



Republic of the Philippines  
**Department of Education**

01 DEC 2015

DepEd MEMORANDUM  
No. **149**, s. 2015

**2016 NATIONAL SCHOOLS PRESS CONFERENCE (NSPC)**

To: Bureau Directors  
Regional Directors  
Schools Division Superintendents  
Heads, Public and Private Elementary and Secondary Schools  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Elementary Education (BEE) and the Bureau of Secondary Education (BSE), announces the conduct of the **2016 National Schools Press Conference (NSPC)** with the theme *The Role of 21<sup>st</sup> Century Campus Journalists in Upholding Good Governance, Leadership and Transparency* from February 22 to 26, 2016 in Koronadal City, South Cotabato. The host region is Region XII, and the host schools division is the Division of Koronadal City.

2. This is pursuant to Republic Act (RA) No. 7079, also known as the *Campus Journalism Act of 1991*, and in compliance to DepEd Order No. 47, s. 2010, entitled *Guidelines on Financial Subsidy for the Conduct of the National Schools Press Conference (NSPC)*, its implementing rules and regulations (IRR) specifically Rule IX of Section 1.

3. 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 and ethical use of social media; and
- e. enhance journalistic competence through healthy and friendly competitions.

4. The Conference activities shall include the following:

- a. Individual Contests;
- b. Radio Script Writing and Broadcasting Contests;
- c. Collaborative Desktop Publishing (CDP) Contest;
- d. CDP with Online Application (OA) (exhibition);
- e. TV Script Writing and Broadcasting (exhibition);
- f. Concurrent Sessions with Workshops; and
- g. Awarding of the Winners and Outstanding School Paper Advisers (SPAs) and Campus Journalists (CJs), among others.

5. Recognizing and respecting Intellectual Property Rights, the Department adheres to the rule concerning plagiarism. DepEd reiterates its stand to disqualify campus publications found to have copied and published texts, graphics and other materials without duly acknowledging their sources. **The disqualification covers all sections of the campus publications whether they are published in print or online.**

6. In order to clarify issues and concerns regarding the conduct of the Schools Press Conferences, concerned officials, officers-in-charge of NSPC, personnel and staff, learner-participants are advised to refer to the implementing guidelines stipulated in DepEd Order No. 47, s. 2010. Below is the list of enclosures on the changes and inclusions made on the guidelines of the individual and group contests:

Enclosure Number	Content
3	General Guidelines for the Selection of Winners in the Different Individual Writing Contests
3a	Score Sheet for Editorial Writing
3b	Score Sheet for News Writing
3c	Score Sheet for Feature Writing
3d	Score Sheet for Sports Writing
3e	Score Sheet for Editorial Cartooning
3f	Score Sheet for Photojournalism
3g	Score Sheet for Science and Technology Writing
4	General Guidelines for the Group Contests (School Paper, E Document and E-Publication)
4a	General Guidelines for the Selection of the Best Sections and Layout and Page Design Category
4b	Score Sheet for the Editorial Section
4c	Score Sheet for the News Section
4d	Score Sheet for the Features Section
4e	Score Sheet for the Sports Section
4f	Score Sheet for Layout and Page Design Category
4g	Score Sheet for the Science and Technology Section
4h	Score Sheet for the Best E-Publication
4i	Score Sheet for Selecting the Best School Paper
5	Guidelines for the Collaborative Publishing Contest
5a	Score Sheet for Collaborative Publishing
6	Guidelines for Radio Broadcasting and Script Writing Contests (Filipino and English)
6a	Score Sheet for Radio Broadcasting and Scriptwriting
7	Guidelines for TV Script Writing and Broadcasting Contests (Filipino and English)
7a	Score Sheer for TV Script Writing and Broadcasting
8	How to Compute for the Overall Scores

7. The top seven winners in all events per contest category per medium shall be recognized and the points they garnered shall be included in the computation of the overall scores following the guidelines contained in Enclosure No. 8.

8. The Collaborative Desktop Publishing with Online Application (CDP OA), and TV Script Writing are still on their trial run and are to be conducted as an exhibition of skills.

9. The seven outstanding teams from the CDP OA and TV Script Writing events shall be recognized but their scores shall not be included in the computation of the over-all scores of their regions.

10. Guidelines for CDP OA shall be released after the consulted experts have provided their final inputs. The said guidelines shall be released through a DepEd advisory.

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

12. Schools which have collected journalism or subscription fees from their learners should submit school paper entries and **not e-document entries in PDF files**.

13. Each region is expected to submit the required documents using the format provided in the following enclosures:

Enclosure Number	Document Name	Submitted to	Deadline and Important Reminders
	<p>b. Regional winners/entries for the Group (School Paper) Contests in print, electronic or portable document format (PDF) and the URLs of the e-publications duly endorsed by the regional director (RD)</p>	<p>Central Office (CO) addressed to either BEE or HSE</p>	<p><b>January 28, 2016 until 5:00 pm</b></p> <ul style="list-style-type: none"> <li>• Regional entries which will be transported through couriers or special deliveries should be accepted by the delivery service office on or before the day of the deadline.</li> <li>• <b>No extension of due date/time shall be allowed.</b></li> </ul>
<p>1 and 2</p>	<p>b. Complete Official List of 282 member delegation cum Regional Travel Order (<b>hard and soft copies</b>) to be provided to the CO and the host region</p> <p>c. List of participants who will join the Educational Tour</p> <p>d. Food preference of the participants will be based on their religious or personal belief and/or medical requirements (e.g. halal food or vegetarian) (Enclosure No. 2B)</p> <p>e. Each region should submit a soft copy of the official list to the host region</p> <p>f. Each participant is advised to bring a 2x2 picture which will be attached to the NSPC ID to be provided by the host region.</p>	<p>CO, addressed to either BEE or DSE and the RD of DepEd RO XII</p>	<p><b>January 29, 2016</b></p> <ul style="list-style-type: none"> <li>• This official list signed by the RD shall also serve as the official travel order of each region and this is the only travel order which shall be honored by the host region during registration.</li> <li>• If there are last-minute changes in the list of contestants, the replacement shall submit a justification/certification duly signed by the RD/Head of Delegation to the respective chair of the NTWG upon arrival at the contest venue.</li> <li>• Only the <b>282</b> official delegates shall be registered and accommodated in the billing area. <b>They are also the only ones who will receive the kits, and numbered Certificates of Participation and Appearance.</b></li> <li>• Early confirmation and registration with the host region is <b>required</b>.</li> <li>• Registration after <b>January 29, 2016</b> will no longer be accepted.</li> </ul>

Enclosure Number	Document Name	Submitted to	Deadline and Important Reminders
1 and 2	i. The Region's Schedule of Arrival and Departure and means of transportation to reach the venue. (Enclosure No. 2B)	Region XII addressed to the RD	<b>January 29, 2016</b>

14. Any violation of the stipulated guidelines is subject for disqualification.
15. The Official Regional Delegation shall consist of 282 participants. **The delegates are expected to be at the venue on February 22 (Monday).** The first meal shall be dinner on February 21 and the last meal shall be lunch on February 26, 2016.
16. Regions and schools divisions, which shall request their participants to be fetched from the airport upon arrival, are advised to coordinate with **Ms. Zorayda Abubacar**, Education Program Specialist-Division of Koronadal City at mobile phone nos. 0921-967-0670 and 0918-738-6939. Likewise, regions and schools divisions, which wish to organize their own educational tour to the cultural sites within Koronadal City are advised to coordinate with **Ms. Suzette Anne Mirasol** of the Office of the International Council of Folkloric Festival at the Office of the Mayor of the City of Koronadal through mobile phone no. 0922-396-6212.
17. The learners intending to join the tour shall need to secure a **separate Parent's Permit. No Parent's Permit. No Educational Tour.**
18. Non-contestants, parents and other school officials who are not part of the official regional delegation are required to seek their own accommodation and contact the host region/schools division for assistance. They can contact either **Ms. Luz Lali L. Ferrer**, Chief-QAD, In-charge of Journalism (English) at mobile phone no. 0908-873-4046 or through email address: [deped12\\_qad@yahoo.com](mailto:deped12_qad@yahoo.com), or **Ms. Josenette P. Brana**, Regional Supervisor In-charge of Journalism (Filipino) at mobile phone no. 0999-999-0609 or through email address: [josenette.brana@yahoo.com](mailto:josenette.brana@yahoo.com).
19. Each participant from public and private schools, included in the official list of delegation, shall pay a registration fee of Four Thousand Pesos (P 4,000.00) charged to school Maintenance and Other Operating Expenses/local/regional funds/Special Education Fund or the School Campus Journalism Fund, subject to the usual accounting and auditing rules and regulations. The registration fee shall cover the costs of board and lodging, kits, including conference materials, rental of equipment/vehicle, payment for utilities, contingency and other related expenses incurred in the conduct of NSPC. Advance payment in checks shall be addressed to the host region/schools division while on-site registration shall be paid in cash.
20. Check payments may be deposited to Region XII's account at Veterans Bank, Koronadal City with Account Name: **DEPEDRO XII Deduction Account No. 0059-009233-001.**
21. The fund transfer in the amount of Two Million Five Hundred Thousand Pesos (P 2,500,000.00) shall be downloaded to the host region to cover the costs of trophies, medals, certificates, supplies and materials, rehabilitation of the billering quarters, honoraria and transportation of the local judges, board and lodging of NFWG, resource speakers of concurrent sessions and judges (local and national). Statement of Expenditures audited by the local Commission on Audit and noted by the RD shall be submitted to the Chief of Accounting Division, DepEd CO a month after the conduct of the activity.

22. The conduct of the other major activities listed in Enclosure No. 9 and the honoraria of the national judges shall be charged to the OSEC Campus Journalism Funds, subject to the usual accounting and auditing rules and regulations.

23. For further information and clarifications, all concerned individuals may contact or visit any of the following:

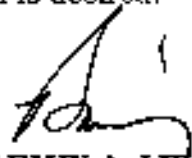
**The Director**

Attention: **Ms. Lea D. Estuye**  
Bureau of Elementary Education  
2<sup>nd</sup> Floor, Bonifacio Building  
DepEd Complex, Meralco Avenue  
Pasig City  
Telefax No.: (02) 638-4700  
Email Address:  
nspcelementary@gmail.com

**The Director**

Attention: **Ms. Anna Marie Baligod-San Diego**  
Bureau of Secondary Education  
3<sup>rd</sup> Floor, Bonifacio Building  
DepEd Complex, Meralco Avenue  
Pasig City  
Telefax Nos.: (02) 632-7586; (02) 636-5172  
Email Address:  
nspcbse@gmail.com

24. Immediate dissemination of this Memorandum is desired.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encls.:

As stated

References:

DepEd Order No. (47, s. 2010)  
DepEd Memorandum Nos.: 128, s. 2014, and 50, s. 2015

To be indicated in the Perpetual Index

CONFERENCES  
CONTESTS  
FUNDS  
LEARNERS  
RULES and REGULATIONS  
SCHOOL PAPER

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

**A. The List of Ten Regional Entries for School Publication per Category:**

Region: \_\_\_\_\_ Category: \_\_\_\_\_

	Name of School Publication	Publication Adviser	Principal's Name	Division
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

**B. List of Contestants for the Individual Contests**

Category: \_\_\_\_\_ Region: \_\_\_\_\_

	Complete Name of Student	School	Name of School Publication	Publication Adviser	Division
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____

**C. List of Script Writing and Radio Broadcasting Contestants**

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

**D. List of Collaborative Publishing Contestants**

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

Head, Regional Delegation Team  
Signature over Printed Name

2016 NSPC Confirmation Sheet

Regional Coordinator: \_\_\_\_\_ RTWC DepEd  
 Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-mail: \_\_\_\_\_

Dear Sir/Madam:

This is to confirm the attendance of \_\_\_\_\_ delegates from Region \_\_\_\_\_ in the 2016 NSPC to be held on February 22-26 in Region XII.

Delegates	Expected Delegates			Actual Delegates		
	Elem.	Sec.	Total	Elem.	Sec.	Total
Campus Journalist winners Ranks 1-3 in 8 categories in <i>Individual Contents</i> with 2 mediums	48	49	96			
Campus Journalist winners Rank 1 in <i>Regional Radio Broadcasting and Scriptwriting Contents</i> (7 CJs in English and 7 CJs in Filipino)	11	14	25			
Campus Journalist winners Rank 1 in <i>Collaborative Publishing Contents</i> (7 CJs in English and 7 CJs in Filipino)	14	14	28			
Coaches of the C2 winners in Individual Car tests	48	48	96			
Coaches of the Scriptwriting and Radio Broadcasting Team	2	2	4			
Coaches of the Collaborative Publishing Team	2	2	4			
Campus Journalist winners Rank 1 in <i>Regional TV Broadcasting and Scriptwriting Contents</i> (7 Campus Journalists)		7	7			
Coaches of the Scriptwriting and TV Broadcasting Team		7	7			
Division In-charge of Campus Journalism			1			
Regional Director (RD) or Assistant Regional Director (ARD)			1			
Regional Division Chiefs or Assistant Chiefs	1	1	2			
Regional Education Supervisor in-charge of Campus Journalism	1	1	2			
Outstanding CJ and SPA	2	2	4			
Presidents of the Regional Association of School Paper Advisers (both elementary and secondary)	1	1	2			
<b>Regional Delegates Total</b>			<b>282</b>			

Very truly yours,

\_\_\_\_\_  
 Head, Regional Delegation Team  
 Signature over Printed Name

**List of Official Delegates**  
**2016 National Schools Press Conference**  
**Region \_\_\_\_\_**

#	Complete Name of Student/ Coach/School Paper/ Advisor	School	Division	Date of Arrival and Departure and Entry Point	Food Preference (Halal/ Vegetarian) (Allergies)	Will join field trip? (Yes/No)
1						
2						
3						
281						

\_\_\_\_\_  
 Head, Regional Delegation Team  
 Signature over Printed Name



**List of Official Delegates to the Concurrent Sessions  
2016 National Schools Press Conference  
Region \_\_\_\_\_**

**Concurrent Session 1**

	Complete Name of Student/ Coach/School Paper Adviser	School	Division
1			
2			
3			
20			

**Concurrent Session 2**

	Complete Name of Student/ Coach/School Paper Adviser	School	Division
1			
2			
3			
20			

**List of Official Delegates to the Concurrent Sessions  
2016 National Schools Press Conference  
Region \_\_\_\_\_**

**Concurrent Session 3**

	Complete Name of Student/ Coach/School Paper Adviser	School	Division
1			
2			
3			
20			

\_\_\_\_\_  
Head, Regional Delegation Team  
Signature over Printed Name

## 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 publications, both in English and Filipino, and/or maintain a legitimate publication staff website for the school year and who won the top three spots in each category are allowed to compete in the various individual contests of the NSPC.

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/NSPC IDs especially during the contest proper.**
2. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner. The proctor shall refer them to the National TWG for appropriate response to their queries or concerns.
3. Contestants should not put any identifying mark on the contest entry or answer sheet.
4. **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.**
5. The top seven winners per medium shall be recognized and the points they will garner will be included in the computation of the overall scores.
6. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
7. The decision of the members of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.

### B. Specific:

#### 1. Sports Writing:

- a. The NTWG shall orient and provide final instructions to the campus journalists 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 be made to watch an actual game where they can gather appropriate data and/or interview officials and athletes before and after the game.
- d. For High School contestants, they may be given sports news, feature or editorial topics.

#### 2. Copy Reading & Headline Writing:

- a. The contestants shall use the standard copy reading symbols and follow directions given in the contest piece.
- b. The contestants will also **provide two headlines for the article that they have edited** and include the appropriate printer's directions.

#### 3. Editorial Cartooning:

- a. Only pencils with erasers provided by the Organizers shall be used.
- 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.

#### 4. Photojournalism

##### a. Preparation:

- 1) Participants should be at the contest venue thirty (30) minutes before the orientation.
- 2) The photojournalists are allowed to use one Digital Camera (point and shoot only) with a maximum of **16 mega pixels**. Contestants who shall bring any DSLR and other high end cameras will **not be permitted to join the photo shoot.**
- 3) All photojournalists **ARE REQUIRED** to bring the manuals of their cameras. It should contain the details on its specifications and descriptions.

- 4) The student contestant should bring his own ethernet cable for uploading of pictures.
- 5) Cellular phones, extra digital cameras, extra storage card or any additional materials/equipment are not allowed in the contest area.

b. Memory Card Loading.

The contestants will load the storage card in front of the examiners/proctors.

c. Photo Shoot:

- 1) After announcing the contest theme/topic, the first shot (control shot) by all contestants should be focused on one subject as determined by the examiner/proctor.
- 2) 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.
- 3) **During the actual photo shooting, the advisers, trainers, and parents of the contestants are NOT allowed in the venue.**
- 4) The contestants are allowed to take **ten (10) photos**, but **only six (6) shots** (including the control shot) will be submitted as official entries.
- 5) Five (5) best photos and the control shot will be uploaded by the contestant to the NTWG assigned laptop/desktop for judging.
- 6) Captions per picture should be entered by the contestant upon uploading of the photos to the laptop/desktop.

**SCORE SHEET FOR EDITORIAL WRITING**

<b>Technical</b>	<b>40%</b>
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 or headline	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transition properly	
<b>Content</b>	<b>50%</b>
Presents the general stand of the writer in the lead	
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issue/problems	
Reflects clarity of the message and can influence public opinion.	
Arguments presented in the body logically support the writer's stand	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR NEWS WRITING**

<b>Technical</b>	<b>40%</b>
Arranges details of the event in decreasing in 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	
<b>Content</b>	<b>50%</b>
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	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>TOTAL</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR FEATURE WRITING**

<b>Technical</b>	<b>30%</b>
Observes the rules of grammar and syntax	
Conforms with the principles of organization and progression of ideas	
Exhibits creative presentation of the story	
Combines colorful and figurative language to present facts	
Uses a catchy title for the article	
Sustains interest of the readers	
Utilizes the appropriate feature type to emphasize the impact/relevance of the topic	
<b>Content</b>	<b>60%</b>
Cites facts like historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Presents a new angle or information about the topic that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of thoughts and ideas from the obtained data with those of the writers' perceptions	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>TOTAL</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR SPORTS WRITING**

<b>Technical</b>	<b>40%</b>
Uses appropriate form and style	
Uses appropriate sports terms and lingo to highlight the significance of the game	
Provides correct descriptions, colorful allusions and figures of 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	
<b>Content</b>	<b>50%</b>
Presents a clear picture of the events in the game.	
Utilizes an appropriate sports news reporting style	
Uses interviews, statistics, references and research	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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



**SCORE SHEET FOR EDITORIAL CARTOONING**

<b>Technical</b>	<b>30%</b>
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	
<b>Content</b>	<b>60%</b>
Presents clear, specific and humorous angle on the issue or topic given	
Raises relevant, timely issues and concerns about the topic	
Is in good taste and free from libelous, obscene and abstract ideas	
Arouses interest and analytical thinking among its readers	
Constructively criticizes and influences readers' opinion	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR PHOTOJOURNALISM**

<b>Technical</b>	<b>40%</b>
Presents images that are sharp, free from smudges and not blurred and cluttered	
Properly utilizes foreground and background that shows good and correct perspective	
Uses appropriate photography technique to highlight images	
<b>Content</b>	<b>50%</b>
Shows clear and specific idea(s) or angle connected to the given theme/topic	
Arouses interest	
Presents relevant and well-written captions	
Shows logical arrangement/sequence of photos	
<b>Ethics</b>	<b>10%</b>
Observes ethical and professional standards for print media. (fairness, relevance, accuracy and balance)	
Respectful of subject's rights	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING**

<b>Technical</b>	<b>40 %</b>
Manifests unity and coherence in the thematic 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 links to report/discuss events	
<b>Content</b>	<b>50 %</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Uses technical jargons to a minimum	
Presents technical and complicated scientific concepts or ideas in a manner that can be understood by a wide variety of readers	
Cites scientific references, statistics and relevant figures/facts to bolster credibility of statements and/or narratives	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
Comments/Suggestions:	

\_\_\_\_\_  
 Evelyn Techelge  
 (Signature over Printed Name)

**GENERAL GUIDELINES FOR GROUP CONTESTS  
(SCHOOL PAPER, E-DOCUMENT and E-PUBLICATION)**

- A. The group contest is open to Elementary and Secondary schools whose school papers belong to the top best in the region.
- B. Only those school papers that have won in **at least four sections/category** shall be declared as one of the Best School Papers in the country.
- C. The top seven (7) winners in each section per medium (English and Filipino) will be announced. **However, the points garnered by each publication shall be added only to the Group Contest – Newspaper Category, if the school papers will qualify in criteria B.**
- D. Any campus publication found to have copied and published texts, graphics and other materials without duly acknowledging their sources shall be disqualified in all sections and category of this group contest.
- E. If the school publication shall join again the following year and found to have committed the same offense, the following sanctions shall be applied:
  1. **First Offense:** a written reprimand shall be issued to the publication adviser, the department and school principal and a formal notification shall be sent to the Schools Division Superintendent and Regional Director. 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.
  2. **Second Offense:** Disqualification from the Group Contest (Newspaper) for three consecutive years.
- F. The decision of the members of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- G. The School Paper may be submitted in any of the following format:
  1. **Paper-based (print) or E-document (pdf)** Since the school paper and e-document entries will be evaluated using the same set of criteria, each region is supposed to submit **ten (10) entries per category**, which are composed of school paper and e-document regional 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 did not collect journalism or subscription fee from the students are the only institutions 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.**
  2. **E-Publications** are official campus publication websites maintained by the editorial staff of the school paper. E-publications may be attached or linked to the official website of the school. For e-publications, schools should submit their URL (Universal Resource Locator) or email it to these addresses: [nsperlementary@gmail.com](mailto:nsperlementary@gmail.com) and [napcbse@gmail.com](mailto:napcbse@gmail.com). **The E-Publication shall still be offered as an open event until 2017.**
- H. The different **SECTIONS** and **CATEGORY** to be judged for the group contest are as follows:
  1. News Section / *Pakinang Balita*
  2. Editorial Section / *Pakinang Editoriyal*
  3. Feature Section / *Pakinang Iyathala*
  4. Sports Section / *Pakinang Pangpalakasan*
  5. Science & Technology Section / *Pakinang Agham at Teknolohiya*
  6. Layout and Page Design Category / *Katugonang Pag-uayos at Disenyo ng Pahin*

- I. 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 1
    - Science & Technology Section – at least 2
  2. Process: Offset
  3. Paper stock: Book paper or C2S 60lbs
  4. Color: Front and back cover in full color  
inside pages in black and white
  5. Size:
    - 9" x 12" (Elementary)
    - 12" x 18" (High School)
- J. Each section will be judged according to the guidelines/criteria set for the section/category.
- K. After a thorough three to five day evaluation by a set of at least twelve judges, each region will submit a maximum of 10 winners per section and for each medium (English and Filipino) to the Central Office. The school paper and all document entries should be properly sealed and labeled per category.
- L. Sufficient copies of the school paper or e-document entries should be included in the package. **The number of copies should correspond to the number of regional winners of each school paper.** A list of winning regional entries should also accompany the package. This list should be duly endorsed by the Regional Director to the appropriate Bureau on or before the deadline. Regions are also required to include the result of the evaluation duly signed by the judges to the same offices mentioned. (See enclosure 1a.)
- M. No school is allowed to submit their school paper entry(ies) directly to the Central Office.
- N. The following guidelines shall be followed for **the E-Publication (Open Event)**.
1. Concerning the content, the same principle of the printed school paper shall be applied. However, the E-Publication should be developed as a simple interactive web site.
  2. The E-publication's homepage must contain the publication's nameplate and an active button for every section of the publication (News, Editorial, Features, Science & Technology and Sports).
  3. There should be hyperlinks for references cited and additional readings and data gathering.
  4. The e-publication should be compatible and flexible that it can be opened using any web browser such as Internet Explorer, Chrome, Firefox, Opera, Dolphin, Safari and other web navigators.
  5. The use of Cascading Style Sheets (CSS) and Java scripting is allowed.
  6. The publication staff can use the free platform called Journ.ph ([www.journ.ph](http://www.journ.ph)) to create their campus paper website or they may use free weblog publishing tools such as Wordpress, Blogspot or Blogger.
  7. Layout of each section of the webpage should be in harmony with the site's chosen theme for the specific section.
  8. Readability of colored and graphical background and fonts must be evident in each section.
  9. All e-publications shall be viewed by the public only after the evaluation of the Board of Judges.
- O. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.

**GENERAL GUIDELINES FOR THE SELECTION OF THE BEST SECTIONS AND LAY-OUT AND PAGE DESIGN CATEGORY**

**A. Editorial Section**

1. The editorial section should have at least two (2) pages and should include the following: main editorial, editorial column, 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 focus 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 members of the Board of Judges shall be deemed final and inevitable.

**B. News Section**

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

**C. Feature Section**

1. The Features Section should have at least three (3) pages.
2. The feature articles should display unique and creative presentation of topics, logical organization and progression of ideas, writers' facility of the language and proper citations/attribution of sources.

**D. Sports Section**

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

**E. Science and Technology Section**

1. The Science and Technology Section should have at least two (2) pages and should include 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.
2. The articles should be well-researched and should observe proper citation of sources, pictures and graphics.

**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 or a combination of the following: balanced coverage/scope of stories about the community and school based events, including those of international, national and regional significance which document or are related to the school or its members' involvement and participation. Proper evaluation or grading events based on their importance should be evident in the layout.
3. The layout and page design should feature headlines, body text, cuts/captions, balance, harmony, and should be proportionate to length of articles and the entire page.

SCORE SHEET FOR THE EDITORIAL SECTION

<b>Technical</b>	<b>40 %</b>
Has catchy and appropriate headline	
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 heading	
Uses short and simple words	
Presents a distinct style of the section	
<b>Content</b>	<b>50 %</b>
Presents the stand of the staff regarding certain issues	
Utilizes facts from interviews, 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 amuses, clears, pokes, humorous, and constructive criticism	
Columns cover a variety of relevant, youth-oriented subject matter	
Includes letters to the editor, columns and exchanges	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant issues in the school, regional, 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	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

Evaluator/Judge  
(Signature over Printed Name)

**SCORE SHEET FOR THE NEWS SECTION**

<b>Technical</b>	<b>40 %</b>
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Follows appropriate form and style	
Uses appropriate terms and lingo to report events	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
<b>Content</b>	<b>50 %</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in the school, regional, national and even to the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational or athletic program	
Cites facts such as historical references, statistics, relevant news/facts to bolster credibility of statements and/or narratives	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100 %</b>
<b>Comments/Suggestions:</b>	

Evaluator/Judge  
(Signature over Printed Name)



**SCORE SHEET FOR THE FEATURES SECTION**

<b>Technical</b>	<b>40 %</b>
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are appealing, appropriate and witty	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
<b>Content</b>	<b>50 %</b>
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and logical thinking that makes the readers think	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant issues in the school, regional, national and even in the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, relevant names/laws to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100 %</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR THE SPORTS SECTION**

<b>Technical</b>	<b>40 %</b>
Manifests unity and coherence	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments in the sports editorial, feature and/or column	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
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 <u>scope</u> amount of statistics to create a clear visual narrative of the sections	
Presents a distinct style of the section	
<b>Content</b>	<b>50 %</b>
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Has an editorial cartoon that focuses on any relevant and timely sports event or issue	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant sports issues in the school, regional, 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	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

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

<b>Technical</b>	<b>60 %</b>
Manifests thematic unity	
Has variety of articles that use clearly and appropriate headlines	
Includes stories that are arranged in decreasing importance	
Utilizes relevant graphs, tables and charts, properly cropped and captioned pictures	
Presents distinct and stand-out style and format of the paper	
<b>Content</b>	<b>30 %</b>
Utilizes headlines that are related to their leads	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational program	
Contains articles that are timely and interesting to read	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION**

<b>Technical</b>	<b>40 %</b>
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs, tables and sharp, properly cropped and captioned pictures	
Follows appropriate form and style	
Uses appropriate terms and links to report events	
Presents a distinct style of the section	
<b>Content</b>	<b>50 %</b>
Utilizes facts from interviews, documents, reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Uses technical jargons to a minimum	
Includes stories that deal with environmental, scientific, technological and innovative topics written in news, feature, and scientific commentary style.	
Prioritizes school-related materials rather than events that have little or no direct connection with the school and community	
Cites facts such as scientific references, statistics, relevant figures/facts to bolster credibility of statements and/or narratives	
<b>Ethics</b>	<b>10 %</b>
Observes ethical and professional standards for print media (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
<b>Total</b>	<b>100%</b>
<b>Comments/Suggestions:</b>	

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

**SCORE SHEET FOR THE BEST E-Publication**

<b>Content (40%)</b>	<b>Score</b>
<ul style="list-style-type: none"><li>• Exhibits appropriate balance of news, editorial, features, sports, and other timely and interesting content</li><li>• Shows relevance of local, national and international events to students</li><li>• Utilizes facts from interviews, document review, data analysis and other reliable sources</li><li>• Showcases original works of students.</li><li>• Shows a variety of stories that are appropriate to the section</li><li>• Covers relevant issues in the school, region, national and even in the international level</li><li>• Cites historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives</li><li>• Properly cites information and attributes these facts from the source of information</li><li>• Keeps to the minimum the number of articles/stories from the administration, teachers and politicians</li><li>• Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic programs</li><li>• Provides balance of light and serious topics</li><li>• Applies the principles of fair journalism</li></ul>	
<b>Layout (30%)</b> <ul style="list-style-type: none"><li>• Arranges stories in decreasing importance.</li><li>• Has clear and unbiased headlines</li><li>• Uses pictures and graphics that are clear, properly cropped and captioned</li><li>• Utilizes relevant graphics and illustrations</li><li>• Exhibits clear focus and coherent organization of articles</li><li>• Observes the rules of grammar and syntax</li><li>• Follows correct journalistic style and format</li><li>• Chooses tone and style to fit articles and sections</li></ul>	
<b>Technical/Web and Multi Media Competence (20%)</b> <ul style="list-style-type: none"><li>• Is adaptable to all internet browsers</li><li>• Has functional icons</li><li>• Has active hyperlinks</li><li>• Uses clear sound, background animations and clear, audible, sounds and videos</li><li>• Properly utilizes and manipulates photos, images and videos uploaded</li><li>• Lay-outs and formats texts and photos neatly and correctly</li><li>• Utilizes hyperlinks, permalinks, tags/keywords properly</li></ul>	
<b>Ethics (10%)</b> <ul style="list-style-type: none"><li>• Observes accepted standards of journalism in terms of fairness, relevance, accuracy and balance</li><li>• Avoids potentially libelous or obscene content, plagiarism, and copyright violations</li></ul>	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

Evaluator/Judge  
(Signature over Printed Name)

**SCORE SHEET FOR SELECTING THE BEST SCHOOL PAPER**

This criteria sheet shall be used for the school publications in print or e-document format that have qualified in at least four sections/category. The sum of the points garnered by each qualifying school publication shall comprise the region's over-all points for the newspaper category.

<b>Content (50%)</b>	<b>Score</b>
<ul style="list-style-type: none"><li>• Exhibits appropriate balance of news, editorial, features, sports, and other timely and interesting content</li><li>• Shows relevance of local, national and international events to students</li><li>• Utilizes facts from interviews, document review, data analysis and other reliable sources</li><li>• Showcases original works made by students.</li><li>• Shows a variety of stories that are appropriate to the section</li><li>• Covers relevant issues in the school, region, national and even in the international level</li><li>• Cites historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives</li><li>• Properly cites information and attributes these facts from the source of information</li><li>• Keeps to the minimum the number of articles/columns from the administration, teachers and politicians</li><li>• Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic programs</li><li>• Provides balance of light and serious topics</li><li>• Applies the principles of civic journalism</li></ul>	
<b>Technical (40%)</b>	
<ul style="list-style-type: none"><li>• Arranges stories in decreasing importance.</li><li>• Has clear and unbiased headlines</li><li>• Uses pictures and graphics that are clear, properly cropped and captioned</li><li>• Utilizes relevant graphics and illustrations</li><li>• Exhibits clear focus and coherent organization of articles</li><li>• Observes the rules of grammar and syntax</li><li>• Follows correct journalistic style and format</li><li>• Chooses tone and style to fit articles and sections</li></ul>	
<b>Ethics (10%)</b>	
<ul style="list-style-type: none"><li>• Observes accepted standards of journalism in terms of fairness, relevance, accuracy and balance</li><li>• Avoids potentially libelous or obscene content, plagiarism and copyright violations</li></ul>	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

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

**GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST**

- A. The competition in collaborative publishing is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department in a publishing house.
- B. Each region shall organize a team of seven-member contestants who shall not be competing in any of the national 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 with identification cards.
- C. All contestants are required to attend the orientation before the actual competition.
- D. 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.
- E. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. Either a video of a sports event will be shown or 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 are doing write ups, lay-outting and editing.
- F. Sports writers and photo journalists must be ready to watch an actual game where they shall gather appropriate data and/or conduct interviews 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-game conference shall be held for further interview and data gathering.
- G. The team will be given two (2) hours for data gathering and writing and another two (2) hours for lay-outting and editing.
- H. Each team will be required to bring a maximum of four (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 the group's final output. The laptops will be checked by the NTWG for any other official applications and pre-written documents or references therein.
- I. The host region will provide six (6) scanners for the editorial cartoon three (3) for the elementary level and three (3) for the secondary level.
- J. Mobile phones and other electronic gadgets shall not be allowed except for digital camera and laptops with disabled internet connection.
- K. Each group will be required to convert their output into **pdf** format, print and submit it to the contest committee. The collaborative publishing team shall submit both hard and soft copies of their entries. They should ensure that no identifying marks about their school, division or region can be found on their output.
- L. The output of the contest is an **A4-size** four-page publication. The output will be uploaded to the designated computer by the NSPC/NTWG for judging.
- M. The top (7) seven teams shall be recognized and the points they will garner will be included in the determination of the overall scores.
- N. The decision of the members of the Board of Judges shall be deemed final and irrevocable.

**SCORE SHEET FOR COLLABORATIVE DESKTOP PUBLISHING**

<b>Content (50%)</b>	<b>Score</b>
<ul style="list-style-type: none"><li>• Exhibits appropriate balance of news, editorial, features, spots, and other appropriate and interesting content</li><li>• Utilizes facts from interviews, document review, data analysis and other reliable sources</li><li>• Highlights originality/uniqueness</li><li>• Shows a variety of stories that fit the section where they are placed</li><li>• Cites statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives</li><li>• Provides balance of light and serious topics</li></ul>	
<b>Technical (30%)</b>	
<ul style="list-style-type: none"><li>• Includes articles that are arranged according to importance</li><li>• Presents headlines that are clear and free of bias</li><li>• Makes use of pictures that are clear, properly cropped and captioned</li><li>• Utilizes graphics, illustrations and cartoons that are relevant</li><li>• Exhibits clear focus and coherent organization</li><li>• Observes the rules of grammar and syntax</li><li>• Observes proper journalistic style and format</li></ul>	
<b>Ethics (10%)</b>	
<ul style="list-style-type: none"><li>• Observes standards of journalism in terms of fairness, relevance, accuracy, non libelous statements and obscene content</li><li>• Observes intellectual property rights</li></ul>	
<b>Team (10%)</b>	
<ul style="list-style-type: none"><li>• Plans out the content and design of the publication based on the press kit given by the NTWG and can accomplish different tasks within the given time.</li><li>• Shows ease in the use of variety of computer software and equipment to lay-out and design the publication</li></ul>	
<b>TOTAL (100%)</b>	
<b>Comments/Suggestions:</b>	

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



**GUIDELINES FOR RADIO BROADCASTING & SCRIPT WRITING CONTESTS  
(FILIPINO AND ENGLISH)**

**A. General Guidelines**

1. There shall be a separate day for the conduct of the script writing and broadcasting for each medium.
2. Each region shall have two separate teams composed of seven (7) members for the English and Filipino categories. The members should not be participants in any individual contest.
3. No team member is allowed to wear anything that may identify his school, division or region.
4. The News Presenter shall write High news script.
5. Individual awards include best anchor and best news presenter, while group awards include best technical application, best infomercial and best script.
6. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
7. The decision of the members of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
8. Any breach or violation of the stipulated guidelines shall be valid grounds for disqualification.

**B. Scriptwriting**

1. 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 output given by the NFWC. The infomercial shall have a maximum length of one (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.
2. Each team may use up to three laptops and an inkjet printer in preparing and printing of the script. The team should ensure that the laptops they will use for the contest should not contain any document that they may use as reference or model during the conduct of the contest. All laptops should be submitted to the contest committee for inspection. Each team is required to bring its own extension wires and other equipment, such as CD player for rehearsal.
3. 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 restrooms.
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 job assignment/contribution (i.e. anchor, news presenter, etc.)
5. Scripts should be :
  - extended using Arial font size 12
  - with directional instructions in capital letters
  - double-spaced with normal margin
  - printed in a letter-sized bond paper (8.5 X 11")
6. Each team should submit four (4) copies of the script. Three (3) will be submitted to the judges and one (1) for the chairperson. The team may print extra copies for their own use.

**C. Broadcast Simulation**

1. 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.
2. The organizers/their region 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 CD player, laptops and other sources of sound effects, except mobile phones.
3. Except for the volume meter, contestants/technical director shall not be allowed to change, adjust and manipulate the main control board during their presentation.
4. Mobile phones and reference books shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to perform again.
6. Loudspeakers shall be set up outside the broadcast room.

7. The order of presentation will be identified through drawing of lots by the directors before the script writing.
8. 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. Prohibited running time shall be applied.
9. 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.
10. 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.
11. The entire production schedule shall be governed by the zero (0) or perfect score for the time scoring requirement.
12. The contestants shall leave the broadcast room right after their presentation.

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

<p><b>1. Anchor</b></p> <p><b>Voice Quality 40%</b></p> <ul style="list-style-type: none"> <li>• Is very clear and easy to understand even when speaking quickly</li> <li>• Paces his/her voice well to fit the storyline and helps the audience understand the issue</li> <li>• Shows expressions of interest, enthusiasm, and confidence</li> <li>• Stretches a word to a desired length to emphasize or give the appropriate meaning</li> </ul> <p><b>Voice Recognition – 30%</b></p> <ul style="list-style-type: none"> <li>• Has a clear and well-modulated voice</li> <li>• Utilizes appropriate pace and volume</li> <li>• Is consistently audible throughout the presentation</li> <li>• Can easily be heard in all parts of the room</li> </ul> <p><b>Enunciation – 30%</b></p> <ul style="list-style-type: none"> <li>• Pronounces / articulates words in a distinct manner</li> <li>• Talks in an accent that is socially acceptable</li> <li>• Utilizes various voice inflections/changes to enhance meaning of the lines</li> </ul> <p><b>Total 100%</b></p>	<p><b>Total Score</b></p>
<p><b>2. News Presenter</b></p> <p><b>News Script 30%</b></p> <ul style="list-style-type: none"> <li>• Covers topic with necessary details</li> <li>• Is able to highlight significant angle of the story</li> <li>• Is accurate and has no factual errors</li> <li>• Is well organized</li> <li>• Uses academically and socially acceptable language</li> </ul> <p><b>Voice Quality 30%</b></p> <ul style="list-style-type: none"> <li>• Is very clear, easy to understand even when speaking quickly</li> <li>• Paces his/her voice well to fit the storyline and help the audience understand the issue</li> <li>• Shows expressions of interest, enthusiasm, and confidence</li> <li>• Stretches a word to a desired length to emphasize or give the appropriate meaning</li> </ul> <p><b>Voice Recognition – 20%</b></p> <ul style="list-style-type: none"> <li>• Has a clear and well-modulated voice</li> <li>• Utilizes appropriate pace and volume</li> <li>• Is consistently audible throughout the presentation</li> <li>• Can easily be heard in all parts of the room</li> </ul> <p><b>Enunciation – 20%</b></p> <ul style="list-style-type: none"> <li>• Pronounces / articulates words in a distinct manner</li> <li>• Talks in an accent that is socially acceptable</li> <li>• Utilizes various voice inflections/changes to enhance meaning of the lines</li> </ul> <p><b>Total 100%</b></p>	<p><b>Total Score</b></p>
<p><b>3. Infomercial</b></p> <p><b>Creativity 30%</b></p> <ul style="list-style-type: none"> <li>• Exhibits uniqueness and originality</li> <li>• Takes risks</li> <li>• Implements technologies appropriately</li> </ul> <p><b>Content 40%</b></p> <ul style="list-style-type: none"> <li>• Shows brief and clear product/idea description</li> <li>• Is logically organized</li> <li>• Shows smooth and appropriate transitions</li> </ul>	<p><b>Total Score</b></p>

<b>Persuasion / Impact – 30%</b>	
<ul style="list-style-type: none"> <li>Engages audience</li> <li>Shows appropriate audience appeal</li> <li>Keeps audience focused all throughout the broadcast</li> </ul>	
<b>Total 100%</b>	
<b>4. Technical Application</b>	<b>Total Score</b>
<b>Justification – 40%</b>	
<ul style="list-style-type: none"> <li>Shows a smooth transition from one topic/news event to another</li> <li>Establishes clear relationship between one audio effect to the news or information just follows</li> </ul>	
<b>Fidelity – 30%</b>	
<ul style="list-style-type: none"> <li>Produces good audio quality</li> <li>Produces authentic sound and effects</li> <li>Has less static and no interference</li> </ul>	
<b>Timing and Precision – 30%</b>	
<ul style="list-style-type: none"> <li>Has clear audible time signals</li> </ul>	
<b>Total 100%</b>	

<b>5. Over-all Script</b>	<b>Total Score</b>
<b>Content – 40%</b>	
<ul style="list-style-type: none"> <li>Covers topic with necessary details and examples</li> <li>Is accurate and has no factual errors</li> <li>Is well-organized</li> <li>Uses academically and socially acceptable language</li> </ul>	
<b>Clarity of Instructions – 40%</b>	
<ul style="list-style-type: none"> <li>Is easy to read and understand</li> <li>Can easily be followed by another person or team</li> <li>Reflects effective planning and organizing</li> </ul>	
<b>Neatness – 20%</b>	
<ul style="list-style-type: none"> <li>All elements are labeled and clearly written</li> <li>Clearly indicates names of team members and their tasks/assignments</li> </ul>	
<b>Total 100%</b>	

<b>RADIO PRODUCTION (Over-All)</b>	<b>Total Score</b>
<b>A. Delivery of the whole broadcast team</b>	<b>- 25%</b>
1. Anchor	
2. News Presenter	
3. Other members of the team	
<b>B. Technical Application</b>	<b>- 25%</b>
1. Timing and Precision	
2. Transition	
<b>C. Script</b>	<b>- 25%</b>
<b>D. Infomercial</b>	<b>- 20%</b>
<b>E. Impact</b>	<b>- 5%</b>
<b>Total</b>	<b>100%</b>
<b>Comments &amp; Suggestions:</b>	

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

## **GUIDELINES FOR TV SCRIPT WRITING BROADCASTING SKILLS EXHIBITION**

### **A. PRE-CONTEST**

1. Each SPJ Pilot School shall field a team of seven (7) members. The team shall decide who shall act as scriptwriters, new writers and infomercial or developmental communication writers, anchors, reporters, producer/director who could also act as floor director, technical or music director, and video director or editor.

**Note:** any of the team members can assume one or two roles/tasks as long as this would not conflict with 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 teams must bring their own materials and equipment such as the following:
  - 2.1 Laptop with at least 10GB free space and a video editing program;
  - 2.2 Two (2) empty flash drives;
  - 2.3 Digital camera or phone camera, which is compatible with the laptop for the downloading of media;
  - 2.4 Compatible printer with ink; and
  - 2.5 Extension cord.
3. An orientation of the participants before the start of the skills exhibition shall be done to brief them on the skills exhibition, roles of participants, and criteria for judging the events or categories. All participants should attend this orientation.
4. For 2016, this event will be a skills exhibition for the seventeen (17) SPJ Schools. However, once the proposed changes on the journalism program have been fully implemented, this will be formally included in the group events.

### **B. CONTEST PROPER:**

#### ***For Script Writing***

1. The format for TV broadcast script including audio and video shall be followed.
2. One hour is provided for the teams for video research and to write the broadcast script, which will include headlines, news stories, an infomercial, an opening billboard (OBB) and a closing billboard (CBB). The reporter must shoot his/her video materials during this time.
3. Another thirty (30) minutes will be given for the production of the support video, including editing for the OBB/CBB.
4. Thirty (30) minutes will be provided for the rehearsals and polishing of the stories and video materials.
5. Once the scriptwriting contest has started, no member 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 of the contest area.
6. The teams shall have the following in their news broadcast:
  - 6.1 **THREE (3) NEWS ARTICLES:** The contest organizers will provide five (5) news articles. The scriptwriters shall choose 3 news articles: national news, foreign news and news feature. Each news script should have video and audio components and must not exceed forty-five (45) seconds when read during the contest proper. This means each news script must have three-five (3-5) short paragraphs.
  - 6.2 **ONE INFOMERCIAL / DEVELOPMENTAL COMMUNICATION PLUG:** This should be original and in line with the theme of the contest. The script should also contain a

video and an audio component, and the production must not exceed thirty (30) seconds. The video support can be pre-produced.

6.3 ONE FIELD REPORT: The report must be delivered live but the video support will be pre-produced. Video shoot must be done within the time allotted for the contestants. The news script must contain the video and audio description and the news must not exceed sixty (60) seconds.

6.4 HEADLINES: This will contain a brief lead / summary of the three (3) news articles national, foreign and feature, and the field report.

6.5 OBB/CBB: Opening Billboard and Closing Billboard will contain the group's assumed TV network name. This can be pre-produced or presented live with a maximum running time of 10 seconds. The script for the OBB/CBB should be included in the main script which will be submitted to the judges.

7. All news materials including the infomercial shall be presented live. Only the support videos, which will be used in the live presentation, can be pre-recorded.
8. Each team shall prepare two copies of the main script for the TV news production. This must contain: the three (3) news scripts – national, foreign and news feature, field reporter's news, infomercial / developmental communication plug, headlines and OBB/CBB. Each news script must have a corresponding description at the header including the name of the writer in the upper middle part of the script (e.g.: NEWS 1- NATIONAL, by student's name.) The main script must be written in the order of presentation in the live contest. One copy shall be submitted to the judges, and the other copy shall be used by the team during the actual broadcast.
9. The cover page of the main script shall contain the group's name (mock TV Network name), school and region, and the names of the participants and their roles in the production.

### **C. TV BROADCAST SKILLS EXHIBITION**

1. The order of presentation shall be determined by drawing lots.
2. The TV broadcast must be delivered in six minutes. Two (2) minutes shall be allotted for entrance and exit.
3. After six (6) minutes, the presenting team may continue its broadcast. However, a corresponding deduction will be given. A team that delivers late broadcast under time will also be given a corresponding deduction.
4. One point shall be deducted by the judges from the total points garnered by the team for the first 30 seconds over/under time and two points for every 30 seconds over/under time thereafter.
5. The timekeeper shall give the judges a copy of the record of the broadcast running time of each group. The record should indicate how many seconds/minutes each group went over/under time, if they did.
6. An event committee member shall be assigned to ensure that order in the audience is maintained during the presentations.
7. The decision of the Board of Judges is FINAL and IRREVOCABLE.

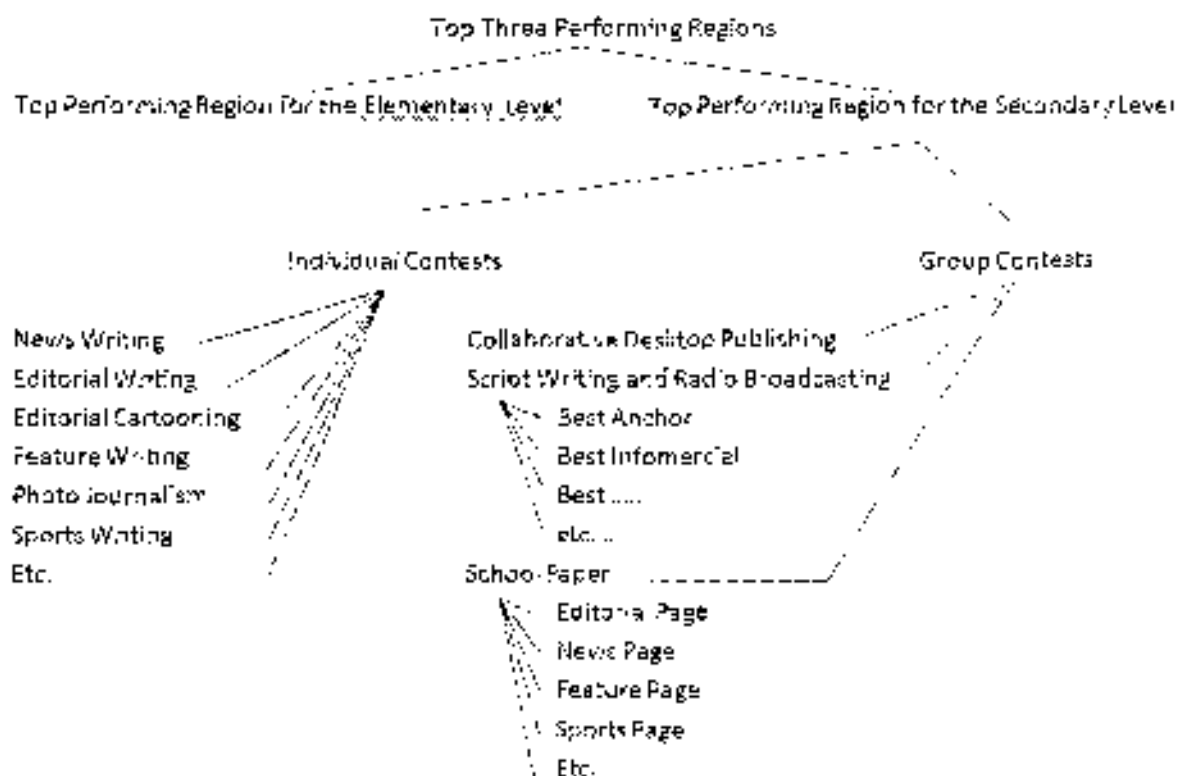
CRITERIA for JUDGING (Best Newsread)		
Technical Quality	30 %	
Content	30 %	
Presentation	40 %	
Impact	10 %	
<b>TOTAL</b>	<b>100 %</b>	

**SPECIAL AWARDS**

1. **Best News Writer:** *Choice of news angle - 3, organization - writing style - 3, accuracy - 2, conciseness - 2 (10 pts.)*
2. **Best Reporter:** *Delivery - 4, Content - 4, Impact - 2 (10 pts.)*
3. **Best News Anchor:** *Delivery - 5, impact - 5 (10 pts.)*
4. **Best in Technical Application:** *Efficient Appropriation - 3, Clarity - 3, Relevance - 2, Impact - 2 (10 pts.)*
5. **Best Infomercial:** *Conceptual Creativity - 5, Probative Value - 5 (10 pts.)*

### HOW TO COMPUTE FOR THE OVERALL SCORES

1. The scores of each of the seven Top Performing Regions per level (elementary and secondary) shall be added to identify the Top Three Performing Regions of the NSPC. The sum of the scores of each region is ranked from highest to lowest.
2. The total score of the Top Seven Region in the secondary/elementary level is the sum of all the scores garnered by each region in both group and individual contests. The sum of the scores of each region is ranked from highest to lowest.
3. The total score of the **Individual Contest** is the sum of the total score of all individual events. The sum of the scores of each region is ranked from highest to lowest.
4. The total score of the **Group Contest** is the sum of all the scores garnered by each region from Radio Script Writing & Broadcasting, Collaborative Desktop Publishing and School Paper Competitions. The sum of the scores of each region is ranked from highest to lowest.
5. Each contest category follows the same manner of computation, with the figures culled from the average scores given by all the judges of each contest/category.





**Major Activities for the 2016 National Schools Press Conference**

<b>Activities</b>	<b>Date</b>	<b>Persons Involved</b>
1. Initial Visit of the NTWG to the Proposed Site	July 8-10, 2015	RTWG, BEE and BSE NTWG
2. Consultative Meeting with Regional Supervisors	August 30 to September 3, 2015	BEE, BSE NTWG, Regional Supervisors for Journalism
3. Submission of Training Proposals Re: Regional Training for SPAs and CJs	October 3, 2015	Regional Supervisors for Journalism
4. Training Workshop for Journalism Trainers (Beginners and Advance Colleges)	November -December 2015	Select Trainers from each region, BEE, BSE NTWG and academic consultants
5. a. Conduct of Regional Training for SPAs and CJs b. Submission of report of disbursement, narrative report and pictorials of Regional Training of SPAs and CJs	October to December 2015	RTWGs, Division Coordinators  Regional Coordinator (report should be submitted to Dr. Marilyn D. Dimasano (Attn. Ms. Lea D. Estuye) at email: <a href="mailto:nspelementary@gmail.com">nspelementary@gmail.com</a> ; & for Secondary to <b>The Director</b> (Attn. Ms. Anna Marie Baligod-San Diego) at email: <a href="mailto:rspcbse@gmail.com">rspcbse@gmail.com</a> )
6. Conduct of Regional Schools Press Conference	October -December 2015	RTWGs & RPSPA
7. Monitoring of Regional School Press Conference	October -December 2015	BEE and BSE NTWG
8. a. Conduct of Regional Group Contests b. Submission of report of disbursement, narrative report and pictorials of RSPC	October -December 2015	RTWGs Regional Coordinator (report should be submitted to Dr. Marilyn D. Dimasano (Attn. Ms. Lea D. Estuye) at email: <a href="mailto:nspelementary@gmail.com">nspelementary@gmail.com</a> ; & for Secondary to <b>The Director</b> (Attn. Ms. Anna Marie Baligod-San Diego) at email: <a href="mailto:rspcbse@gmail.com">rspcbse@gmail.com</a> )
9. Debriefing of RSPC Monitoring	January 15, 2016	BEE and BSE NTWG
10. Planning Conferences of NTWG with the Host of NSPC 2016  1 <sup>st</sup> Planning Meeting 2 <sup>nd</sup> Planning Meeting	September 21-23, 2015 January 14-17, 2016	BEE/BSE NTWG Chair/Coordinators/ Host Region
11. Submission of regional entries for the Group Contests and list of contestants for the Individual, Collaborative Publishing and Scriptwriting and Radio Broadcasting Contests	January 25, 2016	Regional Coordinator (report should be submitted to Dr. Marilyn D. Dimasano (Attn. Ms. Lea D. Estuye) at email: <a href="mailto:nspelementary@gmail.com">nspelementary@gmail.com</a> ; & for Secondary to <b>The Director</b> (Attn. Ms. Anna Marie Baligod-San Diego) at email: <a href="mailto:rspcbse@gmail.com">rspcbse@gmail.com</a> )
12. Submission of confirmation sheet of officials and delegates to the host region/division	January 29, 2016	The Chair (Host Region) The Regional Director DepEd-RO XII at email: <a href="mailto:deped12_nspc@yahoo.com">deped12_nspc@yahoo.com</a> ; Regional Coordinator (attn. Dr. Marilyn D. Dimasano (Attn. Ms. Lea D. Estuye) at email: <a href="mailto:nspelem@gmail.com">nspelem@gmail.com</a> ; & for Secondary to <b>The Director</b> (Attn. Ms. Anna Marie

Activities	Date	Persons Involved
13. Submission of Names of Regional Outstanding SPAs and CJs	January 29, 2016	Baligid San Diego) at email: <a href="mailto:rsjchsc@gmail.com">rsjchsc@gmail.com</a> Regional Coordinator Presidents of PACOPA and NSSPAA
14. Conduct of 2016 Group Contest	January 30-February 5, 2016	BEE/BSE NTWG and Group Contest Committee
15. Submission of List of Official Delegation to the 2016 NSPC	January 29, 2016	Regional Supervisors in charge of Journalism, Regional Directors and BEE/BSE NTWG
16. Conduct of 2016 NSPC	February 22-26, 2016	BEE/BSE NTWG and all Regions
17. Debriefing, completion of report, dissemination of winners thru DepEd Memo	March 31, 2016	BEE/BSE NTWG Chair/Coordinators/ Host Region