



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**Schools Division of Tabuk City**

**Office of the Schools Division Superintendent**

**Division Memorandum**  
 No. 514 -2024

17 Dec 2024

**CONDUCT OF CAPABILITY BUILDING SEMINAR FOR SCHOOL PAPER ADVISERS AND DSPC COACHES**

To:  
 ASDS  
 CID and SGOD Chiefs  
 School Heads of Public and Private Schools  
 School Paper Advisers and Coaches  
 All Others Concerned

1. The Schools Division Office through the Curriculum Implementation Division in coordination with the DSSPAA and DESPAA will conduct an Online Capacity Building Seminar for School Paper Advisers and Division School Press Conference Coaches on December 21, 2024 (Saturday) through a joining link that will be shared in the school heads' and SPAs' chat groups not later than 2 hours before the start of the program.

2. This Learning and Development Activity generally aims to:

- a) cascade the salient learning points gained by the division participants to the recent Regional Workshop on Cliniquing Strategies for School Paper Advisers (SPAs) In Campus Journalism in time, and
- b) give updates about the upcoming DSPC

3. Participants to this virtual activity are the SPAs and Coaches in elementary and secondary schools, the Program Management Team, and Resource Persons

4. Personnel involved are entitled to vacation service credit or COC as applicable pursuant to DepEd Order No. 13, s. 2024 and CSC & DBM Joint Circular No. 2 s. 2004 on Non-monetary Remuneration for Overtime Services Rendered.

5. The immediate dissemination of and compliance to this memorandum is required.

*[Signature]*  
**BENEDICTA B. GAMATERO PhD, CESO V**  
 Schools Division Superintendent  
 12/17/2024

Encl: Training Matrix  
 CID/dmd;mmb/memo\_on\_the\_conduct\_of\_capb\_in\_campus\_journalism  
 12/17/24







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Enclosure 1 to DM \_\_\_\_\_-2024

**TRAINING MATRIX**

TIME	Activities/ Topics	Resource Speaker
7:30-8:00	Registration	<i>Lucky Jane E. Bakidan, T-III</i>
8:00- 8:15	Preliminaries Nationalistic Song-AVP Prayer-AVP Rollcall Overview of the Activity  Message-	<i>Joshua B. Lasegan</i>  <i>Doddie Marie Duclan, EPS-Filipino</i> <i>Benedicta B. Gamatero PhD, CESO V, SDS</i>
8:16-9:15	News Writing	<i>Lasinda B. Pangsiw, T-III</i>
9:16-10:15	Copy Reading & Headline Writing	
10:16-10:30	Health Break	
10:31-11:30	Sports Writing	<i>Marizza D. Bangao, MT-III</i>
11:31-12:00	DSPC Updates	<i>Doddie Marie Duclan/ Maribel Bravo, EPS</i>
12:00-1:00	LUNCH BREAK	
1:00-2:00	Column Writing	<i>Ash Lyn B. Colangao, T-III</i>
2:00-3:00	Editorial Writing	
3:00-4:00	Feature Writing	<i>Jonavine M. Cadingan, T-III</i>
4:00-5:00	Online Publication & Mobile Journalism	

**PMT/TWG**

1. Maribel M. Bravo
2. Doddie Marie L. Duclan
3. Lucky Jane E. Bakidan, T-III
4. Joshua B. Lasegan
5. Allan A. Dumalsin