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DPS KARNAL MODEL UNITED NATIONS

International Press Background Guide



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LETTER FROM THE EXECUTIVE BOARD

To all the international press members. We are delighted to have you on board for DPSK MUN and are extremely honoured to be working with you over the two days of the conference. We, Tejal and Allam, are passionate, empathetic writers, and photographers who have immense respect for the idea of the Free Press. As humans, we tend to only value freedom when it is snatched away from us. However, are we still as united today as we were during the dark days of colonial rule? Have we, in some sense, lost our regard for freedom? Have we, by any chance, taken our freedom for granted? You, the young journalists, and photographers of the International Press, stand as a powerful, awe-inspiring force, screaming to the world, “No, we have not!” The Press is the forgotten fourth pillar of democracy. It has cracks, and sometimes it might even appear to be on the verge of collapse. Nonetheless, it still stands. It is our job, as its sustainers, to not only make sure it continues standing, but also to mend the cracks and renovate the pillar, thereby adding strength and resilience to it. The work we expect from you, the work for which we have prepared this background guide, is work that is an ode to this responsibility of the youthful sustainers of the Press. News media must be honest, creative, and informative. Through this background guide, we seek to assist you in understanding how you must make your work this way. We believe in you immensely and would just like you to keep in mind one thing for the entire conference : Be original, be bold, and be fearless in all that you create!

Regards

Tejal Sharma – Head of journalism

Allamveer Dhillon - Head of photography and caricature

INTRODUCTION TO INTERNATIONAL PRESS (IP)

The IP stands as the heartbeat of our conference, providing a dynamic platform for budding journalists, photographers, and media enthusiasts to chronicle the unfolding events, debates, and resolutions that shape our sessions. The International Press for journalists and photographers is a platform to explore the crises at hand and present them to the masses, with content that is immaculate enough to present it to a wider audience through accurate, engaging, and insightful reporting. IP produces detailed analyses, features, and opinion pieces addressing the complex issues of global affairs. The IP aims to contribute to informed debate and dialogue in the fields of human rights, economic development, and geopolitical conflicts by offering a more nuanced view on critical issues.

JOURNALISM

Journalism is the activity or profession of gathering, assessing, creating, and presenting news and information to the public. It involves the investigation and reporting of events, issues, and trends to provide a factual, timely, and comprehensive account of current affairs. Journalism serves as a watchdog, holding powerful entities accountable and ensuring that citizens are informed about matters that impact their lives and communities. Journalists collaborate with diplomats and report on the resolutions adopted and conference proceedings.

Code of Conduct

- All Press members are advised to maintain proper decorum during committee proceedings.
- Should any queries arise, members are requested to raise their hand and await recognition from the Chair.
- During briefing sessions, reporters are expected to participate actively and seek clarification where required.
- Ensure that all electronic devices are adequately charged and that every essential is at hand.
- Journalists are required to bring their laptops and a pen drive.
- Submissions shall be accepted via email.
- Diplomatic courtesy must be observed at all times. Derogatory remarks directed at conference staff or fellow delegates will result in immediate disqualification from the conference.

Reporting & Research

One of the foremost responsibilities of a journalist within the International Press is formal reportage. Reporters are primarily required to **cover proceedings and communicate them to a wider audience** in the most structured and concise manner possible. To this end, they are expected to take meticulous notes and submit articles that accurately capture the major discussions and developments within their assigned committees.

An exemplary news report is well articulated, **neutral in tone and opinion**, and capable of conveying the essence of the committee's proceedings with clarity and precision.

All members are expected to understand that, just as delegates are role-playing as representatives of nations, reporters are representing the International Media. Statements made by a delegate within a public forum carry official weight and have repercussions within the international community. Accordingly, reporters must be capable of processing and critically analysing all such statements.

Research must be accurate and derived exclusively from reliable, verifiable sources (cite your sources where necessary). Research is a secondary component of the article; reporters must ensure their submissions contain authentic committee proceedings as well as an element of individual creative contribution.

Points to Remember

- **Abbreviations:** Only standard acronyms and approved abbreviations may be used. Prior to employing an acronym, the full form must be stated once in brackets.
Example: United Nations (UN).
- **Apostrophes:** This punctuation mark is to be used solely to indicate possessive nouns or secondary quotations. Apostrophes are never used to indicate plurals.
- **Formal Language:** The use of first-person and secondary quotations is not recommended.
- **Diplomatic Courtesy:** While reporters are encouraged to faithfully record the statements of representatives within the simulation, no quotation should violate the principles of diplomatic courtesy. All articles and features to be included in the newsletter will be carefully reviewed to ensure that all content remains courteous to every participant. Should a reporter consider a quotation by a representative to be discourteous, they are encouraged to rephrase the statement in an appropriately diplomatic manner. Members of the board and fellow delegations must be addressed by their correct title.
Examples: "The Delegate of the United States of America" or "Honourable Chair."
- **Tenses:** Maintain consistency of tense throughout your article. Articles should ideally be written in the **past tense**.
- **Quotation Marks:** In accordance with Standard English grammar, punctuation at the conclusion of a quotation must always appear inside the closing quotation mark ("Example.").
- **Grammar and Punctuation:** These must not be compromised under any circumstances. A thorough spellcheck of the final draft is mandatory.
- **Brevity:** Keep your article brief and precise. Council reports should ideally not exceed **350–500 words**.

TYPES OF ARTICLES

BEAT- BASED ARTICLE

A **beat-based article** is a type of article focused on a **specific subject**, called the **beat**. This beat is a **sub-topic or sub-agenda** discussed in the committee. It is a **specialised article** that needs **detailed research** and gives more information to the reader.

The **beat must come from the discussions in the committee** and should be important enough to catch readers' attention. It becomes the **main concern** of the article, and all the content should follow this central idea.

To find the beat, you must be **actively present in the committee** and pay attention to the direction of the discussion. Use the **first half of the day** to collect data and decide on the beat. Then, use the **second half** to support it with facts.

- A beat-based article is **factual and specialised**, and can include **direct quotes** from delegates and **statistical data**.
- It does **not include personal opinions** and is limited to what happened in the committee around the beat.
- The article must include **correct data, delegate names, and accurate facts**.
- Using **factual details** and **quotes** makes the article more trustworthy.
- Once the beat is chosen, the writer can also highlight a specific part of the topic using **their research**, as long as it connects to the committee's discussion.

OPINION BASED EDITORIAL (OP-ED)

Opinion Editorials are articles wherein the Journalists are expected to **express their point of view**. Op-Eds are based on the agenda of the committee discussion. Here, the Journalist talks not only about the discussion at hand, she/he also offers their point of view. We expect the Journalists to be well-read with agendas of their specific committees, so that the article put forward shows their research as well as their knowledge. Having an opinion is of utmost importance in an Op-Ed, and this has to show through the style of writing chosen. Some of the functions that op-eds perform include, but are not restricted to:

1. Debating a proposition and/or providing rebuttals
2. Providing background and/or historical perspective on a contemporary issue
3. Highlighting aspects/dimensions that are hitherto not covered by 'news pieces'
4. Provide suggestions and/or map out a plan of action
5. Explain an idea, concept in immense detail.

FEATURE ARTICLE

A feature article is a very creative task. It is a persuasive and informal text that expresses an opinion, informs the reader about a subject, and is enjoyable to read. Feature articles differ from many other kinds of news articles because they share a general perspective on a subject instead of reporting news about a particular situation. This makes feature articles last for longer, as they're less likely to lose relevance as time passes. **Features allow the journalist to unleash their creativity in the form of poetry, prose, diary entries, open letters, and a lot more.**

These, however, need to be committee-centric; otherwise, they do not serve the purpose of being a part of a newsletter.

COMMITTEE REPORT

Committee Report means the minutes of a committee meeting containing any committee recommendations. A committee report includes the overall proceedings of the committee. It is one of the easiest pieces to write if you were an active listener during the committee. Your objective should be to sum up the entire committee, discussions and deliberations, solutions, etc., in one single report.

INTERVIEW REPORT

An interview report is a written record of a professional, guided conversation. These reports may be intended for the public as published articles interviewing an important or public figure. An interview report, or summary, is a document that comprises all the information you receive from an interviewee throughout an interview. This document's purpose is to summarise information from the meeting for others. A report can include excerpts from the conversation between the interviewee and the interviewer. The interviewer develops the report from the recordings of the interview, so they can add accurate information about what the interviewee said and comments, and descriptions regarding them. Typically, the interviewer only adds the main ideas from the interview, instead of a literal transcription of everything the interviewee noted during the conversation. A journalist may interview a delegate, an Executive Board member, or a Secretariat member, depending on the portfolio assigned to them. A journalist may interview during an unmoderated caucus, lunch, or when the concerned person feels like it.

FILLER ARTICLE

Filler articles are filled with humour, comical, informative, and satirical, and are also generally shorter. It could be related to the agenda, committee proceedings, or MUN in general.

EB PROFILE

The EB member profile is a joyful and cheerful task. A mostly amusing and light-hearted piece which has the purpose of being an entertaining read. This may be drawn from, but is not limited to, an individual's amusing habits, how they are dealt with by committees, their attitude towards other people, and their thoughts on themselves. You're welcome to use satire, sarcasm, and humour, but don't make an article a list of insults.

BREAKING NEWS ARTICLE

It is a short article, a few lines, and eye-catching news. It could be a controversial statement by a delegate or an event that took place in the committee.

PRESS CONFERENCE

A press conference is a scheduled event where an individual or organisation speaks to the media and answers questions from journalists. It is a way to communicate messages directly and engage with the press in real-time. The main purpose of a press conference is to check whether the delegates have a keen and in-depth knowledge of the agenda. For reporters, however, it also means a session where they can target and ask any delegate if they have a question they feel like asking. It can vary from really controversial things that will roast them and will give them a hard time answering, to basic ones, such as a clear stance on the agenda.

- Q&A Session: Open the floor to questions from journalists.
- Be Prepared: Thoroughly prepare for the event, anticipating potential questions that you can ask.
- Stay On Message: Stick to your key messages and avoid being sidetracked by off-topic answers.
- Be Transparent: Ask clear questions. Engage with the delegates: Build positive relationships with delegates by being responsive and respectful.
- Follow Up: Ensure that any additional information needed by the delegate is provided promptly after the event

GUIDELINES FOR ARTICLE FORMAT

All submissions need to be saved and submitted in the following format via email:

ArticleType_YourName_Committee_

Each submission has to follow these specifications:

Headlines: 16 (bold)

Byline: 14 (right aligned)

Body text: 12

Font Style: Times New Roman

Word Limits: have to be taken into consideration. The word limit shall be informed during the INTERNATIONAL PRESS Briefing Session on the day of the conference (however, +/-40 words do work).

Bylines and headlines have to be provided. **Submissions have to be made via email.**

Re-read each article piece before submission and ensure the submission is free from plagiarism. The usage of grammar and punctuation must be impeccable, remember, we are looking for creativity, and it is your job to ensure that the work you put forward is your creative best.

The deadlines have to be carefully adhered to, or else the journalist might have to face negative marking. The deadlines will be notified during the Briefing only. The press is the source of information for the rest of the world, and therefore, it is expected of journalists to be extensively researched with both factual and statistical data.

Journalists should stick to reliable news sources such as the UN and World Bank reports, Reuters, national government agencies (for the respective country's data),etc. Empowered by truth, driven by creativity, and guided by fearless expression, unleash your journalistic excellence to shape the narrative and inspire the world! I hope the odds are in your favour.

Judging Criteria (Journalism)

- Facts, Accuracy and research
- Quotes from Delegates
- Format
- Word Limit
- Deadline Adherence
- Grammar & Language
- Creativity
- Heading
- Content & Structure

All the best !

PHOTOGRAPHY TRACK

The Exposure Triangle

Element	Range / Value	Primary Function & Effects
Aperture	f/1.4 to f/32	Functions like the iris of the eye, controlling the size of the lens opening and the amount of light entering the camera. Lower f-stop = more light and a shallower depth of field (blurred background). Higher f-stop = less light and a greater depth of field (sharper scene).
Shutter Speed	1/4s to 1/8000s	Denotes the duration for which the shutter remains open. Slower shutter speeds allow more light to enter but may introduce motion blur. Faster shutter speeds allow less light to enter and freeze motion, producing sharper images.
ISO	ISO 100 to ISO 25600	Controls the camera sensor's effective sensitivity to light. Lower ISO produces cleaner images with less digital noise. Higher ISO increases brightness in low-light conditions but introduces more visible grain/noise.

Shot Sizes & Composition

When photographing people, an awareness of body cuts is essential. These cuts play a critical role in the framing of a photograph. Thoughtful application of body cuts will not only enhance the compositional quality of the image but also render it more visually compelling.

Standard Shot Sizes:

- Extreme Close-up (Details)
- Close-up (Head and Shoulders)
- Medium Close-up
- Medium Shot (Waist Up)
- Medium Wide Shot
- Full Shot / Wide Shot (Head to Toe)
- Insert (Close-up on an Object/Detail)

Common Photography Pitfalls to Avoid

1. **Out of Focus:** When the principal subject is blurred while the background remains sharp, the result is distracting and diminishes image quality.
2. **Over- and Under-Exposure:** All photographs must be correctly exposed. Underexposure or overexposure compromises image quality by introducing insufficient or excessive light.
3. **Over-Saturation:** Causes colours to appear excessively vivid, resulting in an unnatural or burnt appearance.

4. **Framing:** Ensure that important parts of the subject are not unintentionally cropped at the edges of the frame. Every photograph should have a deliberate and well-balanced composition.
5. **Motion Blur:** Delegates are frequently in motion. A faster shutter speed is strongly recommended to capture sharp, well-defined images.

Expectations & Code of Conduct

Research & Punctuality

A well-researched approach adds perspective and substance to your photographs. All photographers are required to arrive punctually for briefing sessions and to adhere strictly to all submission deadlines. Photographers should account for technical difficulties (e.g., corrupted memory cards or depleted camera batteries) and prepare accordingly.

Submission Rules

- Deadlines will be communicated each day during the briefing session (generally around lunch).
- Submissions must be made via a virus-free pen drive labelled with the photographer's name.
- Sharing equipment or pen drives is prohibited.
- All photographs must be submitted in JPEG format only.
- Save all photographs inside a folder named:

YourName_Day1/2/3_SubmissionType

Candid Policy

All photographs must be candid in nature. Posed or planned photographs will not be accepted. Post-production editing and the use of flash photography are strictly prohibited.

Mandatory Events

All photographers are required to cover the Opening Ceremony. The Rule of Thirds should be applied wherever possible to create balanced and visually engaging compositions.

Judging Parameters (Photography)

Submissions will be evaluated based on:

1. **Submission**
2. **Purpose of Photograph**
3. **Composition**
4. **Colour**
5. **Exposure**
6. **Explanation of the Photograph**

CARICATURISTS & ILLUSTRATORS TRACK

Core Responsibilities & Expectations

- **Visual Satire:** Caricaturists are responsible for capturing the political tension, **humorous debates, and distinct personalities** within their assigned committees through editorial cartoons and illustrations.
- **Balance of Wit and Respect:** While caricatures inherently exaggerate physical features or behavioural quirks, submissions must remain intellectually witty rather than purely insulting. Malicious, derogatory, or discriminatory drawings (based on race, gender, religion, or nationality) are strictly prohibited and will result in immediate disqualification.
- **Research-Driven Art:** Just like journalists, caricaturists must thoroughly research the committee agendas. A great caricature is a visual commentary on a delegate's actual policy stance or a major shift in debate, rather than merely an arbitrary sketch.

Structural Categories

During the summit, caricaturists will focus on three types of visual submissions:

Category	Core Purpose & Focus
1.Editorial Cartoons	Single-panel illustrations that comment directly on the committee's agenda or topic (e.g., a satirical take on a gridlocked crisis block or a flawed resolution proposal).
2.Delegate Caricatures	Character sketches focusing on a specific delegate's memorable speech, repetitive catchphrases, or distinct behavioural stance during committee proceedings.
3.Comic Strips	Short multi-panel strips (3–4 panels) that narrate a humorous timeline of events or a specific debate dispute between opposing country blocs.
4.Committee Based Cartoons	Unlike agenda-based cartoons, committee-based cartoons focus on portraying the proceedings of the committee itself. Select a particularly humorous, memorable, or controversial statement made by a delegate and creatively illustrate it in a witty and clever manner
5. Fillers	Fillers may be agenda-based, committee-based, humorous, satirical, or any other relevant concept. Participants are free to experiment with different formats such as storyboards, gags, comic panels, or other creative layouts.
6.Executive Board Caricature.	original caricature of an assigned Executive Board member that captures their distinctive features, personality, and role within the conference. go beyond a simple portrait by incorporating humorous annotations, witty labels, speech bubbles, or visual references that reflect the member's leadership style, memorable catchphrases, habits, expressions, or other recognisable traits

Code of Conduct & Common Pitfalls to Avoid

- **No Plagiarism:** All artwork must be 100% original. Tracing existing internet memes or copying another artist's concept is strictly forbidden.
- **Equipment Requirements:** Caricaturists must bring all their own supplies. Digital artists must bring their own tablet/laptop and cables. Traditional artists must bring high-quality paper, pens, inks, and markers. Items cannot be shared or borrowed.
- **Digital Limitations:** For digital artists, standard digital drawing tools are allowed. However, the use of AI-generated artwork, auto-tracing filters, or third-party presets will result in an automatic score of zero.
- **Candid Observation:** Caricaturists should observe the committee naturally. Do not disrupt committee decorum or ask delegates to pose for sketches.

Submission Rules

- **Digital Artists:** Submissions must be exported in high-resolution JPEG or PNG format.
- **Traditional Artists:** Physical drawings must be neatly scanned or photographed under flat, high-quality lighting with no shadows before being submitted digitally.
- **File Naming Convention:** Save files following the standard Press protocol:

Name_Day(number)_CommitteeAllotted_Caricature

Judging Parameters

Submissions will be evaluated based on the following six parameters:

1. Creativity & Originality
2. Relevance to Agenda
3. Artistic Skill & Execution
4. Humour & Satire
5. Diplomacy
6. Punctuality to Deadlines

All the best!