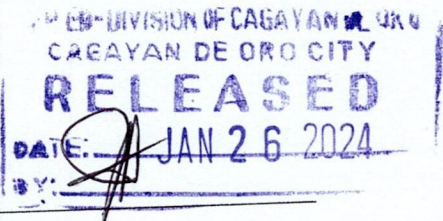




Republic of the Philippines
Department of Education
CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

26 January 2024

DIVISION MEMORANDUM

No. 53 s.2024

REGIONAL SCHOOL PAPER CONTEST GUIDELINES

To : Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
Education Program Supervisors
Public and Private Elementary and Secondary Principals/School Heads
Public and Private School Paper Advisers and Coaches
This Division

1. Relative to the Regional Memorandum No. 15, s. 2024 re Regional School Paper Contest, this Office directs the school paper advisers of the Top10 winners of the school paper contest per section per category both Elementary and Secondary in the Division Schools Press Conference to submit their school paper through the Google Drive: <http://tinyurl.com/REG-SCHOOL-PAPER-CONTEST> in Portable Digital Format (PDF).
2. All entries must be properly organized in a folder and labeled (eg. SchoolPaper-News-Eng-Elem). Each entry must submit the whole school paper for each section (for the News section, submit the whole paper, not the News section only).
3. Attached is the Regional Memorandum No. 15, s.2024 for the other important instructions, technical specifications, and timelines which shall be strictly followed accordingly.
4. The deadline for the submission to Google Drive is February 2, 2024.
5. In adherence to the Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity
6. For immediate dissemination, guidance, and compliance.


ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048
Email: cagayandeoro.city@deped.gov.ph

Encl.: Regional Memorandum No.15, s.2024
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

2024 REGIONAL SCHOOL PAPER CONTEST GUIDELINES

CTD/PWT
January 26, 2024

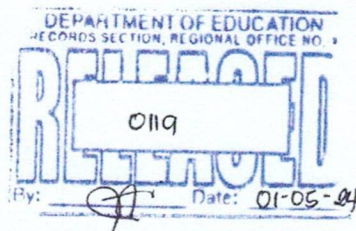
Competence
Diligence
Outstanding Integrity



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Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO



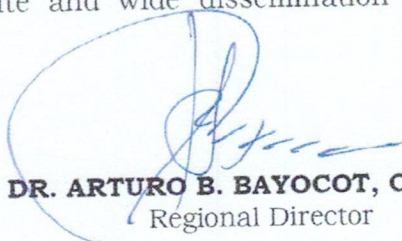
January 3, 2024

REGIONAL MEMORANDUM
No. 015, s.2024

REGIONAL SCHOOL PAPER CONTEST

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

- To prepare for the 2024 National Schools Press Conference (NSPC), this Office, through the Curriculum and Learning Management Division (CLMD), will be conducting a School Paper Contest (English and Filipino, elementary and secondary, in Portable Document Format) with the following sections:
 - News Section
 - Features Section
 - Editorial Section
 - Science and Technology Section
 - Sports Section
 - Layout and Page Design
- The deadline of submission for the divisions' entries is February 2.
- Please see the attachments for the contest details.
- This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL PAPER CONTEST 2024 RSPC

CLMD/mand



DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
(088) 856-3932 | (088) 881-3137 | (088) 881-3031
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REGIONAL SCHOOL PAPER CONTEST

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

1. The School Paper Contest is open to Elementary and Secondary schools whose school papers belong to the top 10 per section per category in the division.
2. The top 10 highest pointers both in English and Filipino shall be declared as the best school papers; however, the points of their ranking shall not be added to determine the best performing divisions that shall be recognized in the awarding ceremony during the conduct of the RSPC.
3. For any school paper found to have copied and published texts, images, and other materials without duly acknowledging their sources, the following sanctions shall be applied:

First Offense: Disqualification from the contest.

Second Offense: A formal notification shall be sent to the Schools Division Superintendent (SDS). The SDS shall issue a written reprimand to the school paper adviser/s and the school principal. The concerned school paper adviser shall undergo a refresher course on plagiarism to be organized by the division. Accordingly, the school head shall implement plans and programs on intensifying academic honesty and integrity.

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

4. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
5. For the 2024 RSPC, each Schools Division Office (SDO) shall submit 10 best entries per category in PDF through email at armando.agustin@deped.gov.ph. **ONLY the SDO shall submit the school paper entries.**

The following, properly organized in a folder and labeled (e.g., Buk-News-Eng-Elem), shall be submitted:

- a. Certificate of Circulation signed by the Schools Division Superintendent.
- b. Certificate of Endorsement signed by the Schools Division Superintendent certifying all the required documents were submitted to, checked, and reviewed by the SDO prior to submission to the Regional Office (RO).

- c. Report of the process observed in ensuring plagiarized-free articles.
- d. Results of the evaluation of the school paper per category and medium duly signed by the judges during the Division Schools Press Conference (DSPC)

The Regional Technical Working Group (RTWG) reserves the right to disqualify entries with no Certificate of Endorsement from the Schools Division Superintendent.

6. The different SECTIONS/CATEGORIES in the school paper contest both English and Filipino are as follows:
 1. News Section / Pahinang Balita
 2. Editorial Section / Pahinang Editoryal
 3. Features Section / Pahinang Lathalain
 4. Sports Section / Pahinang Pampalakasan
 5. Science & Technology Section / Pahinang Agham at Teknolohiya
 6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina
7. 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 2
Science & Technology Section - at least 2
 2. Process: Digital
 3. Color: All pages in full color
 4. Size: 9"x12" (Elementary)
12"x18" (Secondary)
8. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.

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

A. Editorial Section

1. The section should have at least two pages and should include the following: main editorial, editorial cartoon, columns, letters to the editor, and commentaries. Opinion polls or surveys may be included, but are not required.
2. The treatment of the issues must demonstrate fair and balanced presentation of both sides of the issue tackled, clear moral purpose, logical reasoning, and proper citations/attribution of sources.
3. Topics found 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 Board of Judges is final and irrevocable.

B. News Section

1. The section shall consist of at least three pages.
2. The content and scope of the news stories shall cover 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, and in-depth news/investigative news.
4. The decision of the Board of Judges is final and irrevocable.

C. Feature Section

1. The section should have at least three pages.
2. The feature articles should display a unique and creative presentation of topics, logical organization of ideas and facts, writers' facility of the language, and proper citations/attribution of sources.
3. The decision of the Board of Judges is final and irrevocable.

D. Sports Section

1. The section shall consist of at least two pages.
2. The content and scope of the sports articles shall include coverage 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, features and editorial/column concerning or pertaining to sports.
4. The decision of the Board of Judges is final and irrevocable.

E. Science and Technology Section

1. The Science and Technology Section should have at least two pages.
2. The content may include health, 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.
3. The articles should be well-researched and should observe proper citation of sources, pictures, and graphics.
 4. The decision of the Board of Judges is final and irrevocable.

F. Layout and Page Design Category

1. This category shall conform to the principles of layout and design.
2. The content (texts and images) should consider a range of stories about the community and the school, including those of international, national, and local significance.
3. The decision of the Board of Judges is final and irrevocable.

SCORE SHEET FOR THE NEWS SECTION

Form and Style (40%)	Score
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	
Uses appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE FEATURES SECTION

Form and Style (40%)	Score
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate title	
Observes the rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important detail	
Presents titles 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	
Content (60%)	
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and creative thinking	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant issues in school, region, national and even in the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/ Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE EDITORIAL SECTION

Form and Style (40%)	Score
Has catchy and appropriate titles	
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 titles	
Uses short and simple words	
Presents a distinct style of the section	
Content (60%)	
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 conveys clean, good, 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 school, region, 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	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/ Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION

Forms and Style (40%)	
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	
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 to report events	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
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	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR THE SPORTS SECTION

Form and Style (40%)	Score
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 proper amount of statistics to create a clear visual narrative of the actions	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant sports issues in school, region, 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	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
Total (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)

SCORE SHEET FOR LAYOUT AND PAGE DESIGN CATEGORY

Form and Style (70%)	Score
Has overall visual appeal	
Manifests thematic unity in all sections of the school paper	
Utilizes relevant and quality images and graphics	
Displays excellent use of color and font	
Content (30%)	
Considers a range of stories about the community and the school, including those of international, national, and local significance	
Observes standards of journalism (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)

TIMELINE FOR SCHOOL PAPER CONTEST

Date	Activity
February 2,2024	Submission of the Top 10 Division Entries
February 5-16,2024	Judging of the Top 10 Division Entries
February 19-28,2024	Revision/Enhancement of the Top 10 Regional Entries
February 29,2024	Submission of the Revised/Enhanced School Paper Entries to Regional Office (RO)
March 8,2024	Submission of the Regional Entries to Central Office (CO)