



Republic of the Philippines  
Department of Education  
National Capital Region  
**SCHOOLS DIVISION OFFICE**  
City of Mandaluyong

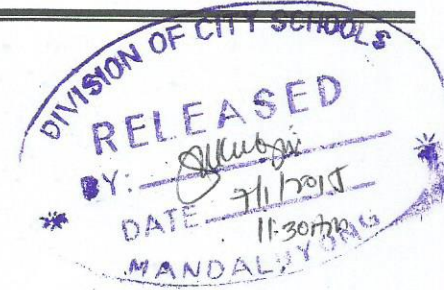
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July 1, 2015

DIVISION MEMORANDUM

To : Chief Education Supervisors, SGOD/CID  
Education Program Supervisors  
School Governance and Operations Division Officials  
Curriculum Implementation Division Officials  
Principals, Public and Private Elementary and Secondary Schools



**Division Training of Campus Journalists  
in Individual Writing, Radio Broadcasting & Scriptwriting (RBSW)  
and Collaborative Publishing**

1. In support of the continuing effort to encourage excellence in campus journalism, this Office announces the conduct of the **Division Training of Campus Journalists in Individual Writing, Radio Broadcasting & Scriptwriting (RBSW) and Collaborative Publishing** on **July 11, 18, 25 and August 1, 2015, 12:00NN - 5:00PM** at Highway Hills Integrated School.
2. The training is aimed to enhance the journalistic writing skills of campus journalists and come up with quality journalistic outputs as evidence of their increased competence, in preparation for the 2015 Division Schools Press Conference.
3. Participants to this activity are public and private elementary and secondary schools' sixteen (16) individual writing contestants and four (4) groups with seven (7) members each in RBSW and Collaborative Publishing, English and Filipino. *Participants from the private schools may make necessary arrangements with their institutions in connection with their attendance.*
4. Participants in RBSW and Collaborative Publishing are advised to bring laptops, extension cord, digital camera, card reader and empty USB flash drive.
5. A registration fee of fifty pesos (Php50.00) per participant shall be collected to cover training materials, supplies, certificates, tokens, snacks and transportation of speaker-trainers and other incidental expenses.
6. Participants of each school are requested to bring their own food provision.

7. Since the activity is held on a Saturday, student-participants are required to submit parent's permit. Deadline of submission is on July 10, 2015 together with the official list of participants duly endorsed by the school heads.
8. Attached is the Matrix of Activities for your reference. The members of the training team, facilitators and working committees will be announced through an advisory once the list is been completed.
9. Expenses incurred for the registration fee and transportation expenses of the participants may be charged against local or journalism funds/MOOE subject to the usual accounting and auditing rules and regulations.
10. Immediate and widest dissemination of this **Memorandum** is so desired.



**NERISSA L. LOSARIA, CESO VI**

Officer In-charge

Office of the Schools Division Superintendent



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Division Training of Campus Journalists in Individual Writing, Radio Broadcasting & Scriptwriting  
and Collaborative Publishing  
**MATRIX OF ACTIVITIES**

| Time                | Day 1 (July 11, 2015)                           | Day 2 (July 18, 2015)                                 | Day 3 (July 25, 2015)                     | Day 4 (August 1, 2015)                          |
|---------------------|-------------------------------------------------|-------------------------------------------------------|-------------------------------------------|-------------------------------------------------|
| 12:00NN - 12:30NN   | Registration                                    |                                                       | Attendance                                |                                                 |
| 12:30NN - 1:00PM    | Opening Program                                 | Management of Learning per Category c/o Facilitators  |                                           |                                                 |
| 1:00PM - 2:30PM     | Simultaneous Sessions by Category               | Simultaneous Sessions by Category                     |                                           |                                                 |
| 2:30PM - 3:00PM     |                                                 | Break                                                 |                                           |                                                 |
| 3:00PM - 4:00PM     |                                                 | Simultaneous Writeshops by Category                   |                                           | One-on-One Feedbacking and Wrap-up Sessions     |
| 4:00PM - 5:00PM     | Workshop/Critiquing                             | One-on-One Feedbacking Sessions with Trainer-Speakers |                                           | Closing Program                                 |
| Officers of the Day | Mr. Richard Neil M. Gamali<br>Mrs. Mila C. Taño | Mr. Segundo T. Mañoza<br>Mrs. Janice T. Barredo       | Mr. Joeson Mejica<br>Mrs. Elizabeth Mateo | Miss Angelita P. Aseron<br>Mrs. Viva D. Carreon |

Prepared by:

  
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In-charge of Journalism

Approved:

  
**NERISSA L. LOSARIA, CESO VI**  
Officer In-charge

Office of the Schools Division Superintendent