

**INSPIRIA**  
**MODEL UNITED NATIONS**  
**2022**



**UN PRESS CORPS:**  
**STUDY GUIDE**

**CONFERENCE HANDBOOK**

# **LETTER FROM THE EXECUTIVE BOARD**

Dear delegates,

The Executive Board of INMUN-2022 welcomes each one of you. For many it may be the first ever MUN conference in your educational experience, and we strongly encourage you to go through the study guide that has been prepared for you as a part of the conference in order to get an in depth understanding of the issue that will be discussed in the committee. However, there is lot of content available beyond the study guides too.

You as a Journalist are expected to collaborate with the diplomats and report on the resolutions adopted and conference proceedings and be prepared to enjoy the intellectual energy in the group. At the same time it is not only about researching and presenting, but very importantly it is also about the ability to listen, understand the view points as Journalism and Media are indispensable and are thereby referred to as “Fourth Estate” of the Democratic process.

Wishing all of you a great learning experience. Looking forward to having you all with us.

Best wishes,  
Rajarshee Bose  
Editor in Chief  
rajbose6745@gmail.com

# INTRODUCTION

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Maybe you have always been interested in foreign affairs and international relations but felt like feeling a delegate representing a nation wasn't really for you. Perhaps you have a better knack for expressing your point of view through the written word. Have you found journalism interesting and never found an outlet to try your hand at it?

If this sounds like you, the UN PRESS CORPS might be for you. Similar to how delegates representing a nation engage in open debate in other committees. Our goal is to provide aspiring journalists and budding writers the unique opportunity to put their skills to good use, in the backdrop of the hustle and bustle of an MUN Conference.

Delegates of UNPC as an independent journalist without representing a news agency will thereby be assigned to the following committees during the three days under the discretion of the Editor in Chief that will be simulated at:

- UNGA SPECPOL
- UNHRC
- NATO
- ALL INDIA POLITICAL PARTIES MEET

The delegates are then required to observe and report council proceedings and must take it upon themselves to remain unbiased of their personal opinions when forming these articles.

UNPC delegates are encouraged to engage, interact and interview the delegates in the committee and compile their article with quotations from committee proceedings, interviews as well as pictures captured during mid-debate. Using intelligent humour is also required to boost readership appeal.

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## WHAT IS JOURNALISM?

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Journalism is the activity of gathering, assessing, creating and presenting accurate facts and information to the general public. Its purpose is to actively engage in the society as a middle man that bridges the people with the governing bodies to enable the Right to Information among citizens. It helps guide the people in making quintessential decisions that affect not only themselves but also their community, government and the nation as a whole.

Journalism and the Media is indispensable and are thereby referred to as the “Fourth Estate” of the Democratic process as it not only informs and educates the public but simultaneously acts as a watching , enabling a system of checks and balances. Keeping those in authority in line, urging and ensuring accountability.

# PRESS STATEMENTS:

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Typical delegates have Foreign Policy Statements (FPS). UNPC delegates have Press Statements!

The key to writing the ideal press statement or any news article lies with the ability to grab the reader's attention with a captivating headline and an informative yet concise lead paragraph.

Press statements will emulate a general news article format, using the inverse pyramid structure and UNPC delegates are to choose one out of other topics chosen by the Heads of UNPC to report on.

Your article should be in line with your news agency's mandate and biases. Delegates are expected to refer to the mandate and articles of their relevant news agencies to get a thorough understanding of their writing style.

Points to keep in mind:

- No personal opinions should be included in your press statement. Opinions of the respective news agency can be used.
- Journalism, not creative writing: This article should be reported strictly in a factual sense. Make sure to keep things interesting with sound conduct in language. However, avoid overusing too many adjectives, flowery words, and euphemisms.
- Always verify the details of your article and crosscheck the facts and statistics provided by you in your report.
- Delegates are encouraged to bring their research notes.
- All press statements should be submitted electronically.

## ARTICLE FORMAT:

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- Your articles will be named in the following manner: The name of your article and then your name

i.e: North Korean Forced Labourers in Poland – Deshara Perera .

- In interviews, you shall write the designation of the person and council and then your name for submission. However, your article will have the headline of the most important quote according to you.

\*i.e: File submission name - “Interview with Iran (UNHRC) - XXYY” but the headline might be “We believe in capital punishment.”\*

- Articles cannot be edited after submission, and you will be evaluated by what you submit.

-The font size of the article: Times New Roman, Size 12.

Word Count: 750-1000 words.

**-By the end of the conference, you would have written a minimum of the following articles:**

- 1. Beat Article, Featured (DAY 1) (Graded, Applicable for awards)**
- 2. Article II and III (DAY II) (Graded, not applicable for awards)**
- 3. Overall OPED (Final day) (Graded, Applicable for awards)**

# RESEARCH METHODOLOGY:

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## The Process of Covering Stories:

You will be given a media organization and in accordance to that its political leaning will have to present an OP- ED on the agendas and the committee simulation. It is very important your report is not just a summary but based on your opinions.

Both the beats and OP-ED will require a substantial amount of previous knowledge on the issues; it is advised for the delegates to

- Read the background guides thoroughly of the agenda and understand the committee.
- Read sample OP-ED and beats from respectful newspapers.

The confines of an in-house conference limit us to what we want to call investigative journalism, but your preparations will be severe. You can use the following guidelines for effective research.

You must be adequately prepared to understand the debate.

- Go through the backgrounds for a basic understanding of the agenda and then the documents and links it mentions. The background guide can be obtained from the website of the conference.
- Read about the agenda and various perspectives on it. Aid and form an opinion.
- Understanding the legal, social, cultural, and economic implications of the debate.
- Read about the foreign policy and agenda perspective of nations that you might think will majorly impact the debate.

# ARTICLE STRUCTURE AND COMPOSITION:

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Journalists of the UNPC are expected to follow “best practices” & “structures” of journalism to standardize and take your reporting experience during conference up a notch.

## Structure:

1. **HEADLINE**- The headline is the text indicating the nature of the article below it , your headline should be captivating and specific to the article you are composing.
2. **BY LINE**- Authorship and news agency.
3. **SKETCH OR PHOTOGRAPH (OPTIONAL)**- Suitable caption should be included.
4. **PLACE LINE (OPTIONAL)**- Where the story begins.
5. **LEAD**- Opening section of the article. The Lead should be less than 25 words, interesting, and convey the most important information. The ideal lead will set the tone for what follows. Do not try to cram unnecessary information, digress, or become repetitive. Conciseness and simplicity are key.
6. **BODY**- This is the main section of the article, containing the whole story and will elaborate the important information stated in the lead. End it with an appropriate closing remark & try to instigate a reaction or question from your reader



# OP-ED:

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OP-ED, short for essays that run opposite the editorial page in a newspaper, is powerful vehicles for communicating important arguments. Unlike the rest of a newspaper (as well as other print and social media sites that also welcome opinion pieces) which is written by staff writers, the op-ed page represents a range of voices, from experts to everyday people who bring a fresh perspective to public issues. Understand and research the agendas of other committees.

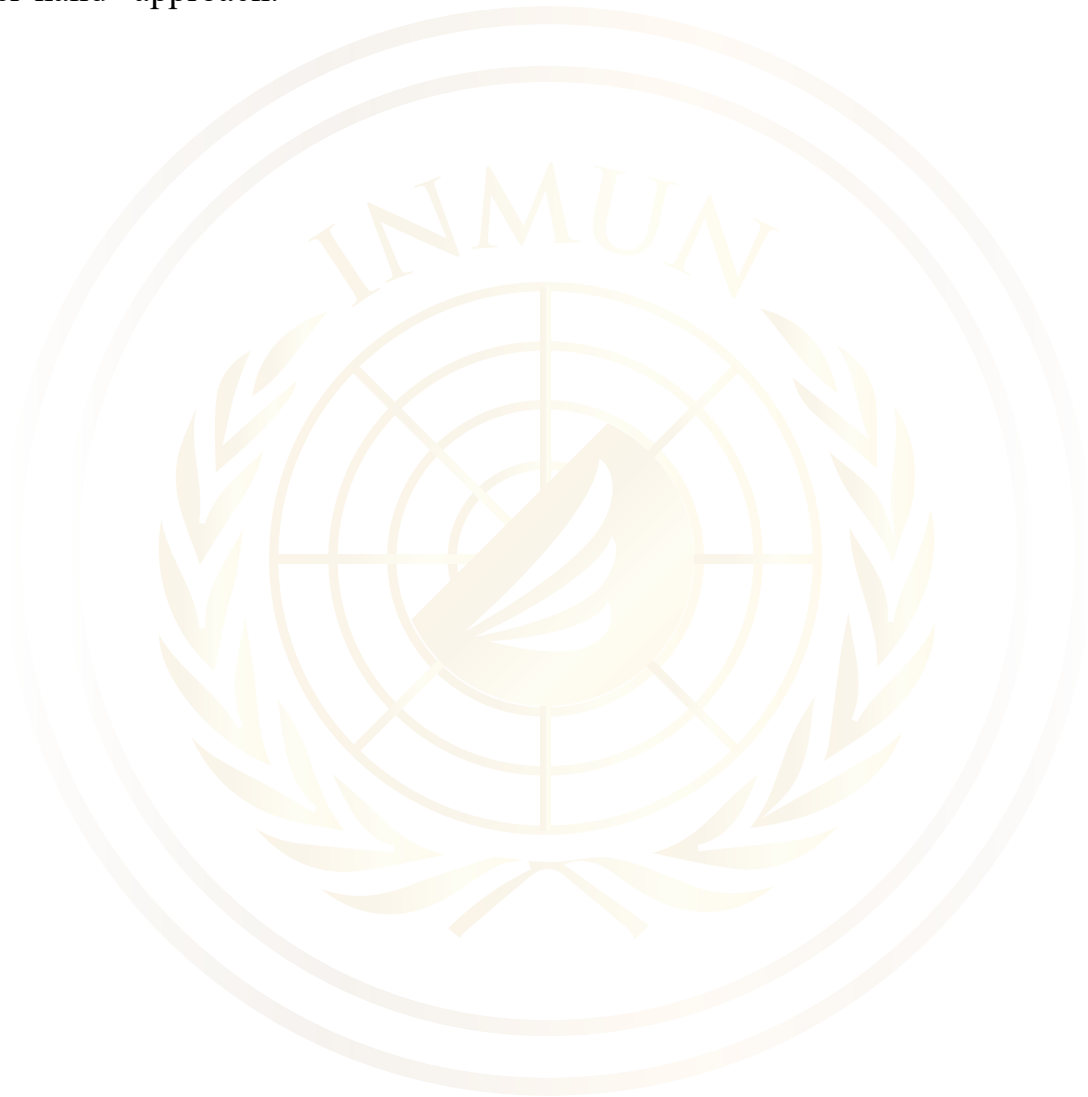
Your OP-ED must be 700-750 words and must be submitted at the second last committee session.

## \*Op-Ed Style\*

The writing process-

- Ask, what is the message you want to get across?
  - List all your arguments in no particular order.
  - Pick four or five arguments that will most appeal to your readers.
  - Write your first draft. Connect your theme to your peg in the first paragraph, followed by one to three paragraphs for each supporting reason, with the most important reasons first.-One or two paragraphs should conclude by reinforcing your theme.
  - Now read your draft and ask: What is the most powerful paragraph here? Is it the closing paragraph? Does a paragraph about one of the four or five arguments point up a particularly absurd part of the plan?
  - Whichever one it is, rewrite the op-ed with the most powerful, most exciting paragraph first to grab the reader's attention, elaborate with two or three supporting points in the following paragraphs. Make sure your paragraphs are short and contain one main idea.
- Use facts, statistics and studies to support your arguments.

- Opinion editors look for articles that are provocative and succinctly argue particular points of view on issues that are dominating the headlines. They do not want pieces that argue all sides of an issue, so express an opinion. Argue your point. Urge action. Warn of danger. That's what opinion pieces are about. They are not about presenting background material with an “on-the one-hand-but-on-the-other-hand” approach.



# BEAT:

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In newspaper parlance, a beat is the subject area that a reporter is assigned to cover and write about. Beat reporters can cover everything from local crime to a specific sports team. They develop expertise in their beat, getting to know people and earn their trust so that when news happens, the journalist can report on it with authority and some depth of knowledge.

At the end of the first and second day, you will submit a press briefing which must be 300 words beat (the main topics discussed in the committee). In beat reporting, you just have to mention what is happening in the committee but do remember to be formal.

A good beat reporter is:

- Familiar with general background
- Knows specific language of area
- Asks right questions
- Recognizes newsworthy info
- Writes understandable stories for unfamiliar readers

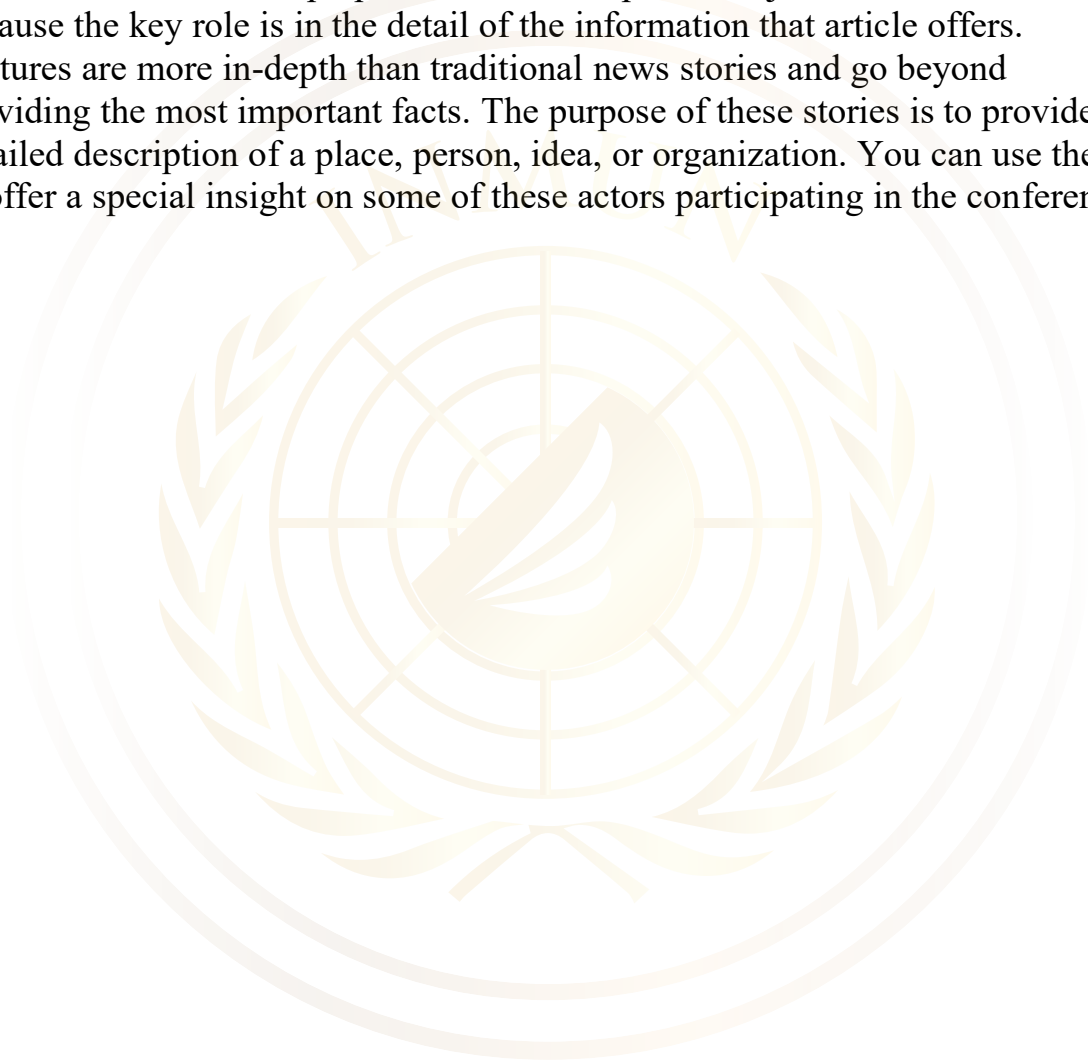
## FEATURED ARTICLE:

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An in-depth exploration of an issue:

A prominent article that does not give the opinion of the editor like the opinion pieces and describes in detail compared to the news report. They can be opinionated, according to the policy of your news agency, and have a less formal tone.

It is essential to be well prepared about the topic or subject of the article because the key role is in the detail of the information that article offers. Features are more in-depth than traditional news stories and go beyond providing the most important facts. The purpose of these stories is to provide a detailed description of a place, person, idea, or organization. You can use them to offer a special insight on some of these actors participating in the conference.

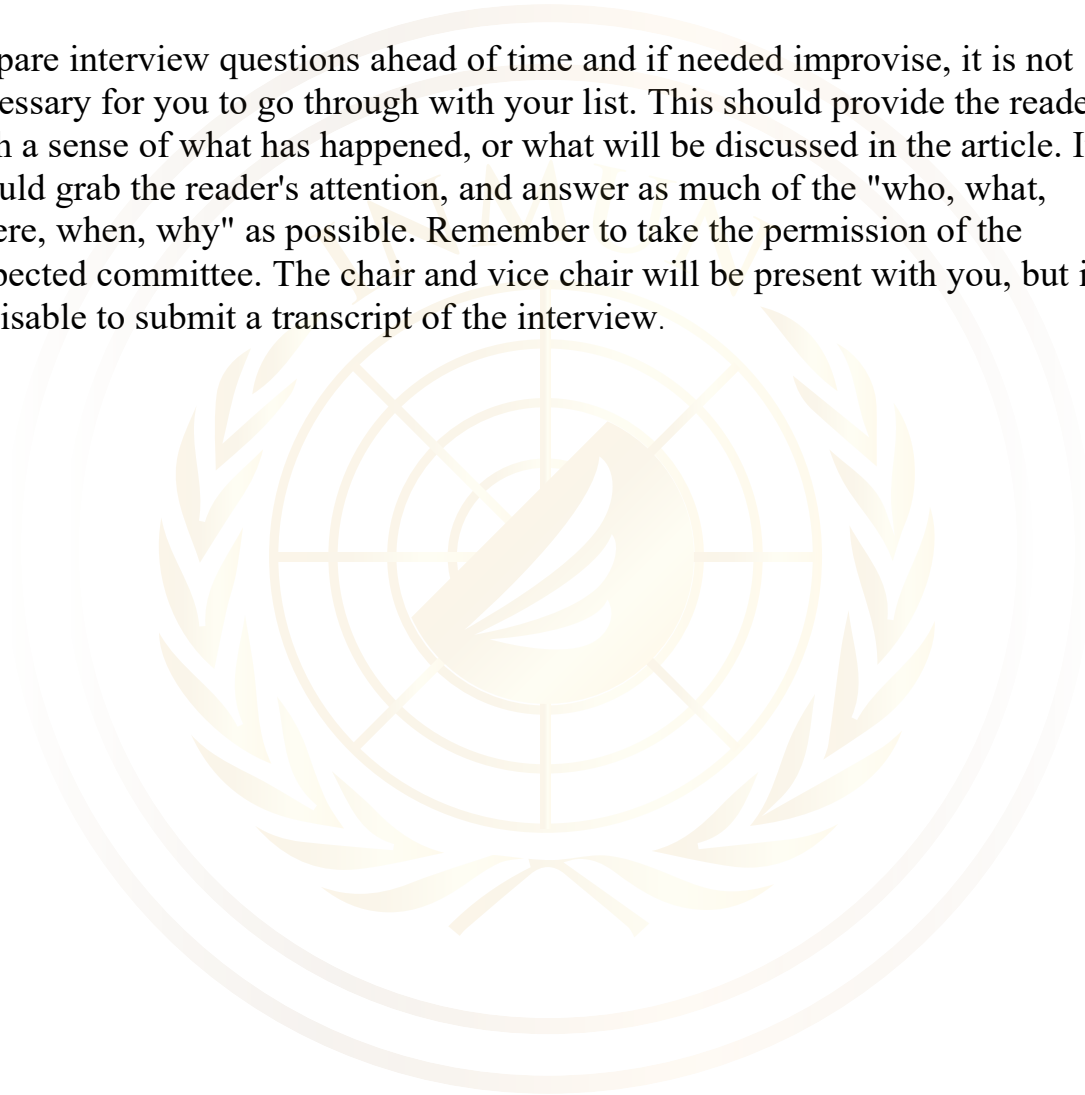


## INTERVIEWS:

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For interviews make sure to quote delegates word-for-word, and to spell their names and the countries they represent correctly. If you're questioning them, you can ask them to repeat a phrase in order to write it down. All factual briefings should be written in the third person, while op-ed pieces can use the first person. Briefings should be accurate and not deliver views, but you can get citations from delegates that would express a thought-provoking belief.

Prepare interview questions ahead of time and if needed improvise, it is not necessary for you to go through with your list. This should provide the reader with a sense of what has happened, or what will be discussed in the article. It should grab the reader's attention, and answer as much of the "who, what, where, when, why" as possible. Remember to take the permission of the respected committee. The chair and vice chair will be present with you, but it is advisable to submit a transcript of the interview.



# INTERNATIONAL CODE OF ETHICS:

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Below is the list of decorum and ethics followed by the International Press around the world. It is necessary to have set codes for journalistic integrity.

Duties:

1. Report and interpret honestly, striving for accuracy, fairness and disclosure of all essential facts. Do not suppress relevant available facts, or give distorting emphasis. Do your utmost to give a fair opportunity for reply.
2. Do not place unnecessary emphasis on personal characteristics, including race, ethnicity, nationality, gender, age, sexual orientation, family relationships, religious belief, or physical or intellectual disability.
3. Aim to attribute information to its source. Where a source seeks anonymity, do not agree without first considering the source's motives and any alternative attributable source. Where confidences are accepted, respect them in all circumstances.
4. Do not allow personal interest, or any belief, commitment, payment, gift or benefit, to undermine your accuracy, fairness or independence.
5. Disclose conflicts of interest that affect, or could be seen to affect, the accuracy, fairness or independence of your journalism. Do not improperly use a journalistic position for personal gain.
6. Do not allow advertising or other commercial considerations to undermine accuracy, fairness or independence.
7. Do your utmost to ensure disclosure of any direct or indirect payment made for interviews, pictures, information or stories.
8. Use fair, responsible and honest means to obtain material. Identify yourself and your employer before obtaining any interview for publication or broadcast. Never exploit a person's vulnerability or ignorance of media practice.
9. Present pictures and sound which are true and accurate. Any manipulation likely to mislead should be disclose

# POINTS TO REMEMBER:

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UNPC Journalists preparation prior to the conference:

- UNPC journalists should thoroughly study the study guide and the mandate of their respective committee.
- You should do thorough research on the Practice Debate and conference topics and have a good knowledge of your respective news agency.
- UNPC journalists must bring their own laptop/tablet, pen drive, necessary stationery, and other materials you may need. Make sure to inform the Heads of UNPC regarding any issues regarding devices beforehand. Efforts would only be made to attend to the necessary accordingly.
- If you wish to take photographs or record videos to support your written work, you must bring your own equipment to do so.
- Please take care of your electronic devices and other valuables, INMUN 2022 will not be held liable in the event of damage, loss, or theft.

# LETTER FROM THE EXECUTIVE BOARD

Dear Delegates,

**“Published at the right time and place, a photograph can change the world. One stopped the Vietnam war, and the other started the Arab Spring.”**

I welcome all photographers and other members of International Press on board. It gives me immense pleasure to introduce to you - the photographers' guide; and be a part of the Inspiria Model United Nations 2022.

The whole idea of this brief is not to let those efforts go waste that all photographers put in to click thousands of pictures. Also, those many pictures will not be worthy if you will deviate yourself from the guidelines provided in this guide.

Photographs serve as the memoir of all events; particularly so for conferences as these Model United Nations (MUNs). They are the repository of a delegate's memories as well as the testimony of a photographer's skills. This is the best chance to hone your photographic talents by infusing new techniques and capturing the best of the emotions.

Best wishes,  
Aakash Saha  
Photographer in Chief  
+91-6297519646.



# **Types of Submission**

## **1. General Submissions of Photographs:**

There must be at least 20 photographs per committee showing all members of that particular committee, with different perspectives. At least three of them should be at the time of a moderated caucus or a procedural vote when placards are raised showing maximum participation. You should also include five to eight photos of each of the Chairs and Delegates. Unmoderated caucus should also be covered.

## **2. Rules of Submission:**

Photographs, however they are not bound to that committee only. The Photographs shall be judged primarily on:

- ✚ Composition
- ✚ Meaning and the overall impact it has
- ✚ Framing
- ✚ Storyline/Story Telling.
- ✚ Lighting

## **3. Deadlines:**

The deadlines for the submissions can be expected somewhere between 2pm to 3pm for both the days, however it would be clarified earlier the same day. Exceeding this deadline is unacceptable and may lead to disqualification.

## **4. FORMAT:**

Your submissions will be named in the following manner: your name, committee followed and the day, all separated by an underscore. Submit your photographs in a folder titled in the manner:

“AakashSaha\_DISEC\_day1”.

## 5. SOMETHINGS TO KEEP IN MIND:

1. **Carry your own laptops**, as it will be used for sorting the pictures.
2. Please ensure that your **batteries are fully charged**, and you have spare memory card in case you face any problem with your primary storage.
3. Stick to your deadlines!

Wish you all the best!

Have fun.