



Republic of the Philippines  
Department of Education  
Region III  
**SCHOOLS DIVISION OF BULACAN**

March 4, 2024

**DIVISION MEMORANDUM**

No. 109 , s. 2024

**PROVINCIAL SCHOOLS PRESS CONFERENCE (PSPC): A CO-CURRICULAR  
ACTIVITY ON SHOWCASING THE JOURNALISTIC SKILLS OF THE  
TOP PERFORMING TEACHER-COACHES AND CAMPUS JOURNALISTS  
IN THE ELEMENTARY AND SECONDARY LEVELS  
(Public and Private)**

To: Assistant Schools Division Superintendent  
Division Chiefs  
DEPS-in-Charge of Campus Journalism  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Heads and Administrators of Private Schools  
All Others Concerned

- In pursuance of the Republic Act (RA) No. 7079, also known as the Campus Journalism Act of 1991 that upholds and protects the freedom of speech through various school activities, this Office announces the conduct of the Provincial Schools Press Conference (PSPC): A Co-Curricular Activity on Showcasing the Journalistic Skills of the Top Performing Teacher-Coaches and Campus Journalists in the Elementary and Secondary Levels to be held on the schedule listed below.

Level	Activity	Date/Venue/Host
Elementary	A. Provincial Schools Press Conference (PSPC) – (Pre-Final Rounds)	March 18, 2024 8:00AM-4:00PM Banga ES & HS, Plaridel District, Banga, Plaridel
Elementary	B. PSPC Final Rounds	March 25, 2024 8:00AM-4:00PM Maguinao ES, San Rafael West District, Maguinao, San Rafael
Secondary	A. Provincial Schools Press Conference (PSPC) – (Pre-Final Rounds)	March 19, 2024 8:00AM-4:00PM San Miguel NHS, San Miguel
Secondary	B. PSPC Final Rounds	March 26, 2024 8:00AM-4:00PM Lydia Villangca HS, San Rafael West, Ulingao, San Rafael

- This co-curricular activity aims to:
  - optimize the writing skills of the campus journalists in the different individual writing categories;
  - demonstrate understanding of the importance of journalism by expressing it through different journalistic endeavors and approaches;
  - sustain advocacy on social consciousness and environmental awareness;
  - 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;
  - promote responsible journalism and fair and ethical use of social media and enhance journalistic competence through healthy and friendly competitions, and
  - select learner-qualifiers for the Regional Schools Press Conference (RSPC).



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Department of Education  
Region III  
**SCHOOLS DIVISION OF BULACAN**

3. The Conference Activities include the following

3.1 Individual Writing Categories:

No.	English	No.	Filipino
1.	News Writing	1.	Pagsulat ng Balita
2.	Editorial Writing	2.	Pagsulat ng Editoryal
3.	Feature Writing	3.	Pagsulat ng Lathalain
4.	Sports Writing	4.	Pagsulat ng Balitang Isports
5.	Science Writing	5.	Pagsulat ng Balita Artikulong Agham
6.	Copyreading Writing	6.	Pagwawasto at Pag-uulo ng Balita
7.	Cartooning Writing	7.	Kartuning
8.	Photojournalism Writing	8.	Pagkuha ng Litrato
9.	Column Writing	9.	Pagsulat ng Kolumn

3.2 Radio Broadcasting and Scriptwriting Contest

4. Participants to these activities are the **TOP 10 Campus Journalist-Winners** in the EDDIS Level Press Conferences in 9 Individual Writing Categories and the EDDIS Level **Top 1 Winners** in the Radio Broadcasting and Scriptwriting Contest (English & Filipino –Elementary and Secondary) together with their teacher-coaches, campus journalism advisers, coordinators, school heads and subject coordinators. Private schools with Radio Broadcasting and Scriptwriting team are also included in the contest.
5. Contestants in photojournalism must use only digital camera (point and shoot) with maximum of 24.3 megapixels. Contestants who will use DSLR and other high-end cameras will not be permitted to join the contest.
6. All learner-journalists must have parent’s/guardian’s letter of consent to be submitted to their teacher-coaches and School Paper Advisers (SPA) allowing them to join and participate in the campus journalism activities. Similarly, they should be given pertinent academic considerations during the contests to cope with their learning episodes.
7. Elementary and secondary school heads shall regularly monitor and check the campus journalism development plans and schedule of sessions of the teacher-coaches/SPAs to ensure that essential contact hours shall be solely devoted to other co-curricular activities and learning episodes. Henceforth, they are reminded of the DepEd Order No. 9, S. 2005, “Instituting Measure to Increase Engaged Time on Task and Ensuring Compliance Therewith.” Classes must not be disrupted and there must be substitutes to those SPAs attending the activity.
8. There will be **NO REGISTRATION FEE** in the conduct of these PSPC activities, henceforth; the transportation, food allowance, and other incidental expenses of the participants shall be taken from the LSB Funds/MOOE/School Paper Funds/Local Funds subject to the usual accounting and auditing rules and regulations as reinforced by the recently released Division Memoranda Nos.061 and 062, s.2024. Strictly, **no mandatory fees or any form of monetary and non-monetary contributions** shall be directly taken from the parents and learners. Participating private schools should make the necessary arrangements with their respective administrators.
9. In the Pre-Final Rounds, Top 10 winners in 9 individual writing categories (English & Filipino – Elementary and Secondary) shall be awarded but only the **TOP 5 Winners** shall advance to the PSPC Final Rounds. In line with the conduct of Radio and Scriptwriting Contest, all teams (English & Filipino – Elementary and Secondary) shall be recognized but only the **TOP 2 Group Winners** shall advance to the Final Rounds.



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Region III

**SCHOOLS DIVISION OF BULACAN**

10. During the PSPC Final Rounds, all winners shall be ranked and awarded but only **TOP 3 WINNERS** in 9 individual writing categories and **TOP 1 WINNERS** in Radio and Scriptwriting Contest (English & Filipino – Elementary and Secondary) shall be the official delegates of SDO Bulacan to the 2024 Regional Schools Press Conference (RSPC).
11. The rank and computation of points of the Over-All Top Performing EDDISes, Districts, and Secondary Schools shall be announced in a separate Memorandum.
12. Enclosure No.1 contains the PSPC Schedule of Activities, the Guidelines and Procedures of the Individual Writing and Group Contests, Materials and Requirements to be prepared by the Host Schools, the Scoresheets to be used in Individual Writing Categories both English and Filipino, and the Members of the Division CJ Technical Working Group.
13. This Memorandum serves as travel authority of the persons involved during the conduct of the Campus Journalism activities.
14. Immediate and wide dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN, PhD, CESO V**  
Schools Division Superintendent

CID/Sangoyo-Division Memo – Provincial Schools Press Conference  
0013/March 4, 2024



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**SCHOOLS DIVISION OF BULACAN**

Enclosure No. 1 to Division Memorandum No. \_\_\_ s. 2024

**PROVINCIAL SCHOOLS PRESS CONFERENCE (PSPC): A CO-CURRICULAR ACTIVITY ON SHOWCASING THE JOURNALISTIC SKILLS OF THE TOP PERFORMING TEACHER-COACHES AND CAMPUS JOURNALISTS IN THE ELEMENTARY AND SECONDARY LEVELS**

**I. PSPC SCHEDULE OF ACTIVITIES**

7:00-8:00	Arrival and Registration - Contest Room
8:01-9:00	Opening Program/Briefing and Orientation in Respective Contest Rooms
9:01-11:00	Simultaneous Contests in 9 Categories and Radio and Scriptwriting Contests A. Individual Writing: <ul style="list-style-type: none"> <li>• News Writing</li> <li>• Editorial Writing</li> <li>• Feature Writing</li> <li>• Sports Writing</li> </ul> B. Radio Broad. <ul style="list-style-type: none"> <li>• Science Writing</li> <li>• Copyreading</li> <li>• Cartooning</li> <li>• Column Writing</li> </ul> <ul style="list-style-type: none"> <li>• Photojournalism</li> <li>- Checking of Memory by IT Personnel</li> <li>- Photo Shooting</li> <li>- Submission of Memory Card</li> <li>- Printing of Photos by TWG</li> </ul>
11:01-12:00	Submission of the contest entries to the Evaluation Team by the Contest Proctors
12:01-1:00	Lunch Break
1:01-4:00	<ul style="list-style-type: none"> <li>• Evaluation of Entries</li> <li>• Awarding Ceremony</li> </ul>

**II. GUIDELINES IN THE CONDUCT OF THE PROVINCIAL SCHOOLS PRESS CONFERENCE IN INDIVIDUAL WRITING CATEGORIES**

The Individual Writing Contests are designed to showcase the competencies of campus journalists and promote fair and ethical use of media as tenets of responsible journalism. The policy guidelines listed below are set to provide synchronized information to all Campus Journalists (CJ) program stakeholders to ensure successful conduct of the activities.

1. The Provincial Schools Press Conference (PSPC) includes in the Individual Writing Categories:

No.	English	No.	Filipino
1.	News Writing	1.	Pagsulat ng Balita
2.	Editorial Writing	2.	Pagsulat ng Editoryal
3.	Feature Writing	3.	Pagsulat ng Lathalain
4.	Sports Writing	4.	Pagsulat ng Balitang Isports
5.	Science Writing	5.	Pagsulat ng Balita Artikulong Agham
6.	Copyreading Writing	6.	Pagwawasto at Pag-uulo ng Balita
7.	Cartooning Writing	7.	Kartuning
8.	Photojournalism Writing	8.	Pagkuha ng Litrato
9.	Column Writing	9.	Pagsulat ng Kolumn

- The registration of the delegation team per district/school is by category, inside the contest room. Each CJ must present his/her ID for school identification.
- Contestants must accomplish the registration form while coaches have separate registration form. Contestants in photojournalism must immediately have their memory card cleared by the IT personnel of the host school.



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Republic of the Philippines  
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Region III  
**SCHOOLS DIVISION OF BULACAN**

4. There will be a maximum of **one (1) hour** opening program, contestants should stay at the contest room. The proctor, in each room will give orientation before the contest.
5. Contest rooms must have labels (separate English and Filipino). Each contest room must accommodate at least 35-40 contestants.
6. Contestants should accomplish the contest slip. Code number shall be given to them by the proctor. **NO NAME** in the entry paper only the code number. The proctor should check the contest slip and the code number in the entry paper as to correctness.
7. Seat arrangement should be based on the registration.
8. The contest in 8 individual writing categories should start by 9:01 AM and end by 10:00AM while the Photojournalism contest is expected to begin upon the arrival of the participants to facilitate the technical aspects of the cameras. It will be conducted simultaneously depending on the availability of the contest rooms. Contestants with two (2) categories to join must have his/her coach coordinate with the contest proctor. Same time allotment will be given to CJ with two entries.
9. The proctor will oversee the contest room activity. In case of clarification/inquiry, the attention of the Division TWG must be called.
10. After submitting the contest entry to the proctor, the contestants may proceed to the school gymnasium designated as common area to wait for the announcement of winners.
11. The proctor after gathering the contest entries must arrange them according to code number and submit immediately to the Evaluation Team.
12. Recognizing and respecting Intellectual Property Rights, the SDO Bulacan adheres to the rules concerning plagiarism. DepEd reiterates its stand to disqualify contestants found to have copied and published texts, graphics, and other materials without duly acknowledging their sources.
13. Any form of plagiarism in all competitions as proven by the board of judges/DTWG shall be ground for disqualification.
14. In the Pre-Final Round, Top 10 winners in 9 individual writing categories (English & Filipino – Elementary and Secondary) shall be awarded but only **TOP 5 Winners** shall advance to the PSPC Final Rounds.
15. During the PSPC Final Rounds, all winners shall be ranked and awarded but only **TOP 3 WINNERS** in 9 individual writing categories shall be the official delegates of SDO Bulacan to the 2024 Regional Schools Press Conference (RSPC).
16. Other guidelines in the conduct of PSPC Final Rounds shall be announced during the event.
17. The decision of the Board of Judges/DEPS/CJ TWG is **FINAL** and **IRREVOCABLE**.

### III. OTHER SPECIFIC GUIDELINES

#### A. Pre- Contest:

1. All contestants for individual categories shall be in their designated contest rooms 30 minutes before 8:00 AM. Contestants who will come after 8:00 am shall be accepted but orientation details will not be repeated for them.



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## SCHOOLS DIVISION OF BULACAN

2. Once inside the contest rooms, contestants shall not be allowed to use mobile phones and shall be required to turn them off or put them into silent mode.
3. The contest proctors will facilitate the signing of the registration in the contest rooms.
4. Contestants **must check** their names and contest codes **carefully** from the registration form. They have to make sure that their credentials are written correctly on the registration form.
5. Contestants in the individual writing categories shall use their own black-inked ballpen and the paper provided in the kit. Only outputs written in the official paper shall be accepted by the proctor for submission.
6. Contestants in the editorial cartooning shall only use the materials provided by the proctor.
7. Contestants must write their codes in the upper left corner of their output. No other identifying marks should be written in the output. Any identifying marks included in the output shall be subject to disqualification.
8. Contestants shall follow strictly the submission time set by the contest proctor.

### B. Contest Proper:

#### 1. News, Feature, Column, and Editorial Writing:

- a. Fact sheets or other sources of information shall be given to the contestants as basis for writing the article.
- b. Contestants shall be given one (1) hour to write their article.

#### 2. Sports Writing

- a. 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 interviews and data gathering.
- b. Contestants shall watch an actual game where they can gather appropriate data and/or interview officials and athletes before and after the game.
- c. Mobile phones or any recording device shall not be allowed during the game and interview.
- d. Contestants shall return directly to the designated contest rooms after the game coverage. Any contestant caught communicating with coaches, parents, or teachers outside the contest rooms shall be subject to disqualification.
- e. Contestants shall be given one (1) hour to write their output.

#### 3. Copy Reading and Headline Writing

- a. The contestants shall be provided with a fact sheet and shall be given one (1) hour to finish their output.
- b. The contestants shall use the 2018 Associated Press (AP) editing marks and follow directions given in the contest piece.
- c. The contestants shall **provide the best two headlines for the article.**



Republic of the Philippines  
Department of Education  
Region III  
**SCHOOLS DIVISION OF BULACAN**

**4. Editorial Cartooning**

- a. DTWG shall provide all the contestants with the OSLO papers and Pencil No. 2 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 the media.

**5. Science and Technology Writing**

- a. Contestants are expected to be well-versed in: Features, News, and Editorial
- b. Fact sheets or other sources of information shall be given to the contestants as a basis for writing feature articles.
- c. Contestants shall be given one (1) hour to write their output.

**6. Photojournalism**

- a. Preparation:
  - 1) Contestants should be at the contest venue one (1) hour before the orientation on the guidelines and rubrics.
  - 2) The photojournalists are allowed to use any Digital Camera (point and shoot only) with a maximum of **24.3 megapixels**. Contestants **who will use any DSLR and other high-end cameras will not be permitted to join the contest.**
  - 3) The contestants shall format their own memory card and camera to be checked by the examiner/s.
  - 4) The contestants **must** bring their own camera cable and card reader for uploading/ saving pictures.
  - 5) Cellular phones, extra digital cameras, extra storage cards or any additional materials/equipment **are not allowed** in the contest area.
  - 6) Contestants shall bring their own black ink ballpen while the DTWG will provide scratch papers where contestants can write down notes during the shooting.
- b. Photo Shoot, Uploading, and Captioning
  - 1) Control shot shall be the first shot.
  - 2) 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 proctor on a theme to be provided during the orientation.
  - 3) Contestants are allowed to take unlimited shots but will submit five (5) possible photos with captions for the given theme and the control shot.
  - 4) Contestants shall retain in the memory card photos to be submitted only.
  - 5) Contestants will be given 30 minutes to write captions for each of the five photos.
  - 6) Caption sheets (with lines and margins) will be provided by the DTWG.
  - 7) All entries with caption sheets shall be submitted to the proctor after the allotted time.
  - 8) The contestant, assisted by the proctor, shall upload his/ her outputs to the official laptop using his/ her own cable or card reader having his/ her code as the folder name.



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Region III  
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**IV. MATERIALS/REQUIREMENTS TO BE PREPARED BY THE HOST DISTRICT/SCHOOL:**

1. Contest Rooms- must have label per category
2. Evaluation Room- for the Board of Judge-Practitioners and Division Technical Team
3. Common Area for delegates
4. Map of contest rooms to serve as guide
5. Public address sound system for the giving of announcement
6. Rooms and Portable Sound System for Radio Broadcasting and Script Writing Contests
7. List of teachers and their respective assignment in the PSPC.
8. Room Labels

**V. WORK COMMITTEES**

1. Registration and Contest Committee (from the host district/school)
2. Finance Committee (from the host school and SDO)
3. Accommodation Committee (from the school host)
4. Food and Refreshment
5. Evaluation Committee (from the SDO)
6. Program and Certificates/Trophies
7. IT Committee for Photojournalism
8. Security and Sanitation Committee
9. First Aid and Medical Team
10. Documentation and ACR Committee
11. Other Committees to be assigned by the School/DTWG

Other Requirements:

- \* Contest Slip
- \* Certificates of Recognition and Participation





Republic of the Philippines  
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 Region III  
**SCHOOLS DIVISION OF BULACAN**

**VI. SCORESHEETS IN INDIVIDUAL WRITING CATEGORIES**

**SCORE SHEET FOR NEWS WRITING**

<b>Form and Style (40%)</b>	<b>Score</b>
Arranges details of the event in decreasing 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	
Observes gender fair language.	
<b>Content (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 (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>TOTAL (100%)</b>	
<b>Comments/Suggestions:</b>	

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



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**SCHOOLS DIVISION OF BULACAN**

**SCORE SHEET FOR FEATURE WRITING**

<b>Form and Style (30%)</b>	<b>Score</b>
Observes the rules of grammar and syntax	
Conforms with the principles of organization and progression of ideas	
Exhibits creative presentation of facts in the story	
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	
Observes gender fair language.	
<b>Content (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 (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>TOTAL (100%)</b>	
<b>Comments/Suggestions:</b>	

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**SCORE SHEET FOR EDITORIAL WRITING**

<b>Form and Style (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	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Observes gender fair language.	
<b>Content (50%)</b>	
Presents the general stand of the writer in the lead	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
 Evaluator/Judge  
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**SCORE SHEET FOR SPORTS WRITING**

<b>Form and Style (40%)</b>	<b>Score</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	
Observes gender fair language.	
<b>Content (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 (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

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Region III  
**SCHOOLS DIVISION OF BULACAN**

**SCORE SHEET FOR COPYREADING AND HEADLINE WRITING**

<b>Copyreading (60%)</b>	<b>Score</b>
Uses appropriate copyreading symbols	
Recognizes exact number of errors in the contest piece	
<b>Headline Writing (40%)</b>	
Provides the best headline for the news article	
Observes standards in headline writing	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
Evaluator/Judge  
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**SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING**

<b>Form and Style (40%)</b>	<b>Score</b>
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	
Observes gender fair language.	
<b>Content (50%)</b>	
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	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

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



Republic of the Philippines  
 Department of Education  
 Region III  
**SCHOOLS DIVISION OF BULACAN**

**SCORE SHEET FOR PHOTOJOURNALISM**

<b>Technical Quality (40%)</b>	<b>Score</b>
Exposure value and quality of image (free from digital noise)	
Presents images with acceptable sharpness	
<b>Communicative Quality (40%)</b>	
Shows clear and specific idea(s) or angle connected to the theme or topic	
Uses creative photography techniques to highlight the visual story	
<b>Caption (10%)</b>	
Writes a two-sentence caption providing context to the picture	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
Follows strict standards of no manipulation and alteration of reality	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

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



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**SCHOOLS DIVISION OF BULACAN**

**SCORE SHEET FOR EDITORIAL CARTOONING**

<b>Form and Style (30%)</b>	<b>Score</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 (60%)</b>	
Presents clear, specific and a recognizable point-of-view or opinion on the given issue or topic	
Raises relevant, timely issues and concerns about the topic	
Is in good taste and free from libelous, indecent, and abstract ideas	
Arouses interest and analytical thinking among its readers	
Constructively criticizes and influences readers' opinion	
<b>Ethics (10%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

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



**Address:** Provincial Capitol Compound, Brgy. Guinhawa,  
 City of Malolos, Bulacan  
**Website:** <https://bulacandeped.com>  
**Email:** [bulacan@deped.gov.ph](mailto:bulacan@deped.gov.ph)



Republic of the Philippines  
 Department of Education  
 Region III  
**SCHOOLS DIVISION OF BULACAN**

**SCORE SHEET FOR COLUMN WRITING**

<b>Form and Style (30%)</b>	
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	
Observes gender fair language.	
<b>Content (50%)</b>	
Presents and explains a solid and clear stance	
Presents the different angles and examines both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents reviews, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance.	
Clarifies certain points of fact or argument that may cause confusion or complication.	
<b>Ethics (20%)</b>	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
<b>Total (100%)</b>	
<b>Comments/Suggestions:</b>	

\_\_\_\_\_  
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Republic of the Philippines  
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**SCHOOLS DIVISION OF BULACAN**

**VII. GUIDELINES IN THE CONDUCT OF THE RADIO BROADCASTING AND SCRIPTWRITING CONTEST**

**A. General Guidelines**

1. Each team shall compose of seven (7) members for the English and Filipino categories.
2. The team members should wear a white T-shirts and maong pants.
3. Individual awards include the best anchor and best news presenter, while group awards include best technical application, best infomercial, and best script.
4. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
5. Any breach or violation of the stipulated guidelines shall be valid grounds for disqualification.
6. In the Pre-Final Round, all winners (English & Filipino – Elementary and Secondary) shall be announced but only the **TOP 2 Group Winners** shall advance to the Final Rounds. Their points will be included in the determination of the overall scores. Special awards will be given.
7. During the PSPC Final Rounds, all winners shall be ranked and awarded but only the **TOP 1 WINNERS** (English & Filipino – Elementary and Secondary) shall be the official delegates of SDO Bulacan to the 2024 Regional Schools Press Conference (RSPC).
8. The decision of the Board of Judges shall be deemed final and irrevocable.

**B. Pre- Contest**

1. All contestants must be at the contest rooms one hour before the orientation at 8 AM.
2. All contestants are required to attend the orientation before the actual competition.
3. During the orientation, the contest proctor will facilitate the signing of registration and assignment of the team code.
4. All contestants shall submit laptops cleared of stored documents including prepared templates or any pre-written files or references therein to their designated TWG.
5. All laptops shall be cleared of stored documents including pre-written files or references therein except music or sound effects files. Laptops with files other than music or sound effects files shall not be allowed during the competition.
6. Each team may use up to four (4) official laptops, cleared of stored documents, and an inkjet printer and A4 size bond paper in preparing and printing the script.
7. Each team is required to bring its own extension wires and other equipment for rehearsal.

**C. Contest Proper**

**1. Scriptwriting**

- a. The students will be given (1) hour and 30 minutes to prepare a script for a 5-minute radio broadcast, that includes an infomercial, which may depict health, environment, politics, and social issues, and four (4) news articles, which may be based on press releases, raw data, or any other option given by the RTWG. 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.



Republic of the Philippines  
Department of Education  
Region III  
**SCHOOLS DIVISION OF BULACAN**

- b. 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.
- c. The script should not bear any information that may identify the school or district, but it should include the names of the members of the team with their job assignment/contribution (i.e. anchor, news presenter, etc.)
- d. Scripts should be:
  - encoded using Arial font size 12
  - with directorial instructions in capital letters
  - double-spaced with normal margin (1inch on all sides)
  - printed in A4-sized bond paper (8.27x1 1.69 inches)
- e. 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.

## 2. Broadcast Simulation

- a. A broadcast room for the presentation shall be identified in the testing center or contest venue. Only the contestants, judges, and members of the contest committee shall be allowed inside. The student broadcasters shall be concealed from the judges throughout their presentation.
- b. The organizers/host school shall commission an independent sound system provider to ensure quality audio output. The technical operator shall only set the sound system before the simulation. A jack/auxiliary cord will be provided for the laptops and other sources of sound effects.
- c. Except for the volume meter, contestants/technical directors shall not be allowed to change, adjust and manipulate the main control board during their presentation.
- d. Mobile phones and reference books shall not be allowed in the contest area.
- e. In case of power failure, the affected team shall be allowed to perform again.
- f. Loudspeakers may be set up outside the broadcast room.
- g. The order of presentation will be identified through the drawing of lots by the directors before the script writing.
- h. Each team shall be given nine (9) minutes: three (3) minutes of which for preparation, five (5) minutes for the actual broadcast, and one (1) minute for the exit. Provided running time shall be applied.
- i. 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 timekeeper. **(Consider having a digital timer visible to both the judges and contestants.)**
  - a. A yellow flag shall then be raised to signal the team that they have one (1) minute left for preparation. The green flag shall then be raised to signal the team to start. The yellow flag shall be raised again to warn the team that they only have one (1) minute remaining and followed by the red flag to indicate that their time is up.
  - b. The team who complied with the 5-minute production shall be given perfect score (5 points). In case of overtime or undertime, the following scheme of deductions shall be followed:



Republic of the Philippines  
 Department of Education  
 Region III  
**SCHOOLS DIVISION OF BULACAN**

Undertime / Overtime  
 1 second - 20 seconds - 1 point  
 21 seconds - 40 seconds - 2 points  
 41 seconds - 60 sec. -3 pts.  
 61 sec. and above - 4 pts.

j. The contestants shall leave the broadcast room right after their presentation.

**VIII. DIVISION TECHNICAL WORK GROUP/FACILITATORS IN THE CONDUCT OF CAMPUS JOURNALISM CONTESTS IN SDO BULACAN FOR SCHOOL YEAR 2023-2024**

No.	Name	School/District
1.	Gregorio C. Quinto, Jr., EdD	CID Chief – SDO Bulacan
2.	Jay Arr V. Sangoyo, PhD	DEPS, English – SDO Bulacan
3.	Anastacia N. Victorino, EdD	DEPS, Filipino – SDO Bulacan
4.	Rainelda M. Blanco, PhD	DEPS, LRMSD – SDO Bulacan
5.	Anita C. Sabino	Sta. Monica NHS
6.	Alfredo A. Correa	Loma De Gatos ES, Marilao North
7.	Mharikith E. Fababier	Bunsuran NHS
8.	Daniel John M. Camia	Prensa ES, Marilao North
9.	Glen Moore B. Adriano	Saog ES, Marilao South
10.	Emma C. Guitaba	FFHNAS
11.	Candelaria V. Cruz	M. Del Rosario MES, Pulilan
12.	Marilyn M. Juan	Parada NHS
13.	Eladio N. Tuppal	Caingin ES, San Rafael East
14.	Ma. Luisa G. Reyes	Alexis G. Santos NHS
15.	Raymond S. Villafane	Prensa NHS
16.	Norberto U. Velasco, Jr.	Loma De Gato ES, Marilao North
17.	Angelo B. Dating	Loma De Gato ES, Marilao North
18.	Mariane Desiree S. Capala	Loma De Gato ES, Marilao North



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