August 2, 2019

DIVISION MEMORANDUM
No. _411_ s. 2019

CORRIGENDUM AND ADDENDUM TO DIVISION MEMORANDUM NO. 402, S. 2019
(2019 Division Schools Press Conference- Division Individual Press Writing and Group Contests)

To: Education Program Supervisors
     Public Schools District Supervisors
     Elementary/Junior/Senior High School Heads
     Coaches and School Paper Advisers

1.   Please be informed of the amended information of the Division Memorandum No. 402, s. 2019 entitled "2019 Division Schools Press Conference-Division Individual Press Writing and Group Contests".

2.   Amendments are as follows:
   - The venue of the 2019 DSPC shall be at Tagoloan Central School.
   - Submission of documents for Outstanding School Paper Adviser and Outstanding Campus Journalist shall be on August 26, 2019 during the DSPC to Maria Teresa M. Absin and Sally S. Aguilar.
   - Confirmation Sheets in Excel File e-copy with the names of the coaches and the journalists shall be sent at mariateresa.absin@yahoo.com on or before August 7, 2019 until 5:00 pm only.
   - Mrs. Nieva Bitonga shall serve as member of the technical working group.
   - Amendments of the "Contest Guidelines for TV Broadcasting, Column Writing, Photojournalism, Science and Technology Writing and Online Publishing" are enclosed.

3.   Other provisions of this Division Memorandum remain imposed.

4.   Immediate dissemination of this Memorandum is desired.

RANDOLPH B. TORTOLA
Schools Division Superintendent

RBT/CID/egd/mma

Republic of the Philippines
Department of Education
Region X - Northern Mindanao
DIVISION OF MISAMIS ORIENTAL

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2019 DIVISION SCHOOLS PRESS CONFERENCE– DIVISION INDIVIDUAL PRESS WRITING AND GROUP CONTESTS

August 26-27, 2018 and September 26-27, 2019 | Tagoloan Central School
Registration Form

District: _____

Level: ☐ *Elementary*   ☐ *Junior HS*   ☐ *Senior HS*

Medium: ☐ *English*   ☐ *Filipino*

No.	SCHOOL	CAMPUS JOURNALIST			EVENT	NAME OF SCHOOL PAPER	NAME OF SCHOOL PAPER ADVISER	SCHOOL PAPER ADVISERS' CONTACT NUMBER
		Last Name	*First Name*	*MI*				
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

GUIDELINES FOR TV SCRIPT WRITING AND BROADCASTING

A. PRE CONTEST

1. Each competing team shall have seven (7) members for 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 –1
    d. Director/Executive Producer/Development Communication 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 (16G) or External hard drive
    c. Camera phone, Digital Camera or DSLR which is compatible with the
    d. laptop for uploading capability
    e. wired lapel (optional)
    f. Paper, Printer with ink
    g. broadband (stick)
    h. Extension cord

3. The tools and equipment that will be provided by the management team shall be the only tools and equipment allowed to be used by all participants during the actual contest.

4. 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 attend the orientation on February 18, 2018 at 8:00 AM.

5. Each Team shall be given a maximum time of five (5) hours as part of the production process. Each team must be guided with the following suggested time allotment for production efficiency:
    a. News Gathering – 1 Hr. and 15 mins.
    b. News Writing – 1 Hr.
    c. Video Editing – 1 Hr.
    d. NOTE: After video editing, each Team must be prepared to tape as "LIVE" its news cast.
    e. Tape as "LIVE" Broadcast Presentation – 10 mins.
    f. Post Production - 1 hr. to 1 hr. and 55 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 use the time given to come up with a story line-up after conducting a story conference, 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 submit three (3) copies of their script after three (3) hours.

3. The News Script 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.

   c. **(1) ANCHOR'S INTRODUCTION (INTRO)** – Anchor's greeting or opening spiel.

   d. **ANCHOR'S LEAD INTRO OF REPORTER'S AV PACKAGE/REMOTE AV PACKAGE** –Anchor's brief introduction of reporter's AV package.

   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 may have a minimum time of one (1) minute.

   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.

   g. **(1) VTR SILENT**- Anchor's live delivery of a shortened news report. It should be around thirty (30) seconds.

h. **(1) VTR SOT**- Anchor's live delivery of a shortened news report with a sound bite, which should be around 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 items 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 LINEUP: 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 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)

3. 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 during the Division Schools Press Conference (DSPC), the Regional Schools Press Conference (RSPC) and/or the National Schools Press Conference (NSPC), the following presentation shall be observed:

    a. Each Team shall be given ten (10) minutes to set up a studio and to execute the production.

    b. The Proctor shall indicate the number of "takes" the anchor has made during the delivery of Intro Spiels, Lead Intro's and Extro Spiels.

    c. The Proctor shall strictly monitor the time and shall submit the record to the judges.

    d. The proctor shall flash the green card to signal the start of the presentation.

    e. A yellow card shall be flashed by the Proctor to signal that the presenting Team has only one minute left for its broadcast presentation.

    f. A red card shall be flashed to signal that the time (10 minutes) allotted for each Team has been consumed.

    g. 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.

    h. The judge(s) shall observe the broadcast presentation.

    i. The judge(s) shall include the broadcast presentation in the criteria for judging.

    j. 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 two (2) hours 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. The final output shall be submitted after two hours. Additional minute(s) that each Team has consumed shall have corresponding deductions. However, should any Team fail to submit the final output on the specified time, it shall be automatically disqualified from the competition.

THE CRITERIA for JUDGING: BEST NEWSCAST

SCRIPT WRITING (STORY LINE UP, NEWSCAST TITLE, CONTENTS OF LEAD INTROS, AV, REMOTE AV, VTR SILENT, VTR SOT, DEVELOPMENT COMMUNICATION, AND EXTRO SPIELS)	30%
BROADCAST PRESENTATION (APPEARANCE AND DELIVERY OF ANCHOR[S] AND REPORTER[S])	25%
TECHNICAL APPLICATION (GRAPHICS LAYOUT, MUSICAL SCORE, SOUND EFFECTS)	25%
OVER-ALL IMPACT (EDITED FINAL OUTPUT)	20%
TOTAL	100%

SPECIAL AWARDS: (10 POINTS EACH)

1. BEST NEWS ANCHOR: DELIVERY (5) AND IMPACT (5)
2. BEST NEWS REPORTER: DELIVERY (5), IMPACT (2) AND CONTENT (3)
3. BEST NEWS SCRIPT WRITER: STORY LINE UP (3), COHERENCE (3), CONTENT (2) AND ACCURACY (2)
4. BEST TECHNICAL APPLICATION SPECIALIST: GRAPHICS PRESENTATION (4), SOUND EFFECTS/MUSICAL SCORE (4) AND IMPACT (2)
5. BEST IN DEVELOPMENT COMMUNICATION: CREATIVITY (4), EDUCATIONAL VALUE (3), INFORMATIVE VALUE (3)
6. (OPTIONAL) MOST PROMISING VIDEO JOURNALIST: CAMERA ANGLES (5) AUDIO QUALITY (3) AND CREATIVITY (2)

SCORE SHEET FOR COLUMN WRITING

Technical	30%
Uses lead paragraph to introduce or build up a clear argument in the issue	
The tone, style and approach in analyzing the issue are evident	
Uses a language that is understood by the target audience	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong, appropriate and catchy title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Content	**50%**
Presents and explains a solid and clear stand	
Presents the different angles and examine both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message and can influence public opinion	
Arguments presented in the body logically support the writer's stand	
Clarifies certain points of fact or argument that may be confusing or complicated	
Ethics	**20%**
Observes ethical and professional standards for journalism (fairness, relevance, accuracy, originality)	
Cites sources and observes copyright laws	
Total	**100%**
Comments/Suggestions:	

_____
Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR PHOTOJOURNALISM

Technical	40%
Presents images that are sharp, free from smudges and not blurred and cluttered	
Uses appropriate photography composition techniques to highlight images	
Observes balanced layout	
Content	**50%**
Shows clear and specific idea(s) or angle connected to the given article	
Arouses interest	
Presents relevant and well-written captions	
Provides the best three photos with captions for the news article	
Ethics	**10%**
Observes ethical and professional standards for journalism (fairness, relevance, accuracy and balance)	
Respectful of subject's rights	
Total	**100%**
Comments/Suggestions:	

_____

Evaluator/Judge

(Signature over Printed Name)

SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING

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

_____
Evaluator/Judge
(Signature over Printed Name)

3. Editorial Cartooning:
    a. Contestants shall bring their own pencil no. 2 while the NTWG 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.

4. Science and Technology Writing
   Fact sheets or other sources of information shall be given to the contestants as bases in writing a feature article.

5. Photojournalism
    a. Preparation:
        1) Contestants should be at the contest venue thirty (30) minutes before the orientation.
        2) The contestants are allowed to use any Digital Camera (point and shoot only) with a maximum of 20.1 megapixels. Contestants who will use any DSLR and other high-end cameras will **not be permitted to join the contest**.
        3) The contestant should bring his/her own camera cable, card reader, and laptop for uploading and saving of pictures.
        4) 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:
        1) All contestants must use an empty memory card for the contest.
        2) The contestants will load the storage card in front of the examiner on the contest day.

    c. Photo Shoot and Layout
        1) Soft copy of a news article will be given to the contestants for them to save in their respective laptops.
        2) The article must be analyzed by the contestants.
        3) They will be asked to produce three (3) possible photos with caption for the article.
        4) Contestants are given one (1) hour to take pictures, which does not include the loading and unloading of the storage card in front of the examiner.
        5) **During the actual photo shoot, the advisers, trainers, and parents are NOT allowed in the venue.**
        6) Contestants are allowed to take **unlimited shots**, but **only four (4) shots** (including the control shot) will be submitted as official entries.
        7) Contestants should submit their three (3) photos that are separately laid out in the news article using MS Word and saved as PDF. Hence, each contestant shall have four (4) files in their folder.

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each Region shall organize a team of five (5) members who shall not be competing in any of the individual and group contests. There will be one team for English and another for Filipino for the secondary level only.

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 one (1) hour 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 communicate in all forms (text, call, chat, etc.) with their respective advisers until the end of the contest.

5. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. The sports writers shall attend coverage of an actual sports event. The photojournalists shall take pictures/videos of the mini press conference while the rest of the team is doing write-ups, layouting and editing. The team will be given two (2) hours for layouting and editing. Sports writers and photojournalists 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, editing of articles online after the creation of an online publication using the official platform to be provided by the organizer.

7. Specific instructions on the number of articles to be produced will be given during the orientation.

8. Each team will be required to bring one scanner, at least two digital cameras, and a maximum of (4) laptops installed with Photoshop for image enhancement. Official laptops previously cleared of stored documents shall be submitted to the NTWG on (date) up to five p.m. only to check for any other applications and pre-written documents or references. Failure to submit the laptops on/before the set deadlines shall mean disqualification of the competing team.

9. Each team shall bring two (2) of their own pocket wifis (preferably with two different networks) and extension cord.

10. The host region will provide six (6) scanners for the competition (three for Filipino and three for English).

11. Each group shall submit their URL to the assigned examiner.

12. The top (7) seven teams shall be recognized and the points will be included in the determination of the overall standing. All competing teams shall be given points and ranked accordingly).

13. The decision of the Board of Judges shall be deemed final and irrevocable.

SCORE SHEET FOR THE BEST ONLINE PUBLISHING

Content (40%)	Score
- Exhibits appropriate balance of news, editorial, features, sports, and other appropriate and interesting content - Utilizes facts from interviews, document review, data analysis and other reliable sources - Shows a variety of stories that fit the section where they are placed - Cites historical references, statistics, relevant names/facts to bolster credibility of statements, assertions, arguments and/or narratives - Provides balance of light and serious topics - Shows relevance of articles to students - Showcases original works of students. - Properly cites information and attributes these facts from the source of information - Applies the principles of journalism - Has clear and unbiased headlines/titles - Observes the rules of grammar and syntax	
Layout (20%)	
- Arranges stories in decreasing importance. - Highlights originality/uniqueness - Uses relevant video or audio, pictures and graphics that are clear, properly edited, captioned and credited - Exhibits clear focus and coherent organization of articles	
Technical (20%)	
- Makes use of multimedia elements such as video, audio, animation, graphics and photos - Is readable, mobile-responsive and engaging via social media - Contains the paper's masthead, editorial profile, and the following sections: News, Editorial, Features, and Sports - Articles include hyperlinks to cited references, data and other content or websites	
Ethics (20%)	
- Observes standards of journalism in terms of fairness, relevance, accuracy and balance - Has no potentially libelous or obscene content, plagiarism and copyright violations	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

2019 DIVISION SCHOOLS PRESS CONFERENCE: GROUP CATEGORY

September 26-27, 2019 | Tagoloan Central School

TRAINING MATRIX

TIME	DAY 1	SPEAKER/ FACILITATOR/ IN-CHARGE	DAY 2	SPEAKER/ FACILITATOR
7:00-8:00	Arrival	Imelda Emano and Faculty	7:00-9:00	Judging and Consolidation of Results
8:00-8:30	Opening Program	Nelskie Monterola Lizcel Corcoro		
	Prayer	Delma Masion		
	National Anthem	Mary Jane Berondo		
	Welcome Remarks	Imelda C. Emano		
	Acknowledgment of the Participants	Carnila Simacon		
	Message	Nilda M. Mejos, PSDS		
		Hon. Mayor Gomer A. Sabio LGU Tagoloan		
		SDS Randolph B. Tortola		
8:30-9:00	Orientation/Briefing	Maria Teresa M. Absin Alvin B. Hizon Hector Paulo E. Diango		
	Workshop/Contest	**Speakers and Facilitators**	**Input and Feedback-Giving**	
9:00-12:00	**Collab:** **-Sports Coverage** -English and Filipino -Elem and JHS/SHS **Photoshoot** -English and Filipino -Elem and JHS/SHS	Speaker: Alvin B. Hizon Facilitators: Nelskie Monterola Lizcel Corcoro	-Collaborative Publishing -Online Publishing	Alvin B. Hizon
8:30am-11:30pm	Radio Broadcasting TV Broadcasting	Speaker: Hector Paulo E. Diango Facilitators: Felicitas Garcesa Jomar Sinatao	Speaker: Hector Paulo E. Diango Facilitators: Joemar Sinatao Felicitas Garcesa (Declaration of Winners post broadcasting)	Hector Paulo E. Diango
12:00-1:00	LUNCH BREAK			
1:00-4:00	-Collaborative Publishing -Online Publishing	Speaker: Alvin B. Hizon Facilitators: Nelskie Monterola Lizcel Corcoro Genes Lesaca	-Collaborative Publishing -Online Publishing	Alvin B. Hizon
4:00-5:00	Feedback-Giving	Alvin B. Hizon	Declaration of the Top 7	Alvin B. Hizon Nelskie Monterola Lizcel Corcoro
Officers' of the Day	Nelskie Monterola Lizcel Corcoro			

Prepared by:

MARIA TERESA M. ABSIN
EPS-I

Department of Education

2019 DIVISION SCHOOLS PRESS CONFERENCE (DSPC)
September 26-27, 2019 | Tagoloan Central School, Tagoloan, Misamis Oriental

DIVISION TRAINERS: ENHANCEMENT TRAINING FOR THE 2019 RSPC QUALIFIERS-INDIVIDUAL CATEGORY

INIDIVIDUAL CONTESTS				
Event	Trainer	School	District	Level
Editorial Writing	Vilma J. Abastas	Jasaan NHS	Jasaan	JHS/SHS
	Melchie O. Pangan	Talisayan CS	Talisayan	Elem
Feature Writing	Rey Mangle	Tagoloan NHS	Tagoloan	JHS/SHS
	Monaliza H. Dapitan	Jasaan NHS	Jasaan	Elem
Photo-journalism	Renyl L. Monteclaro	Jasaan NHS	Jasaan	JHS/SHS
	Lavern Callo	MOGCHS	MOGCHS	Elem
Science and Technology Writing	Jo Ann Katherine Z. Valledor	Jasaan NHS	Jasaan	JHS/SHS
	Janice Berigay	Baliwagan NHS	Balingasag North	Elem
News Writing	Judy Abog	Jasaan NHS	Jasaan	JHS/SHS
	Jezreel Aileen P. Sitoy	Claveria CS	Claveria I	Elem
Sports Writing	Nazar V. Ebal	Opol NSTS	Opol	JHS/SHS
	Admir Galindo	Baliwagan NHS	Balingasag South	Elem
Copy Editing and Headline Writing	Arish Aplicador	Jasaan NHS	Jasaan	JHS/SHS
	Ma. Elena G. Casinillo	Balingasag CS	Balingasag North	Elem
Editorial Cartooning	Dazzel Erra A. Pascua	Tambobong-Balacanas NHS	Villanueva	JHS/SHS
	Carlos B. Melgar	Tagoloan CS	Tagoloan	Elem
Column Writing	Karen Valdehueza	MOGCHS	MOGCHS	JHS/SHS
	Joyce Magallones	Jasaan CS	Jasaan	Elem
Speakers for the Confab	Mark Lorren T. Tejano	Division Office		JHS/SHS
	Eman Lachica			
	Nino Jomar Cablay			
Tabulator	Gerry Madrid			

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