



**DIVISION MEMORANDUM**

No. 104, s. 2019

**POSTER MAKING AND ESSAY WRITING CONTESTS**

To: All District In-Charge  
Elementary and Secondary School Heads  
All others concerned  
This Division

1. Pursuant to the Regional Memorandum No. 381, s. 2019 re: Poster Making and Essay Writing Contests with the central theme for the Observance of National Disaster Resilience Month 2019: **"KAHANDAAN SA SAKUNA'T PELIGRO PARA SA TUNAY NA PAGBABAGO"** which will be used during the contests at the Session Hall, DepEd Regional Office, Zone 1, Upper Balulang, Cagayan de Oro City on July 19, 2019, Friday, at 9:00 AM, this Office will conduct Poster Making Contest for Elementary students (Grade 1 – 6) and Essay Writing Contest for High School students (Grade 7 – 10) on July 17, 2019, Wednesday, 1:00 PM at the Library Hub Auditorium, Mantic, Tangub City to determine our Division representatives to said contests.
2. Each District shall send one (1) grade school pupil participant for the poster making contest and each secondary school shall send one (1) high school student participant for the essay writing contest.
3. The participants of the poster making contest shall use their own drawing and coloring materials, limited to crayons, oil pastels, coloring pencils, water color, poster paints, markers and 20"X30" illustration boards.
4. The participants of essay writing contest shall use their own laptop.
5. Details and mechanics of this contests are provided in Enclosure No. 1 of this Division Memorandum.
6. Travel and incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
7. For information and guidance.

**JEAN G. VELOSO**

Assistant Schools Division Superintendent  
OIC- Schools Division Superintendent

JGV/ abm/ 07/12/19



Enclosure No. 1, Division Memorandum No. 164, s. 2019

### **POSTER MAKING CONTEST GUIDELINES:**

1. All participants are entitled to ONE coach or chaperon.
2. The name and school of the participant should be pasted to the back of the board.
3. Participants will use their own drawing and coloring materials, limited to crayons, oil pastels, coloring pencils, watercolor, poster paints, markers and 20"X30" illustration boards.
4. After the announcement of the central theme of the contest, the participants are given five (5) minutes to consult with the coaches. After that, the participants are given two (2) hours to work on their entries. No more coach or chaperon interference is allowed during this period.
5. The artwork shall follow a **PORTRAIT** orientation. No text or mark identifying the participant should appear on the artwork.
6. Entries will be judged on the following criteria:
  - Overall presentation incl. creativity, color harmony etc. – 50%
  - Relevance to the theme - 40%
  - Originality - 10%
  - Total 100%**
7. After the adjudication and tabulation of results, the Panel of Judges shall announce and award the winners of the division contest. The decision of the Panel of Judges shall be final.

### **ESSAY WRITING CONTEST GUIDELINES:**

1. All participants are entitled to ONE coach or chaperon.
2. Laptops will be used during the contest. Internet access of the laptop should be turned off throughout the duration of the contest.
3. After the announcement of the central theme of the contest, the participants are given five (5) minutes to consult with the coaches. After that, the participants are given two (2) hours to work on their entries. No more coach or chaperon interference is allowed during this period.
4. Works must follow the specifications below:
  - Paper Size : A4
  - Font Style : Arial
  - Font Size : 12
  - Alignment : Justified
  - Margin : 1" on all sides
  - Spacing : Double space



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Region X – Northern Mindanao  
**DIVISION OF TANGUB CITY**  
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5. Works must be in English. Maximum word count is 2,000. Minimum word count is 750.
6. The name of the participant or school being represented should not appear in any part of the work. Participants will be given Reference Numbers which will be used to identify the entries.
7. After the contest period, all entries will be printed for judges perusal.
8. Entries will be judged on the following criteria:

• Substance and content	-	40%
• Relevance to the theme	-	30%
• Originality	-	15%
• Mastery of the English language	-	<u>15%</u>
<b>Total</b>		<b>100%</b>
9. After the adjudication and tabulation of results, the Panel of Judges shall announce and award the winners of the division contest. The decision of the Panel of Judges shall be final.

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