



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

February 11, 2022

DIVISION MEMORANDUM

No. 259, s. 2022

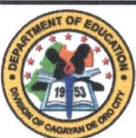
**DESIGN AND DEVELOPMENT OF DOCUMENTARY VIDEO (DOCU-VIDEO) FOR THE
BIGATEN DEPED X EPISODES**

To:

All Concerned Public Elementary/Secondary Heads
All Concerned Admin Personnel- Step Increment Process Owners
Norman A. Felisilda- School Head, Dunggoan Integrated School
Ryan Z. Roa
 South City Central School, Video editor
Francis Jay M. Damit
 Tignapoloan National High School, Production Manager
Kristine A. Eblacas
 Upper Carmen Elementary School, Host
Godfrey Anthony T. Serojales
 Tagpangi National High School, Videographer/editor
Flora Michelle H. Cebrian
 Gusa Elementary School, scriptwriter
Allan H. Guibone
 Bugo Central School, videographer
Joel D. Potane
 Division Facilitator
Mark John Gabule
 Division Facilitator

1. In accordance with Regional Memorandum No. 111, s.2022, all concerned school/section heads are hereby directed to inform the selected teacher-talents/division personnel to attend the virtual meeting and in-person tapings for the docu-video of the Bigaten DepEd X on July 8, 11-15, and 18, 2022.
2. The schedule of activities is reflected in the table below:

Date	Activity	Participants
July 8, 2022	Virtual meeting at 10am via google meet	TSADA CDO talents, Division Facilitators





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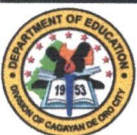
July 11-12, 2022	In-person taping, Division Office – STEP INCREMENT	TSADA CDO talents Division Facilitators Step Increment- Process Owners
July 13, 2022	In-person Taping, Dunggoan ES	TSADA CDO talents Division Facilitators Dunggoan IS School Head and Teachers
July 14-15 & 18, 2022	Finalization of the Episodes, Virtual/ Inperson in the Division Office	TSADA CDO talents Division Facilitators

- Teachers who will serve the said activity shall be granted Service Credits equivalent to the days rendered. School heads shall prepare the endorsement letter and list of names with the number of days rendered by the teacher-participants. The request shall include accomplishment reports and Daily Time Record.
- In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment shall be accorded to all participants regardless of disability, sexual orientation, gender, age, religion and ethnicity.
- For guidance and compliance.

CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

Encl.: As stated
Reference: RM 68, s.2022
To be indicated in the Perpetual Index
under the following subjects:
Governance Administrative Services
SBM Step increment

gpp/jdp SBM and step increment



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO

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Office of the Regional Director

February 22, 2022

REGIONAL MEMORANDUM

No. III, s. 2022

BIGATEN DEPED X: #A10'to SEASON 3, S. 2022 GUIDELINES

To: Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Regional Functional Division Chiefs
Divisional Information Officers
School Information Coordinators
All Others Concerned

1. Inspired by the overwhelming success of the BigaTEN DepEd X Season 2, s. 2021 and the awards and recognition that the BigaTEAM reaped in the 1st Information Leaders Awards (ILAW) in December 2021, the Regional Office (RO) reiterates the attached guidelines with additional provisions for the **BigaTEN DepEd X: #A10'to Season 3, s. 2022**.
2. Immediate and wide dissemination of this Memorandum is desired.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated

References: RM Nos. 124, 195, 244, 375, 425, s. 2021

ORD-PAU/moon



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Department of Education Region 10
region10@deped.gov.ph
<http://deped10.com>



BigaTEN DepEd X: #A10'to Season 3, s. 2022

GUIDELINES

A. Content. The BigaTEN DepEd X: #A10'to Season 3, s. 2022 shall cover the following segments/parts:

1. **Anong Bago, Arturo?** discusses updates from the Regional Director.
2. **For the Win, DepEd NorMin!** showcases the Region's recognition and awards. This segment also features DepEd learners, teachers, staff, organizations, and offices for their success stories and accomplishments, among others.
3. **Anong Meron Ngayon?** discusses the programs, initiatives, innovations, and best practices of the Regional Office (RO), Schools Division Offices (SDOs), and schools, particularly the implementation of their Basic Education Learning Continuity Plans (BE LCPs).
4. **DepEd NewX!** features two-minute flash news reports and updates from the 14 SDOs through the Divisional Information Officers (DIOs) and the School Information Coordinators (SICs).
5. **BIGAttention, BIGAttendance!** tackles regional and national issuances, announcements, and other information for dissemination.
6. **Salamat, Ka-DepEd!** acknowledges the different stakeholders for their support to the Department.
7. **Batang Biga-X! (NEW)** highlights students for their academic, curricular, and extracurricular achievements; noble deeds; and inspiring stories, among others, through the news features of student journalists.
8. **TeachSUREcut! (NEW)** features bite-sized and practical tips for teachers to enhance their instructional tasks and other office-related functions.
9. **Magkasangga! (NEW)** features other government agencies' and nongovernment organizations' collaborative efforts with DepEd and other relevant information and updates.

B. Regional Office (RO) Functional Divisions. The BigaTEAM shall coordinate with the RO functional divisions for their presentations.

C. Schools Division Offices (SDOs). Each of the SDOs shall submit a one-minute video message of support from any one of their stakeholders that took part in the Season 2, s. 2021 of BigaTEN DepEd X. Please email the video message at pau.region10@deped.gov.ph not later than February 27, Sunday.

The major participation of the SDOs in the BigaTEN DepEd X: #A10'to Season 3, s. 2022 shall cover the following:

1. **For the Win, DepEd NorMin!** Submit complete details (with photos or infographics if applicable) of **rewards and recognition received by the division, district, or schools year-round** for acknowledgment during the actual livestreaming of the program every Tuesday. **The SDOs may start submitting their materials for this segment for the livestreaming on March 1.**
2. **Anong Meron Ngayon?** Submit a 30-minute documentary video of the divisions' programs, projects, activities, innovations, and best practices, among others. This documentary video format will provide the SDOs with enough room for creativity and reduce internet connectivity problems during the actual livestreaming of the program. The SDO team shall divide the 30-minute documentary video into three parts (10 minutes each) to allow some fillers (intermissions, shout-outs, and other insertions) in between from the BigaTEAM. Also, submit, at least, five quality action photos of the featured programs, projects, activities, innovations, or best practices, together with the suggested title of the documentary video, which the BigaTEAM will utilize in designing the promotional poster.
3. **DepEd NewX!** The Divisional Information Officers (DIOs) shall submit a videotaped flash news reports and updates (in English or Filipino (or Cebuano with English translation), not more than two minutes) about their divisions' ongoing or recently concluded activities. The DIOs may also tap the School Information Coordinators (SICs) for this purpose. **The SDOs may start submitting their materials for this segment for the livestreaming on March 1.**
 - a. To give reasonable preparation time for the DIOs and their teams, the schedule of the DIOs' news reporting shall be as follows:

Team 1 (1st and 3rd Weeks)

- i. Bukidnon
- ii. Cagayan de Oro City
- iii. Camiguin
- iv. El Salvador City
- v. Gingoog City
- vi. Iligan City
- vii. Lanao del Norte

Team 2 (2nd and 4th Weeks)

- i. Malaybalay City
- ii. Misamis Occidental
- iii. Misamis Oriental
- iv. Oroquieta City
- v. Ozamiz City
- vi. Tangub City
- vii. Valencia City

5th Week

The BigaTEAM will feature other videotaped news reports from the 14 SDOs, if there are any, on the fifth week.

- b. However, the BigaTEAM will gladly accommodate videotaped news reports that the SDOs may produce on a weekly basis if their schedules warrant.
- c. In the absence of the DIOs, the SDOs may tap the School Information Coordinators (SICs) to present the news reports.
- d. The news reporters and their teams shall follow the maximum two-minute allotment. The following are suggestions:
 - i. Shorten the INTRO and EXTRO video clips (e.g., animations and gimmickry) to avoid consuming the time allotted for the meat of the news report.
 - ii. Maximize the use of thumbnails.
 - iii. Employ the straight news type of reporting, which covers only the most essential information in a concise and impartial manner.
 - iv. Strike a balance in the use of clarity, conciseness, correctness, and creativity.
 - v. The following is a sample flow for news reporting:
 - (1) Greetings: Magandang araw po / Maayong adlaw, mga Ka-DepEd!
 - (2) Details of the News Report (5 Ws & 1 H)
 - (3) Para sa BigaTEN DepEd X! ako po si / kini si Ka-DepEd _____ mula sa / gikan sa Ozamiz City Division.
 - (4) Slogan of the Division: _____.

4. **Batang Biga-X! (NEW)** The DIOs shall engage their divisional journalism focal persons who shall likewise tap student journalists from select schools to submit videotaped feature stories (in English or Filipino (or Cebuano with English translation), not more than two minutes) of students for their academic, curricular, and extracurricular achievements; noble deeds; and inspiring stories, among others. **The SDOs may start submitting their materials for this segment for the livestreaming on March 1.**

The SDOs can be creative in presenting their feature stories. Toward the end of the video, the student-reporter may say:

“Para sa BigaTEN DepEd X, ako po si _____, ang Batang Biga-X mula sa (name of school) na nagsasabing (quote of the day based on the featured story).

Attached is a consent form, which the participants shall accomplish before the production of the video materials.

- D. Schedule.** The following schedule shall be followed for the **Anong Meron Ngayon?** segment of the Regional Office (RO) functional divisions and SDOs:

BigaTEN DepEd X: #A10'to Season 3, s. 2022	
Date	RO/SDO
March 1	BigaTEAM
March 8	RO CLMD
March 15	RO HRDD
March 22	RO ESSD
March 29	RO FTAD
April 5	RO PPRD
April 12	RO QAD
April 19	RO AD
April 26	RO FD
May 10	Ozamiz City
May 17	El Salvador City
May 24	Malaybalay City
May 31	Bukidnon
June 7	Valencia City
June 14	Iligan City
June 21	Lanao del Norte
June 28	Camiguin
July 5	Misamis Occidental
July 12	Gingoog City
July 19	Cagayan de Oro City
July 26	Oroquieta City
August 2	Tangub City
August 9	Misamis Oriental

Note: The BigaTEAM will issue a separate notice for any changes in the schedule.

E. Rewards and Recognition. At the end of every season, the BigaTEAM will give rewards and recognition to acknowledge the excellence of the participating divisions, schools, or individuals:

1. Best Batang Biga-X Presenter ✓
2. Best DepEd NewX Presenter ✓
3. Best Documentary Video ✓
4. Best Documentary Video Presenter ✓

Criteria: Best Batang Biga-X Presenter, Best DepEd NewX Presenter, Best Documentary Video Presenter

Content	Physical and Vocal Delivery	Overall Impact
40%	40%	20%
Relevance, clarity, completeness, and organization	<ul style="list-style-type: none"> • Pronunciation/ Articulation • Facial expression, gestures, posture, and movement • Voice quality, clarity, and animation 	Ability to engage and move the audience

Criteria: Best Documentary Video

Content and Relevance	Presentation	Overall Impact
50%	30%	20%
Theme: "Education Must Continue: Ensuring Quality Learning amid the Changing Learning Landscape"	Clarity, completeness, organization, and animation	Effect of the video material to engage and move the audience

F. Submission. Please email all production materials at pau.region10@deped.gov.ph, at least, one week before the scheduled livestreaming of the program.

G. To increase viewership of the program and encourage unity among the Regional Office (RO) and the 14 Schools Division Offices (SDOs) as One Department of Education, the SDOs must maximize its information drive, disseminate the virtual link, and encourage the schools' active engagement.

BIGATEN DEPED X: #A10'to SEASON 3, S. 2022 GUIDELINES

PHOTO/VIDEO CONSENT AND RELEASE FORM

I permit my child to participate in the photo/video shoot for the Batang Biga-X, a segment of the BigaTEN DepEd X broadcast program of DepEd Regional Office X.

Likewise, I allow his/her images captured through video, photo, and digital camera for the BigaTEN DepEd X live streaming, recording, and social media sharing and waive any compensation rights for or ownership of the images.

Finally, I commit to guiding my child and will ensure that his/her participation in the activity complies with the Inter-Agency Task Force (IATF) protocols.

Note: Please print.

Name of Learner:	
Age:	
Name of Teacher/DepEd Employee in Charge:	
School:	
District and Division:	

Name and Signature of Parent/Guardian

Date