



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

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MEMORANDUM

TO: OIC, Asst. Schools Division Superintendent
Education Program Supervisors
Principals, Public Secondary Schools

Subject: **CONDUCT OF RADIO BROADCASTING CONTEST AND COLLABORATIVE PUBLISHING CONTEST AND DEADLINE OF SUBMISSION FOR THE CONTEST ISSUE OF HIGH SCHOOL PAPERS**

Date: December 9, 2013



1. Attached is Regional Memorandum No. 282, s. 2013 entitled **“Conduct of Radio Broadcasting Contest and Collaborative Publishing Contest and Deadline of Submission for the Contest Issue of High School Papers”**, contents of which are self-explanatory, for information and guidance of all concerned.
2. Attached are the Guidelines for the Collaborative Publishing and Radio Broadcasting and Script Writing Contests.
3. Prompt and wide dissemination of this **Memorandum** is desired.

For:

EVANGELINE P. LADINES
Officer-In-Charge
Schools Division Superintendent

By:

[Signature]
ERDELINDA G. DIAZ
Education Program Supervisor
Officer-In-Charge of the Division

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December 3, 2013

MEMORANDUM
 No. 282s, 2013

**Conduct of Radio Broadcasting Contest, and Collaborative Publishing Contests,
 and Deadline of Submission for the Contest Issue of High School Papers**

To: Schools Division Superintendents

1. The Elimination Round in Radio Broadcasting and Collaborative Publishing will be held at P. Bernardo Elementary School, Quezon City on December 12, 2013.
2. The schedule is as follows:

8:00 - 12:00	Collaborative Publishing (English)
	Radio Broadcasting (Filipino)
1:00 - 5:00	Collaborative Publishing (Filipino)
	Radio Broadcasting (English)
3. Deadline of submission for school paper is January 12, 2014 at 5:00 pm (NO extension of deadline.)

[Signature]
 LUZ VALMEDA
 Director IV

Enclosure No. 3f (DepEd Memo No. ____ s, 2013)

GUIDELINES FOR THE COLLABORATIVE PUBLISHING CONTEST

- A. The competition in collaborative publishing is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department of a publishing house.
- B. Each region shall organize a team of seven-member contestants who shall not be competing in any of the national individual writing contest. There will be one team for English and another for Filipino, both at the elementary and secondary levels. Contestants shall wear their uniform with identification cards.
- C. All the contestants are required to attend the orientation before the actual competition.
- D. Once the contest has started, the members of each team shall no longer be allowed to go back to their quarters nor report to their respective advisers.
- E. A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. Either a video of a sports event will be shown or coverage of an actual sports event shall be attended by the sports writers. Pictures of the mini press conference shall be taken by the photojournalists and editorial cartoons will be produced while the rest of the team are doing their write-ups, lay-outing and editing.
- F. The sports writers and photo journalists will need to be ready to watch an actual game where they shall gather appropriate data and/or conduct interview before and after the game. A pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post conference shall be held for further interview and data gathering.
- G. The team will be given two (2) hours for data gathering and writing; and two (2) hours for lay-outing and editing.
- H. Each team will be required to bring a maximum of (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary) so as to lay-out the group's final output. The laptops will be checked by the NTWG for any other official applications and pre-written documents or references therein.
- I. The host region will provide six (6) scanners for the editorial cartoon (three for elementary and three for secondary (English/Filipino).
- J. Mobile phones and other electronic gadgets shall not be allowed except for the digital camera and laptops with disabled internet connection.
- K. Each group will be required to convert their output into **pdf** format, print out and submit it to the contest committee. The collaborative publishing team shall submit both the hard and soft copies of their entries. They should ensure that no identifying marks about their school, division or region can be found on their output.
- L. The output of the contest is an A4-size, four-page publication. Their product will be uploaded to the designated computer by the NSPC NTWG for judging.
- M. The top (7) seven teams shall be recognized and the points they will garner will be included in the determination of the over-all scores.
- N. The decision of the members of the Board of Judges shall be deemed final and irrevocable.

Enclosure No. 3g (DepEd Memo No. ___ s, 2013)

GUIDELINES FOR RADIO BROADCASTING & SCRIPT WRITING CONTEST GUIDELINES

(FILIPINO AND ENGLISH)

A. General Guidelines

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

B. Scriptwriting

1. The students will be given 1 1/2 hours to prepare a script for a 5-minute radio broadcast, which 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 NTWG. Infomercial shall have a maximum length of (1) minute and shall use the language that the group is supposed to be competing in. Another 30 minutes will be allotted for the printing of the output.
2. Each team may use up to three laptops and an inkjet printer in preparing and printing of the script. The team should ensure that the laptops they intend to use for the contest should not contain any document that they may use as reference or model during the conduct of the contest. All laptops should be submitted to the contest committee for inspection. Each team is required to bring their own extension wires and other equipment such as CD player for rehearsal.
3. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, a member of the contest committee shall accompany them to the rest rooms.
4. The script should not bear any information that may identify the school, division or region but it should include the names of the members of the team with their job assignment/contribution (i.e. anchor, news presenter, etc.)
5. Scripts should be :
 - encoded using Arial font size 12
 - with directorial instructions in capital letters
 - double-spaced with normal margin

- printed in a letter-sized bond paper (8.5 X 11")
6. Each team should submit four (4) copies of the script; three (3) for the judges and one (1) for the chairperson. The team may print extra copies for their own use.

C. Broadcast Simulation

1. A broadcast room for the presentation shall be identified within the testing center or contest venue. Only the contestants, judges and the members of the contest committee shall be allowed inside. The student broadcasters shall be concealed from the judges all throughout their presentation.
2. The organizers/host region shall commission an independent sound system provider to ensure quality audio output. The technical operator shall only set the sound system before the simulation. A jack/auxiliary cord will be provided for the CD player, laptops and other sources of sound effects except mobile phones.
3. Except for the volume meter, contestants/technical director shall not be allowed to change, adjust and manipulate the main control board during their presentation.
4. Mobile phones and reference books shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to perform again.
6. Loudspeakers shall be set up outside the broadcast room.
7. The order of presentation will be identified through drawing of lots by the directors before the script writing.
8. Each team shall be given eight (8) minutes; two (2) minutes for preparation, five (5) minutes for the actual broadcast and one (1) minute for exit. Provided running time shall be applied.
9. The organizers shall provide a wall clock or a timer which will serve as the official time that can be seen by the contestants and the judges. There will be an official time keeper.
10. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. The green flaglet shall then be raised to signal the team to start. The yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining and followed by the red flaglet to indicate their time is up.
11. The entire production schedule shall be governed by the zero (0) or perfect scoring for the time scoring requirement.
12. The contestants shall leave the broadcast room right after their presentation.

PL- 12/9/13 2:45P