification covers all competition sections of the school paper whether they are published in print or PDF copy. Any form of plagiarism as proven by the board of judges shall be ground for disqualification.

6. In order to clarify issues and concerns regarding the conduct of the RSPC, concerned officials, and all participants are advised to refer to the list of enclosures on the guidelines of school paper, individual and group contests below:

Enclosure Number	Content
1	General Guidelines for the Selection of Winners in the Different Individual Writing Contests
2	General Guidelines for the School Paper Contest (Print or PDF)
3	Guidelines for Radio Scriptwriting and Broadcasting Contests (Filipino and English)
4	Guidelines for Collaborative Desktop Publishing Contest
5	Guidelines for TV Scriptwriting and Broadcasting contest (Filipino and English) Score Sheet for TV Scriptwriting and Broadcasting
6	Guidelines for the Online Publishing Contest Score Sheet for Online Publishing
7	Criteria for the Search for Outstanding School Paper Adviser and Campus Journalist

7. The Online Publishing is still on its trial run which will be conducted as an exhibition of skills both in Filipino and in English for secondary level only. The competing teams in the Collaborative Desktop Publishing (secondary level) will also be the same teams that will compete for the Online Publishing Exhibition.


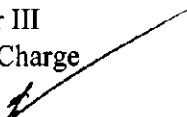
8. TV script writing and broadcasting will now be part of the contests both in Filipino and in English for the secondary level only.

9. All schools divisions should strictly follow the **No School Paper, No Student Contestant Policy**.

10. Schools that have collected journalism or subscription fees from their learners should submit school paper entries in print, **not in PDF files**.

11. Any violation of the stipulated guidelines is subject for disqualification.

12. Only the top five (5) winners of the individual event in the Division Schools Press Conference (DSPC) shall be qualified for the RSPC. Submission of school papers for judging at the Regional Office, certified list of winners (hard and soft copies) signed by the SDS indicating the name of their school, the school publication (English or Filipino) and the name of their school paper adviser shall be on or before **December 4, 2017**, Attention: Dr. Luz C. Jandayan, Chief, ESSD/Regional Journalism Coordinator.
13. A registration fee of **One Thousand Six Hundred Pesos (PhP 1,600.00)** shall be charged to each participant/delegate, payable in cash to the host division, to defray expenses for the food, honoraria of the board of judges, kits, medals, trophies and other expenses. Membership fee of **Sixty Pesos (PhP 60.00)** for the SPA and **Thirty Pesos (PhP 30.00)** for the CJ shall also be collected by the CVSPAMI treasurer during the registration.
14. Registration fee, traveling and other incidental expenses of the participants are chargeable against school/Division MOOE/SEF/PTA/Campus Journalism Funds, or other available sources, subject to the usual accounting and auditing rules and regulations.
15. Each delegation must wear their delegation uniform and bring their delegation banner, and prepare a two minute "yell/cheer for the parade and opening program at 2:00PM on December 9, 2017.
16. All delegations are advised to arrive at the venue in the morning of December 9, 2017 for billeting purposes. First meal to be served is PM snacks of December 9, 2017 and last meal is lunch of December 12, 2017.
17. The SDS/ASDS or the Division Journalism Coordinators shall head the division delegation to the RSPC and shall be responsible for their participants during the whole duration of the RSPC.
18. The teacher-participants are entitled to service credits in accordance with the provisions of DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003, while the non-teaching participants are entitled to Compensatory Time Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004.
19. For further information and clarification, all concerned individuals may contact Dr. Luz C. Jandayan, Chief ESSD at Telephone Number: 254 7062.
20. Immediate and wide dissemination of this Memorandum is directed.


JULIET A. JERUTA
Director III
Officer-in-Charge


JAI/STJ/LC/EBE/LBA/rhcabotaje

GENERAL GUIDELINES FOR THE SELECTION OF WINNERS IN THE DIFFERENT INDIVIDUAL WRITING CONTESTS

The competition in the Individual Writing Contest is designed to showcase the competencies of campus journalists, demonstrate their holistic journalistic skills and proficiency through media exposure, immersion and press conferences, and promote free responsible journalism.

Only learners from schools with school paper (Print or PDF copy), both in English and Filipino for the school year and who won the top 5 spots in each category are allowed to compete in the various individual contests of the RSPC.

The following will be strictly implemented and complied with:

A. General

1. To facilitate proper identification, the participants are required to **wear their school uniform with their valid school ID/RSPC ID especially during the contest proper.**
2. The Divisions and the Region shall strictly follow the **“No School Paper, No Student Contestant”** policy. No contestant shall be allowed to compete unless he/she can present his/her school’s actual issue or the final blueprint of their school paper with **Certificate of Circulation** signed by the School Head & noted by the SDS. The proctor shall be responsible in checking this prior to the actual contest. Only then shall the contestant/s be issued the *“permit”* to join in the contest.
3. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner. The proctor and/or examiner shall refer them to the RTWG for appropriate response.
4. Contestants should not put any identifying mark on the contest entry or answer sheet.
5. School paper advisers, teachers, principals, parents or guardians who will be found in and around the contest venue will be grounds for disqualification of their contestants. A waiting/holding area within the vicinity of the contest area shall be provided.
6. The top 5 per medium shall be recognized and their points will be included in the computation of the overall scores.
7. **Violation of any of the stipulated guidelines will be grounds for disqualification of the contestant.**
8. *The decision of the Board of Judges in all aspects of the contests shall be deemed final and irrevocable.*

B. Specific contest rules :

Generally, each writing event shall be conducted for one hour except for Photojournalism and Sports Writing.

1. Sports Writing

- a. The TWG shall orient and provide final 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. Consequently, a post-game conference shall be held for further interview and data gathering.
- c. Contestants shall watch an actual game where they shall gather appropriate data and/or conduct interview with officials and athletes before and after the game.
- d. The actual sports writing contest shall be done right after the coverage of the game.

2. Copyreading and Headline Writing

- a. The contestants shall use the 2016 Associated Press (AP) copyreading symbols and follow directions given in the contest piece.
- b. The contestants shall **provide the best two headlines** for the article.

3. Editorial Cartooning

- a. The contestants must bring their own pencils (No. 2) while the RTWG shall provide the Oslo papers for the contest.
- b. The cartoon must reflect the elements of editorial cartooning.
- c. The cartoon should be, at all times, compliant with the professional and ethical standards of media.
- d. Use of additional drawing materials (enhancers) shall be a **ground for disqualification**.

4. Science and Technology Writing

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

5. Photojournalism

a. Preparation:

- Contestants should be at the contest venue thirty (30) minutes before the orientation.
- The contestants are allowed to use any digital camera (point and shoot only) with a maximum of 20 megapixels. Contestants who will use any DSLR and other high-end cameras **will not be permitted to join the contest**.
- The contestant should bring his/her own camera cable for uploading of pictures. Cellular phones, extra digital cameras, extra storage card or any additional materials/equipment **are not allowed** in the contest area.

b. Provision for Memory Card:

- The contestants shall submit their official empty memory card through their delegation head to the RTWG/facilitators on *December 9, 2017 from 8:00AM- 12:00 Noon* only. Failure to submit within the stated period will result to disqualification of the contestants.
- The contestants will load the storage card in front of the examiners on the contest day.

c. Photo Shoot:

- After announcing the contest theme/topic, the first shot (control shot) by all contestants shall be focused on one subject as determined by the examiner.
- Every contestant is given one (1) hour to take pictures which does not include the loading and unloading of the storage card in front of the examiners/proctors.
- During the actual photo shooting, the advisers, trainers, parents and spectators are NOT allowed in the venue.
- The contestants are allowed to take ten (10) photos but only six (6) shots (including the control shot) will be submitted as official entries.
- Five (5) best photos and the control shot shall be uploaded in one folder by the contestants to the RTWG assigned laptop/desktop for judging.
- Layout of the five (5) best photos with caption shall be presented in a one-slide PowerPoint and saved as PDF.

**GENERAL GUIDELINES FOR SCHOOL PAPER CONTEST
(Print and PDF)**

1. The School Paper contest is open to all elementary and secondary schools that topped/best in the division.
2. Only the school papers that have won in at least four (4) sections/categories shall be declared as one of the Best School Papers in the region.
3. The top seven (7) winners in each section per medium (English and Filipino) will be declared. However, **the points of each publication shall be added only to School Paper Contest if the school papers will qualify in criteria B.**
4. **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.**
5. If the school paper shall join again the following year and found to have committed the same offense, the following sanctions shall be applied:
 - 1st Offense: A written reprimand shall be issued to the school paper adviser, the school principal and a formal notification shall be sent to the Schools Division Superintendent. The School paper Adviser will need to undergo a refresher course on Plagiarism organized by the Division. The principal shall be asked to implement plans to teach their students about the ills of plagiarism and its consequences.
 - 2nd Offense: Disqualification from the School Paper contests for three (3) consecutive years.
6. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable
7. The school paper must be submitted in any of the following format:
 - a. **Paper-based or in print (hard copy) or Electronic document (PDF).** Since the school paper and e-document entries will be evaluated using the same set of criteria, each division is supposed to submit **ten (10) entries per category**, which are composed of school paper and e-document division qualifiers combined. The requirements for the e-document are the same as those of the paper-based entries except that they will be in the portable document format (PDF). E-documents must be placed in a compact disc (CD). **Schools that will submit entries in print format should include a certificate of circulation from the school principal that the printed school paper was widely circulated to the students of the current school year.**
 - b. **Schools that did not collect journalism or subscription fee from the students are the only institution allowed to submit their campus publication in e-document format (pdf).** Schools that will submit entries in this format should include a certification from the parents' association duly noted by school principal, that no publication fee was collected from the students. **This certification should be included in the documents submitted to the regional office before the regional judging of the school papers.**

For the regional contest, the division may submit **three copies of the final blueprint** of each school paper entry for both elementary and secondary levels, in English and Filipino. These must be submitted by category: *English-Elementary, English-Secondary, Filipino-Elementary and Filipino-Secondary.*

8. The different sections/categories to be evaluated for the group contest are as follows:
 - a. News Section / Pahinang Balita
 - b. Editorial Section / Pahinang Editorial
 - c. Features Section / Pahinang Lathalain
 - d. Sports Section / Pahinang Pampalakasan
 - e. Science & Technology Section / Pahinang Agham at Teknolohiya
 - f. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina

Each section will be judged/evaluated according to the guidelines/criteria set for the section/category.

9. The technical specifications for both elementary and secondary levels are as follows:
 - a. Number of pages- minimum of 12, maximum of 20
 - News Section - at least 3 pages
 - Editorial Section - at least 2 pages
 - Features Section - at least 3 pages
 - Sports Section - at least 2 pages
 - Science & Technology - at least 2 pages
 - b. Process : Offset/Digital
 - c. Paper stock: Book Paper or C2S 60GSM – 80GSM
 - d. Color: Front and back cover in full color
Inside pages in black and white
 - e. Size :
9” x 12” - elementary
12” x 18” - secondary

10. **Deadline for submission of division entries for the group contest will be on December 4, 2017 until 5:00 o'clock in the afternoon.**

**GUIDELINES FOR RADIO SCRIPTWRITING AND BROADCASTING CONTESTS
(FILIPINO AND ENGLISH)**

A. General Guidelines

- a. Each division shall have two separate teams composed of seven (7) members for the English and Filipino categories, in both elementary and secondary levels. The members should not be participants in any individual contest.
- b. To facilitate proper identification, the participants are required to wear their school uniform with their valid school ID/RSPC ID especially during contest proper.
- c. A one hour (1) hour orientation shall be conducted for all the contestants (distribute previously checked laptops, cleared of stored documents)
- d. Individual awards include best anchor and best news presenter, while group awards include best in technical application, best infomercial and best script.
- e. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
- f. The decision of the members of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- g. Any breach or violation of the stipulated guidelines shall be valid grounds for disqualification.

B. Script Writing

- a. Each team may use up to three (3) laptops, cleared with stored documents, and an inkjet printer in preparing and printing of the script. All laptops must be submitted to the contest committee for inspection on December 9, 2017 at 8:00am to 10:00am. Each team is required to bring extension wires/cords and other equipment for rehearsal.
- b. The students will be given 1 1/2 hours to prepare a script for a 5-minute radio broadcast, that includes an infomercial, which may depict health, environment, politics and social issues, and four (4) news articles, which may be based on press releases, raw data, or any other option given by the RSPC management. The infomercial shall have a maximum length of (1) minute and shall use the language that the group is competing in. Another 30 minutes will be allotted for the printing of the output. After two (2) hours, each team should submit four (4) copies of the script. Three (3) will be submitted to the judges and one (1) to the RTWG. The team may print extra copies for their own use. Judges may be given an hour to read and judge the script before the simulation starts.
- c. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, a member of the contest committee shall accompany them to the rest rooms.
- d. The script should not bear any information that may identify the school, or division, but it should include the names of the members of the team with their job assignment/contribution (i.e. anchor, news presenter, etc.). **Station ID shall be given by the RTWG during the contest.**

- e. Scripts should be :
- encoded using Arial font size 12
 - with directorial instructions in capital letters
 - double-spaced with normal margin (1" on all sides)
 - printed in A4-sized bond paper (8.27" x 11.69")

C. Broadcast Simulation

- a. A broadcast room for the presentation shall be identified in the testing center or contest venue. Only the contestants, judges and the members of the contest committee shall be allowed inside. The student broadcasters shall be concealed from the judges all throughout their presentation.
- b. The organizers/host division 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 will be provided for the laptops and other sources of sound effects, except mobile phones.
- c. Except for the volume meter, contestants/technical director shall not be allowed to change, adjust and manipulate the main control board during their presentation.
- d. **Mobile phones and reference books shall not be allowed in the contest area.**
- e. In case of power failure, the affected team shall be allowed to perform again.
- f. Each team shall be given eight (8) minutes: two (2) minutes of which for preparation, five (5) minutes for the actual broadcast and one (1) minute for exit. Provided running time shall be applied.
- g. The organizers shall provide a wall clock or a timer, which will serve as the official time that can be seen by the contestants and the judges. There will be an official time keeper.
- h. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. The green flaglet shall then be raised to signal the team to start. The yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining and followed by the red flaglet to indicate that their time is up.
- i. The team who complied with the 5-minute production shall be given perfect score of five (5) points. In case of undertime/overtime, the following scheme of deductions shall be followed:
- | | |
|--------------------------|------------|
| 1 second to 20 seconds | - 1 point |
| 21 seconds to 40 seconds | - 2 points |
| 41 seconds to 60 seconds | - 3 points |
| 61 seconds and above | - 4 points |
- j. The contestants shall leave the broadcast room right after their presentation.

GUIDELINES FOR COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each division shall organize a team of seven-member contestants who shall not be competing in any of the regional individual writing contest. There will be one team for English and another for Filipino, both at the elementary and secondary levels. Contestants shall wear their uniform or delegation shirts with identification cards during the contest.
2. All contestants are required to attend the orientation before the actual competition.
3. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters nor report to their respective advisers until the end of the contest.
4. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. Coverage of an actual sports event shall be attended by the sports writers. Pictures of the mini press conference shall be taken by the photojournalists and editorial cartoons will be produced while the rest of the team is doing write-ups, lay-outing and editing.
5. Sports writers and photo journalists must be ready to watch an actual game where they shall gather appropriate data and/or conduct interview before and after the game. 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 further interview and data gathering.
6. The team will be given four (4) hours for data gathering, writing, layouting, and editing.
7. Each team is allowed to bring at least two (2) digital/DSL cameras, one (1) inkjet printer with scanner, one (1) card reader, one (1) blank flash drive, extension wires and a maximum of (4) laptops installed with either Pagemaker or InDesign and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output. **Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on December 10, 2017 (up to 5PM only) to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on/before the set deadline shall mean disqualification of the competing team.**
8. The host division will provide four (4) scanners for the editorial cartoon (two for elementary and two for secondary (English/Filipino)).
9. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras and laptops with disabled internet connection.
10. Each team will be required to convert their output into pdf format, print and submit it to the contest committee. The collaborative desktop publishing team shall submit both hard and soft copies of their entries. They should ensure that no identifying marks about their school or division can be found on their output.
11. The output of the contest is an **A4 size four-page full - colored publication**. The output will be stored in a flash drive and uploaded to the designated computer for judging.
12. The top (3) three teams shall be recognized and the points they will garner will be included in the *determination of the overall scores*.
13. The decision of the members of the Board of Judges shall be deemed final and irrevocable .

GUIDELINES FOR TV SCRIPT WRITING AND BROADCASTING CONTEST

A. PRE CONTEST

1. Each competing team shall have seven (7) members of Filipino and English Newscast. Each Team must be composed of the following:

- a) News Anchor- (not more than 2)
- b) Field Reporters – (not more than 3)
- c) Script Writer
- d) Director/Executive Producer/Development Communications Writer-1
- e) Video and Graphics Editor-1
- f) Video researcher/Floor Director/Production Assistant-1
- g) Video journalist/Cameraman-1
- h) Assistant Video journalist-1

Note: Members may have multiple tasks.

2. Each Team must bring its own set of materials and equipment such as the following:

- a) Laptop with a script writing/video editing capability;
- b) Two (2) empty flash drives (16GB) or External hard drive;
- c) Camera phone, Digital Camera or DSLR which is compatible with the laptop for uploading capability;
- d) Wired lapel (optional);
- e) Paper, printer with ink;
- f) Broadband (stick);and
- g) Extension cord

3. Prior to the commencement of the newscast competition, an orientation for the participants shall be undertaken to lay down the rules of the competition, the necessary skills that must be exhibited during the competition, the definition of the respective roles of the participants and the criteria for judging for each event and/or category. All participants shall be required to attend the orientation.

4. Each team shall be given a maximum time of four and a half (4 ½) hours as part of the production process. Each team must "STRICTLY OBSERVE" the following time allotment for production efficiency:

- a) News Gathering -1Hr. and 15 mins.
- b) News writing- 1Hr.
- c) Video Editing- 1 Hr.
- d) NOTE: After video editing, each Team must already be ready to tape as "LIVE" its newscast.
- e) Tape as "LIVE" Broadcast Presentation-10 mins.
- f) Post Production-1 hr. to 1 hr. and 25 mins. (with deduction)

B. CONTEST PROPER

PRE-PRODUCTION: NEWS GATHERING

1. The judges shall provide a story menu or set of news worthy topics including a development communication theme.
2. Each Team shall be given ten (10) minutes to come up with a story line-up after conducting a story conference.
3. Each Team shall be given one (1) hour to download videos online and to shoot the spiels/standupper and additional video requirements of the reports.

PRODUCTION PROPER: SCRIPT WRITING, VIDEO EDITING AND BROADCAST PRESENTATION

A. SCRIPT WRITING

1. The format for TV broadcast (audio and video) script writing shall be observed.
2. Each Team shall be given one (1) hour to write its News Script.
3. The News Script shall consist of the following:
 - a) **(1) STORY LINE –UP-** Appearance of news items systematically arranged according to video relevance/impact, news worthiness, timeliness and importance.
 - b) **(1) HEADLINES -** Brief summary of at least 3 significant news items. Headlines must not be more than thirty (30) seconds.
 - c) **(1) ANCHOR'S INTRODUCTION (INTRO)-** Anchor's greeting or opening spiel, which must not exceed (15) seconds.
 - d) **(1) ANCHOR'S LEAD INTRO OF REPORTER'S AV PACKAGE/REMOTE AV PACKAGE -** Anchor's brief introduction of reporter's AV package, which must not exceed fifteen (15) seconds.
 - e) **(2) AV PACKAGE-** Reporter's AV Package with standupper/standupper extro/midspiel. The AV Package may contain 4-6 paragraphs (1 sentence, 1 paragraph) and at least one (1) sound bite. Each report must have a minimum time of one (1) minute to a maximum time of one (1) minute and ten (10) seconds.
 - f) **(1) REMOTE AV PACKAGE-** Reporter's AV package with Live Intro/Extro and an optional banter with anchor. The AV Package may contain 4-6 paragraphs (1 sentence, 1 paragraph) and at least 1 sound bite. Each report must have a minimum time of one (1) minute to a maximum time of one (1) minute and ten (10) seconds.
 - g) **(1) VTR SILENT -** Anchor's live delivery of a shortened news report. It should not exceed thirty (30) seconds.
 - h) **(1) VTR SOT -** Anchor's live delivery of a shortened news report with a sound bite, which should not exceed thirty (30) seconds.
 - i) **DEVELOPMENT COMMUNICATION -** An original concept based on the theme provided by the judges. Each development communication production must not exceed thirty (30) seconds.
 - j) **TEASER (optional) -** A brief rundown of remaining news item aimed at teasing audience/viewers.
 - k) **OPENING BILLBOARD (OBB) AND CLOSING BILLBOARD (CBB)-** Each OBB or CBB must contain the group's assumed TV network name and logo. Each Production Team may pre-produce its OBB/Logo and create a graphics layout prior to the contest proper which must not exceed fifteen (15) seconds.

SAMPLE NEWS STORY LINE-UP: 6-MINUTER NEWSCAST

ANCHOR	TAKE	SLUG	VTR
		OBB	
		HEADLINES	
STEVE/RIDA		INTRO	
		GAP 1	
STEVE	1	STORY 1	REM DANO
RIDA	2	STORY 2	VTRSIL
STEVE	3	STORY 3	AV LOU
RIDA		TEASER	
		DEVELOPMENT COMMUNICATION	
		GAP 2	
STEVE	4	STORY 4	VTRSOT
RIDA	5	STORY 5	AV JOHN
STEVE/RIDA		EXTRO/BYE BYE	
		OBB	

4. Once the scriptwriting contest has started, no participant shall be allowed to leave the contest area. In case of personal necessity, a member of the contest management (proctor) shall accompany the participant outside the contest area.
5. The cover page of the main script must contain the group's name (NEWSCAST/PROGRAM TITLE), school and region, and the names of the participants and their respective roles in the production.

B. VIDEO EDITING

1. The video editing must commence once the news scripts become available.
2. Each Team shall be given one (1) hour for video editing.
3. Each Team shall be allowed to pre-produce/pre-select its graphics (gfx) layout (chargens, gfx lower thirds color and theme, bumper, transition, title card, musical score, sound effects and newscast logo).
4. Each Team shall be allowed to download videos online from credible news organizations provided that proper acknowledgment, such as "video courtesy" or "file video" shall be indicated.

C. BROADCAST PRESENTATION

1. The order of presentation shall be determined by drawing of lots.
2. If a TV broadcast studio "complete" with equipment (switchers, monitors) is "NOT" available), the following presentation shall be observed:
 - a) The Anchor(s) shall be deliver the newscast "taped as live" in an improvised studio provided by the RSPC organizers with 2-3 camera set up and wired lapels.
 - b) Taping of Intro Spiels, Lead Intro's and Extro Spiels must not exceed five (5) minutes.
 - c) Each Team shall be given five (5) minutes to set up a studio.
 - d) The proctor shall indicate the number of "takes" the anchor has made during the delivery of Intro of Spiels, Lead Intro's and Extro Spiels.
 - e) The proctor shall strictly monitor the time and shall submit the record to the judges.
 - f) The proctor shall flash the green card to signal the start of the presentation.
 - g) A yellow card shall be flashed by the Proctor to signal that the presenting Team has only one minute left for its broadcast presentation.

- h) A red card shall be flashed to signal that the time (5 mins) allotted for each Team has been consumed.
- i) After the lapse of the allotted time for each broadcast, a Team may continue its presentation. However, a corresponding deduction shall be given. A Team that delivers the broadcast under the allotted time shall also be given a corresponding deduction.
- j) The judge(s) shall observe the broadcast presentation.
- k) The judge(s) shall include the broadcast presentation in the criteria for judging.
- l) An event committee member shall be designated to ensure that order and silence in the audience are maintained during each Team's presentation.

POST PRODUCTION: EDITING OF TAPED AS LIVE NEWSCAST COMBINED WITH REPORTER'S AV, REMOTE AV PACKAGE AND ADDITIONAL VIDEO REQUIREMENTS FOR VTR SILENT AND VTR SOTS

1. Each team shall be given one (1) hour to accomplish the video editing and graphics layout of taped as live newscast combined with reporter's AV, remote AV and additional requirements for VTR Silent, VTR Sots and Development Communication output.
2. The proctor shall strictly monitor the time allotted for post-production.
3. If the final output is not submitted after an hour, an additional 25 minutes will be given to the team. Additional minute(s) that each Team has consumed shall have corresponding deductions. However, should any Team fail to submit the final output after the extension, it shall be automatically disqualified from the competition.

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. The teams that competed in the Collaborative Desktop Publishing (Secondary level) will be the same teams that will compete in the Online Publishing Contest.
2. The competition is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department in an online publishing house.
3. All contestants are required to attend the orientation before the actual competition.
4. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters nor report to their respective advisers/coaches until the end of the contest.
5. Using the materials or output from the Collaborative Desktop Publishing Contest and/or the input to be provided by host division, the competing teams will create an online publication using the official platform.
6. The team will be given two (2) hours for layouting and editing.
7. Each team will be required to bring a maximum of (4) laptops installed with Photoshop for image enhancement.
8. Each team shall bring two (2) of their own pocket wifis (preferably with two different networks) and extension cord.
9. The host division will provide four (4) scanners for the competition (two for Filipino and two for English).
10. Each group shall submit their URL to the assigned examiner.
11. The top (3) three teams shall be recognized but the points will not be included in the determination of the overall scores.
12. The decision of the Board of Judges shall be deemed final and irrevocable.

**CRITERIA FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISER AND CAMPUS JOURNALIST
2017 Regional Schools Press Conference**

General Guidelines

1. The Regional Office shall conduct the selection for one Outstanding School Paper Adviser and one Outstanding Campus Journalist for both Secondary and Elementary level.
2. Each division should have only one entry for every category based on the criteria provided for by the Regional Office.
3. Candidates shall be ranked based on the total points garnered. The top three (3) shall be given the following equivalent points, for consideration in the computation of the overall standing of the division, to wit:
 - 1st place – 5 points
 - 2nd place – 3 points
 - 3rd place – 1 point
4. The Selection Committee shall be composed of the following:
 - Chair - Chief of ESSD
 - Members Regional Coordinator of Campus Journalism, one Regional Education Program Supervisor, and President of the Association of Elementary and Secondary School Paper Advisers as needed.
5. Submission of pertinent documents of applicants for the Search for Outstanding SPA and CJ and evaluation of their documents shall be on **December 4, 2017**.

Basic Qualification: Must have been a school paper adviser for three (3) to five (5) consecutive years, immediately prior to the search.

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

Descriptive Rating:

- 96 – 100 – 5 pts.
- 91 – 95 – 4
- 86 – 90 – 3
- 80 – 95 – 2
- 76 – 80% -1

SY 2015-2016 = _____
 SY 2014-2015 = _____
 SY 2013-2014 = _____

B. Achievement in Journalism Contest (for the past three years)-----55 points

1. Individual Contest ----- 20 pts.

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

2. School Paper Contest -----20 pts.

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

3. Scriptwriting and Radio Broadcasting -----10 pts.

a. Individual Awards

	1 st	2 nd	3 rd	4 th	5 th
National Level	10	9	8	7	6
Regional Level	5	4	3		
Division Level	3	2	1		

b. Group Awards

	1 st	2 nd	3 rd	4 th	5 th
National Level	10	9	8	7	6
Regional Level	5	4	3		
Division Level	3	2	1		

4. Collaborative Publishing-----5 pts.

a. Group Awards

	1 st	2 nd	3 rd
National Level	5	4	3
Regional Level	3	2	1
Division Level	2	1	1

**In the event that there are several wins, the highest rank/points shall be considered.*

**Coaching by appointment will not be given points unless competed in the lower level.*

C. Leadership Related to Journalism-----15 pts.

Position	National	Regional
Division		
Association President	15	10
Vice President /Associate Publication Editor /EIC	13	7
Asst. Editor /Section Editor		
Secretary /Treasurer/other positions	10	5

**In the event that there are several positions, the highest shall be considered*

D. Community and Extension Services Related to Journalism----- 10 pts.

Division	National	Regional	
Organizer/Trainer/Resource Speaker/Committee Chairperson	10	7	5
Facilitator	7	4	2
Committee Membership	4	2	1

E. Published Reading Materials and journalism articles (news, features, etc).

Books/Modules on Journalism ----- 5 pts
1 per article (maximum of 5 points)

F. Scholarship Awards Related to Journalism----- 5 pts.

G. Panel Interview ----- 5pts.

Total: 100 points

****Non-appearance of the candidates in the panel interview is not a ground for disqualification in the search.***

RSPC MATRIX

TIME	DAY 0 (SATURDAY, Dec. 9)	DAY 1 (SUNDAY, Dec. 10)	DAY 2 (MONDAY, Dec. 11)	DAY 3 (TUESDAY, Dec. 12)
6:00 - 8:00	B R E A K F A S T			
	ARRIVAL AND REGISTRATION AT THE BILLETING QUARTERS	<p>Assembly Time for : PHOTOJOURNALISM Distribution of Cameras at CCNSHS</p> <p>SPORTS WRITING Assembly Area: LABANGON ELEM. (PARTICIPANTS WILL BE BROUGHT TO THE VENUE WHICH WILL BE ANNOUNCED DURING THE CONTEST) 8:30-10:00</p> <p>*Actual Photo Shooting (Venue will be announced during the contest) * Actual Sports viewing Contest: (8:30-9:30)</p> <p>COPY READING & HEADLINE WRITING ELEM. & SEC at CCNSHS</p> <p>NEWS WRITING ELEM & SEC. at CCNSHS</p> <p>10:00 -11:30 SCIENCE & TECH WRITING EDITORIAL WRITING ELEM & SEC. at CCNSHS</p>	<p>8:00 - 9:00 SCRIPT WRITING CONTEST (Eng & Fil) Elem: CCSHS Sec.: Ramon Duterte Nat'l HS</p> <p>9:00 - 10:00 RADIO BROADCASTING REHEARSAL FILIPINO AND ENGLISH 8:00-12:00 *COLLABORATIVE DESKTOP PUBLISHING Venue: Don Carlos Gothong NHS</p> <p>*TV SCRIPT WRITING BROADCASTING 10:00 - 12:00</p> <p>RADIO BROADCASTING CONTEST FILIPINO Elem: CCSHS Sec.: Ramon Duterte Nat'l HS</p>	<p>8:00 - 10:00 AWARDING CEREMONIES FOR THE GROUP & INDIVIDUAL CATEGORIES Venue : SM Seaside</p>
10:00 - 12:00	<p>CHECKING OF CAMERAS AND SUBMISSION OF MEMORY CARDS VENUE : Labangon ES Gym (Elem & Sec)</p> <p>CHECKING OF LAPTOPS for Desktop Publishing Venue:CCSHS - ESIP 1&2</p>			
12:00 - 1:00	L U N C H			
2:30 -3:00	<p>ASSEMBLY FOR THE GRAND PARADE Venue: Fuente Ormeña</p>	<p>1:00-2:30 SPORTS WRITING EDITORIAL WRITING ELEM & SEC. at CCNSHS</p>	<p>1:00 - 3:00 RADIO BROADCASTING CONTEST English Elem: CCSHS Sec.: Ramon Duterte Nat'l HS</p>	
3:00 - 4:00	<p>GRAND PARADE HOLY MASS &</p>	<p>2:30 - 4:00 PHOTO LAY OUTING Contest :FEATURE WRITING ELEM & SEC. at CCNSHS</p>		
4:00 -6:00	<p>OPENING PROGRAM Venue: Cebu City Sports Complex</p>			
7:00 -8:00	<p>WELCOME PARTY Venue : Billeting Quarters</p>	<p>MAYOR'S NIGHT Venue : Mariner's Court</p>		HOME SWEET HOME