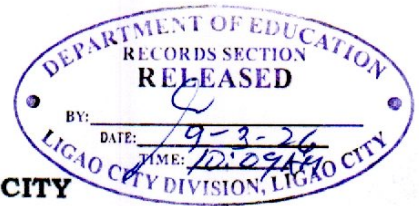


Republic of the Philippines
Department of Education

Region V - Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY
Binatagan, Ligao City



Office of the Schools Division Superintendent

September 3, 2026

DIVISION MEMORANDUM

No. 0434, 2026

90326478

**ADVISORY TO DIVISION MEMORANDUM NO. 1406, S. 2026
(2026 Division Schools Press Conference)**

To: Assistant Schools Division Superintendents
Chief Education Supervisor (CID & SGOD)
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. This is to inform the field on the conduct of the 2026 Division Schools Press Conference (DSPC) slated on September 10-11, 2026 at Deogracias P. Princesa Memorial High School, Ranao-Ranao, Ligao City.
2. All participating schools in the DSPC must have school paper publications in printed format (A4 size).
3. The schedule of activities, working committees, pre-registrations forms, instructions in the preparation and submission of specific entries, guidelines in the selection of winners in the individual and group categories, and the criteria for the selection of outstanding school paper advisers and campus journalists are found on the attached enclosures.
4. All other provisions stated in Division Memorandum No. 1406, s. 2026 shall remain in effect.
5. Immediate and wide dissemination of this Memorandum is desired.

NYMPHA D. GUEMO
Schools Division Superintendent

Encl.: As stated

Reference: RA 7079

To be indicated in the Perpetual Index under the following subjects:

PRESS CONFERENCES
CONTESTS

CAMPUS JOURNALISM
LEARNERS

COACHES



Binatagan, Ligao City



(052) 201-2672



ligao.city@deped.gov.ph

Enclosure No. I to Division Memorandum No. 434 s. 2026

PROGRAM OF ACTIVITIES

Day 1- September 10, 2026 (Thursday)		
TIME	ACTIVITY	
	(Individual Event)	(Group Event)
7:00 -8:30 AM	ARRIVAL	
8:30- 9:00 AM	OPENING PROGRAM	
9:00- 9:15 AM	HEALTH BREAK	
9:15- 9:30 AM	PROCEED TO ROOM ASSIGNMENTS	
9:30- 10:30 AM	Lecture on: <i>Mobile Journalism (Secondary only)</i> <i>News Writing</i> <i>Editorial Writing</i> <i>Column Writing</i> <i>Feature Writing</i> <i>Science & Technology Writing</i> <i>Copy Editing</i> <i>Photojournalism</i> <i>Editorial Cartooning</i> <i>Sports Writing</i>	Orientation on <u>Radio Broadcasting</u>
10:30-11:30 AM	<i>Writing Competition/</i> <i>Photo Shoot/ Lay Outing and</i> <i>Captioning/</i> <i>Sports Exhibition</i>	
10:30 - 1:30 pm	<i>Pre - Phase – Mobile Journalism</i>	
1:30 – 3:30 pm	<i>Post Phase – Mobile Journalism</i>	
3:30 – 5:00 pm	<i>Judging</i>	
10:30-1:00 PM	Sending of Outputs to Judges/Judging	RB Scriptwriting & Rehearsal
1:15 - 5:00 PM		RB Simulation & Judging

Day 2 (Friday) September 11, 2026		
7:30 – 8:45 am		Orientation on Collaborative and Desktop Publishing
8:45 – 9:45 am		Mini Press Con
9:45 – 11:30 am	DASSPA/DAESPA & DASCW/DAECW Election of Officers	
9:45 – 1:45 am		Data Gathering/ Writing Competition for <u>Collaborative & Desktop Publishing</u> (English & Filipino, Secondary Only) Data Gathering/ Writing Competition for <u>Online Publishing Team</u> (English & Filipino, Secondary Only) Printing/ Uploading
1:45 – 2:30 pm		Judging/ Consolidating of Results
3:00 – 5:00 pm	Awarding Ceremonies and Closing Program	
C L E Y G O		
<i>Note: The schedule for the conduct of the different events is subject to adjustment as the need arises.</i>		

Executive Committee:

NYMPHA D. GUEMO
Schools Division Superintendent

MELCHIZEDEK C. TONGCO
Assistant Schools Division Superintendent

TITA V. AGIR
CID Chief

ERNIE M. BARANQUEL
SGOD Chief

Working Committee

LEOPOLDO C. BRIZUELA, JR.
Division Campus Journalism Coordinator

MARIA GRECIA M. RENOLAYAN
Division Campus Journalism Co-Coordinator

Division Association of Elementary School Paper Advisers (DAESPA) Officers
Division Association of Secondary School Paper Advisers (DASPA) Officers

COMMITTEE	NAME	STATION
Consolidation of Results	Jojim B. Cordova Grace Saret Leo C. Brizuela, Jr. Maria Grecia M. Renolayan	SDO - CID
Program & Invitation	Vince Perelonia Christian M. Cereza	LNHS VCA, Inc.
Registration, Contest Papers, Attendance Sheets, & Secretariat	Alona Perdigones Cristina Delfino	Maonon NHS Amtic ES
Collecting Officer (Membership Fee)	Raymond Rosales Annaly Bagtas	Bacong NHS Basag ES
Venue /Room Assignment/ Labels	DPPMHS SPA	DPPMHS
Sounds, Technical & PPT	Romeo Joseph Quipid Ajay Broma	LECS LCNTHS
Awarding of Medals, Certificates, and Trophies	Dianna Rose F. Torres Lizette Baguindo Vince Perelonia Christian M. Cereza	LNHS BRSHS LNHS VCA, Inc.
Checking of Gadgets for MoJo, & Sending of Scanned Outputs thru Google Drive to Judges	Mark IG Villa Clemente Cipriano	Culliat ES ALS
EVENT	LECTURER	PROCTOR
News Writing	Bryan E. Novio	Charleen Mae Senora (VCA, Inc.) Edgardo Jimenez (Barayong NHS)
Feature Writing	Lizette C. Baguindo	Gemmaly Ramos (Paulba NHS) Maryrose Juarez (LWCES-B)

Editorial Writing	Rosemarie M. Nocado	Krizzia Marie Viola (VCA, Inc.) Raymond Rosales (Bacong NHS)
Column Writing	Ruby Imperial	Kaye Ann Ros (IDS, Inc.) Rona Elaurza (Catburawan ES)
Sports Writing & Sports Exhibition	Vince Perelonia	Sulpicio Bongao (Binanowan ES) Jordan Genoso (Paulba NHS)
Science and Technology Writing	Erlynn D. Moises	Samuel M. Payonga (LNHS) Mary Jane Olivares (Barayong NHS)
Editorial Cartooning	Al Xavier L. Galicia	Joanne O. Prias (LNHS) Melanie Tuason (Palapas NHS)
Photojournalism	Jeric C. Dino	Ruby Jane C. Payonga (DPPMHS) Allyza Mae Cabatuan (Oma-Oma ES)
Copyreading and Headline Writing	Christian Cereza	Karen Alcantara (Malama ES) Jerusalem L. Payonga (Amtic NHS)
Mobile Journalism	Resource Speaker	Cristina Delfino ITs: Mark IG Villa Clemente Cipriano
Radio Broadcasting	Resource Speaker	Darel Bitanga (Cabarian NHS) Joeann D. Rambonga (LWCES-P)
Collaborative Desktop Publishing	Resource Speaker	Aurea Christine Olivares (Oma-oma ES) Imelda Noble (LECS)
Online Publishing	Resource Speaker	Virgilio Payno (Busay ES) Xera Mila Embido (LECS)
Master of Ceremonies		Jovel Culaway (Paulba NHS) Kristina Bonde (Batang ES)

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

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.

Learners from public and private elementary and secondary schools in Region V with published school papers (print, digital/electronic publication), either in English or Filipino for School Year 2026-2027, can participate.

The **TOP 5 winners** in the district level are allowed to participate, while the **Top Three winners** in the division level are allowed to compete in their respective contest categories in the regional level. They shall wear their school uniform and school ID during the competition in the individual events except for Mobile Journalism.

The following guidelines will be strictly implemented:

A. General:

1. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor.
2. School paper advisers, teachers, principals, parents, or guardians who will be found in the contest venue will be grounds for disqualification of their contestants.
3. The top five (5) winners per medium shall be recognized and their points will be included in the computation of the overall scores (combined scores of Individual and Group Contests).
4. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
5. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.

B. Specific:

1. News Writing, Feature Writing, Editorial Writing, Science and Technology Writing, and Column Writing

- a. Fact sheets, mini press conferences, or other sources of information shall be given to the contestants as bases for writing the article.

2. Sports Writing

- a. The DTWG shall orient and provide instructions to the contestants before the contest proper.
- b. A pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials.
- c. An actual game shall be covered by the contestants.
- d. A post-game conference shall be held to interview officials and athletes after the game.
- e. The contestants shall proceed to the designated contest room for the writing of the sports article.

3. Copy Editing and Headline Writing

- The contestants shall be provided with an article for copyediting and headline writing.
- The contestants **shall bring their pencils** for the contest.
- The contestants shall follow the directions given in the contest piece.

4. Editorial Cartooning

- The contestants shall bring their own **pencil No. 2** while the DTWG shall provide Oslo papers for the contest.
- The cartoon must be anchored on the given news article.
- The cartoon should comply with the media's professional and ethical standards.

5. Photojournalism

a. Preparation

- Contestants should be at the contest venue **thirty (30) minutes before the orientation** on the Guidelines and Rubrics.
- To ensure fairness, accessibility, and focus on journalistic skills, only entry-level, consumer-grade cameras are allowed. Use of high end, professional, semi-professional, and non-compliant cameras is prohibited and shall result in disqualification. Contestants may use any of the following cameras:

ALLOWED CAMERAS	ALLOWED SPECIFICATIONS	NOT ALLOWED
Point-and-Shoot Digital Camera (Entry-level/ Consumer Levels only)	- Fixed lens only (noninterchangeable) - Sensor size: 1/ 2.3" to 1/1.7" - Resolution: 10-20 megapixels - Optical zoom: up to 10X Maximum aperture: f/ 2.8 or smaller	- Premium compact cameras with 1 inch sensors or 1 larger - Cameras marketed as professional or enthusiast-grade
DSLR camera (Entry-level only)	- Sensor type: Advanced Photo System type-C (APS-C) only - Maximum resolution: up to 24 megapixels - Lens: Kit lens only (e.g., 18-55mm or equivalent) - Maximum aperture: f/3.5-5.6 - No weather sealing Basic autofocus system only	- Full-frame DSLR cameras - Professional or semiprofessional - DSLR bodies - Prime lenses or telephoto lenses beyond kit range - Constant wide aperture lenses (f/ 2.8 or wider)

Mirrorless camera (Entry-level only)	• Sensor type: APS-C only • Maximum resolution: up to 24 megapixels • Lens: Kit lens only (16-50mm, 18-55mm, or equivalent) • Maximum aperture: f/3.5-5.6 • No in-body image stabilization (IBIS) • No weather sealing • Basic autofocus only	• Full-frame or professional mirrorless • Non-kit lenses • Advanced video/hybrid bodies
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- 3) Each contestant shall bring only one (1) camera and two (2) empty SD cards (one SD card reserved for backup).
- 4) Mobile phones, extra digital cameras, external lenses, accessories, AI-based image enhancement tools, or any additional materials or equipment are NOT ALLOWED in the contest area. However, a tripod is allowed.
- 5) On the day of the contest, cameras shall have their emptied memory and SD cards, which shall be checked by the examiners before the contest proper.
- 6) The contestants shall set the date and time on their cameras prior to taking the control shot.
- 7) They shall take photos only within the designated contest area. Taking photos outside the contest venue shall result in disqualification.
- 8) They shall bring their own pen, while the DTWG shall provide bond paper for note taking.

b. Photo Shoot, Selection, Uploading, and Captioning

- 1) The contest officially begins immediately after the control shot (first shot) is taken.
- 2) The official **shooting period is strictly one (1) hour**. Any photo taken beyond this period will be disqualified.
- 3) The contestants are strictly prohibited from staging any part of their photographs. Any photo that is staged, directed, or artificially arranged shall be disqualified.
- 4) They may take unlimited shots but must submit the control shot and five (5) selected photos with captions related to the given theme. Entries that have been edited or manipulated, including, but not limited to, retouching, cropping, stitching, or adding/ removing objects that alter the content, shall not be accepted.
- 5) They shall write the file name of each photo on the caption sheet provided by the DTWG.
- 6) They shall be given **thirty (30) minutes to provide individual captions** for the five (5) submitted photo entries.
7. Division modifications: Each journalist should have their own laptop to be used in lay outing of 5 selected photos. Captions should be done in a separate word file. Two files should be submitted to the DTWG per photojournalist. (Ex. **EPJFil001_photos** & **EPJFil001_captions**)

Means: **Elementary Photojournalist in Filipino 001 photo entry**
Elementary Photojournalist in Filipino 001 captions

GUIDELINES FOR THE MOBILE JOURNALISM CONTEST

A. General Mechanics

1. **Eligibility and Categories.** Mobile Journalism is open to learner-participants at the secondary level in two categories: English and Filipino.
2. **Authenticity of Entries.** Entries must document actual events, situations, and experiences and shall not contain staged, scripted, directed, or reenacted scenes. Each video entry must feature actual interviews with real individuals who are directly affected by or have firsthand knowledge of the topic being covered.
3. **Contest Prompt and Interviews.** Each learner-participant shall be provided with one (1) specific contest prompt. Based on the given prompt, learners shall conduct appropriate research and formulate clear, relevant, and direct questions to guide their interviews and gathering of information.
4. **Official Contest Device.** Only Android mobile phones shall be allowed for use in the contest.
5. **Inspection and Sealing of Devices.** All mobile phones intended for use during the contest shall be presented to and inspected by the Regional Technical Working Group (DTWG) prior to the contest proper. After verification, the devices shall be sealed and collected by the DTWG and shall serve as the official devices to be used by the learner-participants during the contest.
6. **Prohibition of School Identifiers.** Learner-participants who appear on camera must not wear school uniforms, identification cards, school logos, or any other accessories or items that may directly identify their school or division. This is intended to ensure fairness, objectivity, and anonymity in the evaluation of entries.

B. Checking and Sealing of Devices

1. **Arrival and Device Inspection.** All learner-participants shall submit their gadgets on **September 9, 2026 at 2:00 pm** for the inspection, checking, and sealing of their official mobile devices and other allowable equipment.
2. **One Official Mobile Phone Only.** Each learner-participant shall bring ONLY ONE (1) Android mobile phone for use during the contest. The use or possession of any additional mobile phone during the contest proper shall be a ground for disqualification.
3. **Mobile Phone Configuration.** The official mobile phone shall have no SIM card installed for the entire duration of the contest. The account synchronization feature must be turned off. The device shall be configured using the following specifications:
Video Orientation: Vertical (9:16) o Minimum Resolution: 1080 x 1920 pixels
4. **Required Applications and Content Restrictions.** The mobile phone shall have the latest free, **offline-capable version of CapCut** and the Gmail application installed. The use of paid or premium features of CapCut or any other application shall not be allowed during the contest proper. The following are likewise strictly prohibited:
CapCut templates, pre-made layouts, or similar automated editing features;
Footage from external sources, including stock videos, previously recorded clips, downloaded materials, or any third-party content; and

Any other content that was prepared or created prior to the start of the contest.

5. **Memory Card and External Storage.** A memory card may be installed and used in the official mobile phone, provided that it is completely clean and free from any stored documents, files, photos, videos, or other materials prior to the contest. The use of external drives, USB devices, or other external storage media shall not be allowed during the contest proper.
6. **Official Email Account for Submission.** The Division Technical Working Group (DTWG) shall provide each learner-participant with a separate official email account and corresponding password for the online submission of entries. The designated email account shall be logged in by the DTWG during the device checking and sealing process.
7. **Surrender of Other Equipment and Materials.** All other equipment and materials that are permitted for use during the contest proper shall be presented to and surrendered to the DTWG during the device inspection and sealing process. Once the contest proper begins, no additional equipment, materials, storage devices, or other contest-related resources shall be brought into or used at the contest venue.

CONTEST PROPER

A. PRE-PRODUCTION AND PRODUCTION PHASE

1. Pre-Production and Production Period. The pre-production and production phases shall be allotted a total of **three (3) hours**, which shall cover research, outlining, storyboard and script development, interviewing, and video shooting. Learner-participants shall complete all required preproduction and production activities within the prescribed contest period.

2. Research and Data Gathering. The DTWG shall provide a thirty-minute (30- minute) Wi-Fi connection exclusively for research and data gathering using Google applications. Learner-participants may access online sources during this period; however, downloading, saving, or storing any material from the internet is strictly prohibited. Violation of this provision may be a ground for disqualification.

3. Fieldwork and Designated Location. After the research period, Learner-participants shall proceed to the designated fieldwork location for interviews and video shooting. Fieldwork shall be limited to one (1) hour and thirty (30) minutes. All interviews and video footage must be gathered within the prescribed location. Conducting fieldwork, interviewing, or shooting outside the designated area shall be a ground for disqualification.

4. Prohibition on Internet Access During Fieldwork. The use of the internet, mobile data, Wi-Fi, or any other form of online connectivity shall be strictly prohibited during the fieldwork period. Learner-participants are likewise prohibited from bringing or using pocket Wi-Fi, mobile hotspots, or similar internet-enabled devices during fieldwork.

5. Allowable Equipment. Learner-participants may use the following

equipment during the shooting period, provided that these have been inspected and cleared by the RTWG during the device-checking and sealing process:

- External audio devices, such as wired earphones, wired microphones, or wireless microphones, to ensure clear and quality audio recording; and Tripods, monopods, or portable lights to stabilize shots and improve the quality and visibility of video footage.

6.Video Shooting Requirements. In capturing video footage, learner-participants shall observe the following:

- Maximize the use of natural lighting and ensure that all footage is sufficiently illuminated, clear, and visually understandable. Learner-participants shall avoid producing dark, excessively shadowed, or poorly lit visuals.
- All footage must be captured during the official contest period using the assigned mobile phone. Learner-participants must not insert, import, download, or otherwise use footage from external sources, including stock videos, previously recorded clips, downloaded materials, or third-party content.

7. Prohibition on AI-Generated Materials. The use of AI-generated or AI assisted materials in any part of the entry is **strictly prohibited**. This includes, but is not limited to, AI-generated or AI-cloned video, images, voice or narration, music, sound effects, graphics, animations, scripts, or other digital content. All content included in the final entry must be originally created and produced by the learner-participant during the official contest period.

B. POST-PRODUCTION PHASE

- 1. Post-Production Period.** The post-production phase shall run for **two (2)** hours and shall cover video editing, additional shooting, voiceover recording, if necessary, and final rendering of the video. Any additional shooting or voiceover recording shall be conducted only within the contest room assigned by the DTWG. No internet connection or online access shall be provided or permitted during this phase.
- 2. Video Duration.** The final video entry shall have a total running time of exactly ninety (90) seconds or one (1) minute and 30 seconds. Entries exceeding or falling short of the prescribed duration shall incur a deduction of one (1) point for every five (5) seconds, or fraction thereof, outside the prescribed time limit.
- 3. File Naming Convention.** The final video shall be saved and renamed using the following format:
Code Medium Title
Example: **MJ1_English_TheChronicles**

- 4. End of Post-Production Period.** The proctor shall officially announce the end of the post-production phase. Upon the announcement, all learner-participants shall immediately finalize and submit their entries to the DTWG within the prescribed submission period. Time deductions shall apply only to entries submitted beyond the prescribed post-production time.
- 5. Submission of Entries.** Final video entries shall be submitted through either of the following official channels:
- The official email account provided by the DTWG;
 - Or Direct submission to the designated DTWG using an USB On-The-Go (OTG) device or wired connector, as may be prescribed by the DTWG.
- 6. Email Submission Requirements.** For entries submitted through email, the title of the video entry shall be used as the email subject. The body of the email shall contain a two- to three-sentence description of the video, which shall serve as the proposed social media caption.
- 7. Late Submission.** The DTWG reserves the right to refuse or disqualify entries submitted beyond the prescribed post-production and submission period. Learner-participants are therefore expected to ensure that their final entries are submitted within the allotted time.

GUIDELINES FOR RADIO SCRIPTWRITING AND BROADCASTING CONTEST

A. General Guidelines

1. Each division shall organize a team of **seven (7) members** for English and Filipino in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear white shirts without any form of identification of their division or school.
3. Orientation shall be conducted for all the contestants. Any representative from each group will draw lots to determine the order of the presentation.
4. The awards are the following:

Individual Awards

1. Best Anchor
2. Best News Presenter
3. Best Technical Director

Group Awards

1. Best Infomercial
2. Best Script
3. Best Radio Production

5. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
6. Any violation of the stipulated guidelines will be grounds for disqualification of the team.
7. The decision of the Judge is final and irrevocable.

B. Scriptwriting

1. Each team may use up to **four (4) official laptops** that are cleared of stored documents; a blank USB flash drive with a maximum of 32 GB; and an inkjet printer in preparing and printing the script.
2. The team will be given one and a half (1 h) hours to prepare a script for a five-minute radio broadcast that includes one (1) infomercial and four (4) news articles.

The infomercial may depict health, environment, politics, and social issues. It shall have a maximum length of one (1) minute and shall use the language that the group is competing in.

The news articles may be based on press releases, raw data, or any other source given by the examiner/s.

Another 30 minutes will be allotted for the printing of the output. After two hours, each team should submit two copies of the script. One copy will be submitted to the judge and one copy will be submitted to the facilitator. The team may print extra copies for their use.

3. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the facilitator shall accompany them to the restrooms.

4. The script should not bear any information that may identify the school or division, but it should include the names of the members of the team with their respective roles (i.e., anchor, news presenter, etc.).

Scripts should be:

- encoded using Arial font size 12; o with directorial instructions in capital letters; o double-spaced with normal margin (1 inch on all sides); and o printed in A4-sized bond paper (8.27x11.69 inches).

C. Broadcast Simulation

1. A broadcast room for the presentation shall be identified in the contest venue. Only the contestants, the judge, and facilitators shall be allowed inside.
2. The organizers/ host division shall commission an independent sound system provider to ensure quality audio output. The technical operator shall only set the sound system before the simulation. A jack/ auxiliary cord/ adapter will be provided for the laptops and other sources of sound effects.
3. Except for the volume meter, contestants/ technical directors shall not be allowed to change, adjust, or manipulate the main control board during their presentation.
4. Mobile phones and reference materials shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to broadcast again.
6. Loudspeakers may be set up outside the broadcast room.
7. Each team shall be given nine (9) minutes: three (3) minutes for preparation, five (5) minutes for the actual broadcast, and one (1) minute for the exit. Provided running time shall be applied.
8. The organizers shall provide a clock or a timer that can be seen by the contestants and the judge. There will be an official timekeeper.
9. The team leader will give this cue if they are about to start: **"Sir ...we are now ready!"**
10. The team who complied with the five-minute production shall be given a perfect score (5 points). In case of overtime or undertime, the following scheme of deductions shall be followed:

Undertime/ Overtime

- | | |
|-------------------------|------------|
| 1 second — 3 seconds | — 1 point |
| 4 seconds — 20 seconds | — 2 points |
| 21 seconds — 40 seconds | — 3 points |
| 41 seconds — 60 seconds | — 4 points |
| 61 seconds and above | — 5 points |
11. The under time or overtime shall be deducted from the final average score.

GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each division shall organize a team of seven (7) members for English and Filipino both in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. Contestants shall wear white shirts without any form of identification of their division or school.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures of the mini press conference and sports event.
6. For the actual sports event, 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 interviews and data gathering.
7. The team will be given five hours for writing, layouting, editing of articles, and printing. Coverage and data gathering during the mini press conference, pre-game, actual game, and post-conference shall be excluded from the 5-hour time allotment.
8. Each team is allowed to bring only the following:

*two (2) digital/ DSLR cameras; one (1) inkjet printer with scanner;
one (1) card reader; one (1) blank flash drive;
extension wires;
maximum of four (4) laptops installed with either PAGEMAKER or IN
DESIGN and Photoshop (for the secondary level) and Microsoft Publisher or
Scribus and Photoshop (for the elementary level) for the layout of the
group's final output; and
A4 size bond paper.*

9. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.
10. The team may also bring one (1) voice recorder, and one (1) drawing pads, pen tabs, and other digital art device provided that the device does not have memory nor a processor. Standalone tablets with built-in storage are not allowed.
11. The output of the contest is an A4-size four-page full-colored publication. The output should also be stored in a flash drive.
12. Each team will be required to convert their output into PDF, print in A4 size bond paper, and submit 3 copies of the output to the facilitator. The soft copy of the output, saved in a flash drive, should also be submitted to the facilitator. The collaborative publishing team should ensure that no identifying marks about their school or division can be found on their output as it would be grounds for disqualification.
13. The top five (5) teams shall be recognized, and their points will be included in the determination of the overall scores.
14. The decision of the Board of Judges is final and irrevocable.

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each division shall organize a team of five (5) members for English and five (5) members for Filipino at the secondary level who shall not be competing in any of the individual writing categories.
2. Contestants may wear their school uniforms or plain white t-shirts.
3. All contestants are required to attend the one-hour orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the sports). The photojournalists shall take pictures or videos of the mini press conference and sports event.
6. For the actual sports event, 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 interviews and data gathering.
7. The team will be given five hours for writing, layout, and editing articles online after the creation of an online publication using the official platform **WORDPRESS (free version)**. Coverage/ Data gathering through a mini press conference, the pre-game, actual game, and post-conference shall be excluded from the five-hour time allotment.
8. Specific instructions on the number of articles to be produced will be given during the orientation.
9. Each team will be required to bring only the following:
 - one (1) flatbed scanner/ 3-1 printer (mobile/ phone scanner is NOT allowed);
 - maximum of two digital/ DSLR cameras
 - maximum of four (4) laptops installed with Photoshop for image enhancement;
 - maximum of two (2) pocket WiFi (preferably with two different networks) or one (1) wireless router; and extension cord.
10. The use of drawing pads, pen tabs, and other digital accessories is allowed in editorial cartooning, provided that the device does not have memory nor a processor.
11. Each group shall email their URL to the assigned facilitator.
12. The top five (5) 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 is final and irrevocable.

GENERAL GUIDELINES FOR SCHOOL PAPER CONTESTS
(for RSPC/NSPC Entry)

(In Portable Digital Format)

1. The School Paper Contest is open to elementary and secondary schools in the 13 divisions.
2. The Top 10 highest pointers both in English and Filipino shall be awarded and the top performing divisions in school paper production will also be given recognition; but the points of their ranking shall not be added to determine the best-performing divisions that shall be recognized in the awarding ceremony at the last day of conduct of the 2026 RSPC.
3. For any school paper found to have copied and published texts, images, and other materials on any page of the paper 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 SDS, who shall inform the concerned school head. 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 organized by the SDO. Accordingly, the school head shall implement plans and programs to intensify academic honesty and integrity.

Third Offense: Disqualification from the School Paper Contest for three (3) consecutive years

1. 4.The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable. For 2026 RSPC, each division shall submit their entries in PDF through this link to be provided in a separate issuance.
2. No school is allowed to submit their school paper entries directly to the Regional Office. Submission should be channeled through the division coordinators or designated school paper advisers who will submit the entries through the link.
3. 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 and Techn010U Section / Pahinang Agham at Teknolohiya
 6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina
4. 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 three (3)

Sports Section — at least two (2)
Feature Section — at least three (3)
Editorial Section — at least two (2)
Science and Technology Section — at least two (2)

Process: Digital

Color: All pages in full color

Size: 9"x12" (Elementary)
12"x18" (Secondary)

5. In the folio of the school paper, the following sections of the school paper should be indicated: News Section, Editorial Section, Features Section, Science and Technology Section, and Sports Section.
6. The Editorial Box should include the following information: school, division, region, name of school head/ principal, name of school paper adviser, and members of the editorial board.
7. There should only be ONE school paper adviser for every school paper; but the school may have a section adviser for each of the following sections: News Section, Editorial Section, Features Section Science and Technology Section, and Sports Section.
8. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.

Note: Please **READ** the complete **GUIDELINES AND CRITERIA FOR SCHOOL PAPER CONTEST** in the regional Memorandum (**RM_01141-s_2026-School-Year-2026 2027-Regional-Schools-Press-Conference**)

SEARCH FOR THE OUTSTANDING CAMPUS JOURNALISTS (Elementary and Secondary)

General Guidelines:

1. Every division shall endorse one campus journalist in the elementary level, and one campus journalist in the secondary level.
2. Photocopied documents of the candidate shall be duly certified by the Division Supervisor in-charge of campus journalism.
3. The most recent copy of the school paper produced by the school in the current school year of which the candidate is a member of the Editorial Board must be attached, along with the other documents to be submitted.
4. The candidate must be a bonafide student in the elementary/ secondary school in Region V, whether public or private.

Specific Criteria:

A. Academic Standing

1. The academic standing in class covers the current grading period.
2. Submit a Certification duly signed by the class adviser and school principal attesting to the rank in Class of the candidate

B. Achievements in Journalism

1. Individual and/or Group Contests

- a. The contest/ s should be duly recognized/ accredited by the Department of Education, done either in-person or online. Activities and competitions conducted by private individuals and organizations without authority or accreditation from DepEd will not be given points.
- b. Include Memorandum and certificates of winning from the national, regional and division levels for the past five years.
- c. Achievement in journalism contests include those winnings as a **writer/journalist**.

2. Position in the School Publication

- a. Submit a copy of the most recent school paper which clearly indicates the position of the candidate in the Editorial Board (Editor In Chief, Associate Editor, Section Editor, Contributor).
- b. Attach a Certification signed by the school paper adviser and school principal.

3. Leadership Related to Journalism

- a. This refers to any position held (President, Vice-President, Secretary, Treasurer, other positions) in an authorized journalism organization for the past years up to the most recent).
- b. Submit appropriate Certification and other proofs of such position.

4. Community and Extension Services Related to Journalism

- a. This refers to any activity initiated, conducted or participated in by the candidate as a proponent, facilitator or speaker.
- c. This can also include articles written and submitted by the candidate to the local or national magazines or newspapers.

CRITERIA FOR THE SEARCH FOR OUTSTANDING CAMPUS JOURNALIST

A. **ACADEMIC STANDING in ALL LEARNING AREAS** (latest grading period)

Rank:	With Highest Honors	With High Honors	With honors
Points:	15	10	5
MOVs:			

SF 9 Report Card
Certificate of Recognition / Certification from the school principal

B. **ACHIEVEMENTS IN CAMPUS JOURNALISM**

Achievements in Campus Journalism Contests refer to the awards received by the nominee every year from Schools Press Conferences organized by the Department of Education.

1. **Individual Contests**

a. National Earned Points

Rank:	1st	2 nd	3rd	4th	5th
Points:	25	24	23	22	21

b. Regional

Rank:	1st	2nd	3rd	4th	5th
Points:	20	19	18	17	16

c. Division

Rank:	1st	2nd	3rd	4th	5th
Points:	15	14	13	12	11

2. **Group Contests**

a. National

Rank:	1st	2 nd	3rd	4th	5th
Points:	25	24	23	22	21

b. Regional

Rank:	1st	2nd	3rd	4th	5th
Points:	20	19	18	17	16

c. Division

Rank:	1st	2nd	3rd	4th	5th
Points:	15	14	13	12	11

Special Awards in Group Contests Earned Points

a. National

Rank:	1st	2nd	3rd	4th	5th
Points:	15	14	13	12	11

b. Regional

Rank:	1st	2nd	3rd
Points:	10	9	8

c. Division

Rank:	1st	2nd	3rd
Points:	7	6	5

MOVs:

- ✓ Certificate/s of Recognition
- ✓ Certification from the School Principal, Association President / Adviser Copy of the school paper
- ✓ Copy or the Project Proposal / Concept Paper and Accomplishment Report for innovations and advocacies
- ✓ Certificate of Accomplishment signed by the School Principal, Schools Division Superintendent, and Regional Director
- ✓ Copy of the official results (division, regional, and national levels) where the name of the applicant is indicated DepEd Memorandum

C. LEADERSHIP, INNOVATIONS, AND ADVOCACIES

Position of the Nominee in the School Publication

Earned Points

Editor-in-Chief	10
Associate Editor	8
Section Editor	5
Writer/ Contributor/ Others	3

Editors' Guild Leadership (Highest Elected position per level)

Position:	National	Regional	Division
President:	10	7	4
Vice President	9	6	3
Other positions	8	5	2

Innovations and Advocacies Related to Campus Journalism

Earned Points

Implementation:	National	Regional	Division
Points:	30	25	20

District
15

School
10

MOVs:

Copy of the Project. Proposal / Concept Paper and Accomplishment Report for innovations and advocacies, Certificate of Recognition / Accomplishment from the School Principal, Schools Division Superintendent, Regional Director, and DepEd Central Office Personnel

D. COMMUNITY AND EXTENSION SERVICES RELATED 'TO JOURNALISM

	(Earned Points)		
	National	Regional	Division
Committee Chairperson	10	8	6
Facilitator	8	6	4

E. PUBLISHED WORKS

	(Earned Points)		
	National	Regional	Division
Articles Written in National and Local Dailies, Editors Guild Newsletters, Palaro Newsletters and Documentaries	5	3	1

MOVs:

Copy of the publication
Certificate of Acknowledgement / Recognition from the editor

F. Journalism-related Trainings Attended (Only trainings recognized or organized by DepEd)	(Earned Points)			School
	National	Regional	Division	
	5	4	3	1

G. PANEL INTERVIEW with the SELECTION COMMITTEE (10 pts)

1. Understanding of Journalism Principles and Ethics
2. Leadership/ Mentorship Potential
3. Experience and Engagement in Campus Journalism
4. Commitment to Growth and Learning
5. Communication Skills

Each category will be scored as follows:

- 0 — 0.4 points: Insufficient answer or no response
- 0.5 — 0.9 points: Limited understanding or experience
- 1 point: Clear, thoughtful, and comprehensive response

CRITERIA FOR THE SEARCH

CRITERIA FOR THE SEARCH FOR OUTSTANDING SCHOOL PAPER ADVISER

A. PERFORMANCE RATING

1. Must have an average performance rating of not lower than Very Satisfactory (VS) for the past five (5) school years.

B. ACHIEVEMENTS IN JOURNALISM CONTESTS FOR THE PAST FIVE YEARS

*(NOTE: Achievements in Journalism Contests refer to the awards received by the nominee from Schools Press Conferences sanctioned by the Department of Education. The candidate shall earn the corresponding points of **all his/her winnings at all levels for the last 10 years**, in all instances.)*

1. INDIVIDUAL CONTESTS

	a. National	Weight	Earned points
1st	20	<u>8 %</u>	_____
2nd	19		
3rd	18		
4th	17		
5th	16		
6th	15		
7th	14		
b. Regional			
1st	12	<u>5 %</u>	_____
2nd	11		
3rd	10		
c. Division			
1st	7	<u>3 %</u>	_____
2nd	6		
3rd	5		

2. GROUP CONTESTS

	a. National	Weight	Earned points
1st	20	<u>8 %</u>	_____
2nd	19		
3rd	18		
4th	17		
5th	16		
6th	15		
7th	14		

	b. Regional		
1st	12	<u>5 %</u>	_____
2nd	11		
3rd	10		

	c. Division		
1st	7	<u>3 %</u>	_____
2nd	6		
3rd	5		

2.1 SPECIAL AWARDS IN GROUP CONTESTS

	a. National	Weight	Earned points
1st	15	<u>3 %</u>	_____
2nd	14		
3rd	13		
4th	12		
5th	11		
6th	10		
7th	9		
	b. Regional		
1st	7	<u>2 %</u>	_____
2nd	6		
3rd	5		
	c. Division		
1st	4	<u>1 %</u>	_____
2nd	3		
3rd	2		

3. SCHOOL PUBLICATION CONTEST

**points per section*

	a. National	Weight	Earned points
1st	13	<u>6 %</u>	_____
2nd	12		
3rd	11		
4th	10		
5th	9		
6th	8		
7th	7		
	b. Regional		
1st	6	<u>3 %</u>	_____
2nd	5		
3rd	4		
	c. Division		
1st	3	<u>2 %</u>	_____
2nd	2		
3rd	1		

MOVs:

Certificate/ s of Recognition

Copy of the official results (division, regional, and national levels) where the name of the applicant is indicated

4. LEADERSHIP RELATED TO JOURNALISM

(Highest position elected. per level. Only organization/ s recognized or organized by DepEd)

Position:	National	Regional	Division	Weight <u>13%</u>	<u>Earned Points</u>
President:	25	20	15		_____
Vice President:	20	15	10		_____
Other Positions	18	12	8		_____

5.EXTENSION SERVICES RELATED TO CAMPUS JOURNALISM:

Organizer/ Facilitator

		Weight	<u>Earned Points</u>
National	10 pts	13%	_____
Regional	7 pts		_____
Division	5 pts		_____

Innovations and Advocacies Related to Campus Journalism Implementation

National	15 pts
Regional	12 pts
Division	10 pts
District	8 pts
School	6 pts

MOVs:

Copy of the Project Proposal/ Concept Paper and Accomplishment Report for innovations and advocacies

Certificate of Accomplishment from the School Principal, Schools Division Superintendent and Regional Director

6.SPEAKERSHIP: Resource Speaker, Judge

(Only trainings or workshops recognized or organized by DepEd)

		Weight	<u>Earned Points</u>
National	10 pts	10%	_____
Regional	7 pts		_____
Division	5 pts		_____

7. PUBLISHED BOOKS, MODULES, WORKBOOKS, LAS related to Journalism

		Weight	Earned Points
National	10 pts	5%	_____
Regional	7 pls		_____
Division	5 pts		_____

MOVs:

Copy of the publication

Certificate of Acknowledgement / Recognition from Schools Division Superintendent, Regional Director, National Focal Person

8. ARTICLES PUBLISHED IN NEWSPAPERS/MAGAZINES/JOURNALS

		Weight	Earned Points
National	5 pts	5%	_____
Regional	3 pts		_____
Division	1 pt		_____

MOVs:

Copy of the publication

Certificate of Acknowledgement / Recognition from the editor

9. PANEL INTERVIEW

(10 pts)

Earned Points

1. Understanding of Journalism Principles and Ethics
2. Leadership/ Mentorship Potential
3. Experience and Engagement in Campus Journalism
4. Commitment to Growth and Learning
5. Communication Skills

Each category will be scored as follows:

- 0 — 0.4 points: Insufficient answer or no response
- 0.5 — 0.9 points: Limited understanding or experience
- 1 point: Clear, thoughtful, and comprehensive response

Total Earned Points - _____