

## **LETTER FROM THE EXECUTIVE BOARD**

Greetings IP members!

Welcome aboard the International Press of SNIS MUN 2021. We look forward to facilitating an intense mind - boggling experience that will always be cherished. The International Press is the binding force between the people and their rulers. Further, it is also a medium for unspoken words and unvoiced opinions. As members of the International Press, you are required to adhere to the highest standards of diplomacy and transparency. In the words of Stephen King, 'Description begins in the writer's imagination, but should finish in the reader's.' The scariest moment is always just before you start. You have been entrusted with the task of uplifting the ideals of ethical journalism by providing the most factually accurate and relevant information. Such great responsibility is coupled with the highest standards of care. Our vision is to ensure that this is a learning experience and we hope to embark upon this journey creating a magnificent fusion of words and experiences. There will be obstacles in your path, but to learn, you've to be willing to push yourselves. In the words of William H Gass, 'The true alchemists do not change lead into gold; they change the world into words.'

Regards,  
Executive Board of International Press

## **JOURNALISTS**

**What role does a Journalist play at a conference?:** Each journalist will be assigned a committee to report for. As a journalist, your role would be to provide detailed reports about the deliberations and proceedings of the committee or pieces to bring out your own opinion on the agenda. The articles should be original, sensible, unique, and concise. Diplomacy, formality, and impartiality should be maintained throughout the articles composed during the course of the conference. Every journalist should strive to bring out articles that are representative of the discussions as well as the individualism that the journalist has to offer.

**How to prepare yourself before the conference? (Research):** Research plays an extremely crucial role in your articles. As a journalist, you must have a thorough understanding of the agenda item of the committee that you are reporting for. Detailed research about the respective committees and agendas would definitely reflect in your writing. At no point in time should any journalist report factually incorrect content. False or misleading information in articles will be highly looked down upon. Only factually correct statements should make it to your articles, which is where the role of qualitative research comes in. Also, when researching about the agenda, try to obtain information from only reliable sources (For example Reuters).

## **GUIDE FOR ARTICLES**

A journalist is expected to write different kinds of articles which portray information in different ways. This section aims to elaborate on the various formats and types of articles that you will be encountering throughout the course of the conference.

1. **BEAT-BASED ARTICLE:** A beat-based article is supposed to revolve around a single event, concerning a specific statement or subject of discussion. The entire article may be written elaborating on one statement or multiple statements highlighting a particular

event. It should talk about the preceding events in terms of what established the discussion, and succeeding events as to what were the explanations, counter-arguments, and the conclusion. The titles should be news headlines and catching the “beat” should be the focus.

2. **REPORT:** These should focus on reporting the events and occurrences of the committee as they happen. It should essentially emphasize the context and direction of deliberations, including quotes from delegates/representatives, main facts, and so on. It should be concise, comprehensive, and most importantly, accurate. The entirety of the discussions of the committee should be emphasized upon. However, sensational journalism is not recommended.
3. **OPINIONATED EDITORIALS (OP-EDs):** Opinionated editorials or simply Op-Eds are those where the journalists express their stance and views on the agenda. These ideally consist of some commentary on the proceedings of the committee, and opinions evoked by facts and factual events. These must follow a respectful tone, regardless of whether the opinions presented are positive or negative. Here, the clarity of opinion should be established from the very beginning of the article and the titles should be captivating.
4. **FEATURE ARTICLES:** A feature article is a creative piece, which can be written in unconventional formats like a letter, short story, diary entry, poem, etc. These might not necessarily have a point but should have a background of the agenda and its consequences on stakeholders. Here, journalists should aim at bringing out of the box ideas to the table. These make use of fancy vocabulary, high sounding words, and phrases as well as literary devices and figures of speech like metaphors and simile. A good feature is one that is emotionally appealing to its audience and paints a picture in terms of ground-level realities. The titles should be short and creative.
5. **INTERVIEW:** This provides an opportunity for direct interaction with one or more delegates/representatives or a member of the Executive Board. The questions must be precise and must be verified by the Executive Board of the International Press. The format should be that of a report. Reporters are to ensure that the essence of the views put forth remain intact. The format is a Q/A format, with 3-5 questions followed by their answers.
6. **FILLERS:** Filler articles are short pieces, in no more than 100-150 words, and must necessarily have an element of humor or satire in them. These can be informal and casual. Journalists can choose to present comical comments on delegates/representatives or happenings of the committee. Fillers don't necessarily have to be about the agenda. These can be sent at any point in time throughout the conference.
7. **FUSIONS:** As the name suggests these articles is a mix/fusion of two or more kinds of articles. To write these articles you should know every kind of article in detail. For example, let us say that you have been given a task to write a fusion between a feature and a filler article, now we know that features are small satirical pieces with a word limit of 100-150 words. So, this article will be satirical and the word limit will be 100-150 words. Feature articles are creative pieces, written in unconventional formats, and good vocabulary is used. Thus, the final fusion articles will have the following elements:
  - It can be anything: a story, a letter, a poem or even a diary entry.
  - Word limit: 100-150 words. Please note that since the word limit for fillers is clearly stated, and thus, we are considering that. Not all Fusions will have the same word limit.

- Usage of good words and phrases

### **PRESS CONFERENCE**

Press conferences, mostly held towards the final day of the conference, give journalists the power to question the direction of the committee as a whole as well as the stance taken by delegates/representatives in particular. Journalists are required to prepare separate questions that they wish to ask. Fact remains that spontaneous follow-up questions based on the answers fetch brownie points to journalists.

### **IMPORTANT THINGS TO REMEMBER:**

- The articles should be written in the font “Times New Roman”, the size, alignment, and formatting of content being as follows:
  - Title - 16, Central alignment, Bold.
  - By-line - 14, Central alignment, Italics, Blue.
  - Body - 12, Justified alignment.
- Adhere to word and time limits. Failure to follow the same will get you marked down.
- Checking your spellings and grammar before the submission is extremely important. Do make sure to do that to avoid losing marks on that.
- When quoting, make sure to do that accurately. The exact statements should be quoted with correct names.
- Title and by-line are extremely important as they give the audience the first impression of your message. Regardless of the format, these are an essential part of the article and in no case, should be omitted. The title and by-line are excluded from the word limit.
- When naming nations, use official portfolio names. (e.g.: India-The Republic of India, USA-The United States of America, etc.)
- Try to avoid the use of abbreviations.

***Note:*** Ask your doubts as many times as you wish to do so and make sure you understand everything in this Background Guide (it is extremely important for you to do so).

### **RULES AND REGULATIONS**

1. Reporters are required to adhere to our Lingua Franca, British English
2. Abbreviations are to be used only once they have been introduced. For example, A Life sentence in the United Kingdom (UK) does not necessarily mean a prisoner will spend the rest of their days in prison.
3. Plagiarism will be dealt with strictly.
4. Deadlines are of prime importance. In the words of William Shakespeare, ‘Better three hours too soon than a minute too late.’
5. Numbers within a hundred must appear in words whereas; anything beyond a hundred can be expressed in numbers.
6. Stick to the timeline of your committee. If your committee is based on an event in history, adhere to the time period of that event.
7. Avoid using contractions in sentences. For example; use ‘do not’ instead of ‘don’t’, ‘cannot’ instead of ‘can’t’.
8. Sentences must be well punctuated with the inclusion of semicolons, full stops, apostrophes, and hyphens/dashes wherever necessary.

9. Diplomatic courtesy must be maintained while reporting. Ensure that negative language used by any delegates/representative is expressed very subtly without offending anybody.

10. In your articles, refrain from mentioning things like, 'The Board entertained a motion to break for lunch.'

11. All facts and figures are to be cited, and sources are to be compiled at the end of the articles.

## **CRITERIA FOR MARKING**

### Articles-

- Content
- Rhetoric
- Structure
- Adherence to the word limit
- Punctuation
- Sentence Formation
- By liners
- Punctuality
- Grammar
- Relevance
- Coherence

### Press Conference-

- Research
- Subtlety
- Spontaneity

### Miscellaneous-

- Brownies
- Media Bias