



In collaboration with  
The Samarth School, Delhi

# INTERNATIONAL PRESS CORPS ~BACKGROUND GUIDE~

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## *Letter from the International Press Facilitators*

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Greetings international press corps,

We feel extremely honoured to invite you to be a part of International Press at the **FairGaze MUN in collaboration with The Samarth School, Delhi.**

*“Journalism can never be silent: that is its greatest virtue and its greatest fault. It must speak, and speak immediately, while the echoes of wonder, the claims of triumph and the signs of horror are still in the air.”*

This quote by Henry Grunwald, best summarizes journalism as a whole. The anthem of press is to be fearless and without any bias. The vision here is to create a journal which echoes the power of press. We are here, to simulate articles and artworks which give the readers food for thought combined with well-placed satire.

On the journey of being a press representative, all you need is the knowledge that ink is extremely powerful and in your hands is the power to change world-wide views and perspective. Remember, an ideal press member is an interjector during simulations of international organizations and whose think-tanks requires more research and presence of mind than an international delegate.

Hopefully this guide is helpful in your journey as International press delegates.

**Editor in Chief**

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## *Overview and insight*

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The best way to prepare for writing articles in press corps committees, along with everything else in them, is to practice. Before the conference, read other news articles and try writing your own, following a similar style. This will help you write more efficiently during the conference.

I, as your editor in chief expect unbiased facts and content which moves people on the current issues discussed during delegations. The International Press for Journalism is your turn to shine and showcase the talent of your ink on a huge platform. Journalism is a story telling or more like a re-telling but the control and power lies in your hands. Letting people know the truth is your responsibility and so is being faithful to them.

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## *Golden tips*

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You can take these best practices into account, not only for this Model United Nations Conference but for other Model United Nations Conferences as well.

- All submissions need to be made in the following format: YourName\_Committee\_ArticleType\_Day. For example, if I am a journalist writing a beat for UNEA on Day 1, then I submit it as - Bhavna\_UNEA\_Beat\_Day1
- Each submission has to follow these specifications:
  - ❖ Font-
    - For headlines: Size 14 or 16
    - For body text: Size 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 +/-20 words do work),

- ❖ By-lines and headlines have to be provided, For example, “Is Kashmir only a piece of international politics and propaganda? Are the Kashmiris only meant for exploitation? Is Kashmir issue only a sensitive tension because it implores a threat to security? Or do officials actually consider it sensitive to the humanitarian crisis? Kanak Kotnala explores the facts and implores her opinions, for the topic being, Indo Pakistan with special emphasis on the United Nations’ Security Council’s Resolution 47.”
- Submissions have to be made via email
- Re-read each article piece before submission and ensure no kind of plagiarism is hunted,
- The usage of grammar and punctuation must be immaculate,
- Remember, we are looking for creativity, and it is your job to ensure that the work you put forward is your creative best,
- Language used has to be simple and understandable. While using big words may seem enticing, you need to understand that not everyone understands heavy English, and even if they do they do not have the time to decipher tough words,
- 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 International Press Briefing only.

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### *Types of articles*

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The types of articles mentioned below are the ones expected to be followed during the reports. Not adhering to one type and including different styles into one article will result in deduction of marks.

#### **1) FEATURE**

A feature article is a news story that goes beyond the facts to weave in a narrative and tell a compelling story. A feature article differs from a hard news story as it offers an in-depth look at a particular subject, current event, or

location to audiences. A good feature story will keep the reader’s attention until the end, delivering a fleshed-out narrative and creating a lasting impression.

**Structure and organisation:**

<p><b>Introduction</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Headline:</b> to identify the focus of the feature; attention grabbing</li> <li>▪ <b>Subheading:</b> provides an angle or point of view</li> <li>▪ <b>By-line:</b> to identify the expert or journalist writing the report</li> <li>▪ <b>Hook:</b> An interesting first sentence to ‘hook’ readers’ attention and establish a point of view through a direct statement, example or hypothetical question.</li> <li>▪ <b>Introductory paragraph:</b> This paragraph expands on the hook and establishes the writer’s tone and focus for the article</li> </ul>
<p><b>Body</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Paragraph 2:</b> first main point. An explanation of how this person/issue has contributed to society. This should be an interpretation of events in the author’s own words.</li> <li>▪ <b>Paragraph 3 onwards:</b> further main points provided to explain interesting events or achievements about the person/issue to inform the reader /delve into the issue further. Facts, evidence, quotes, challenging questions to the reader, opinions are included in these paragraphs.</li> <li>▪ <b>Photographs, tables, diagrams and graphs</b> are often used to accompany the text in feature articles to provide facts or evidence to support the author’s explanation and interpretation of the person/issue/events.</li> <li>▪ Can include <b>highlighted pieces of text</b> to emphasise specific events or quotes</li> </ul>
<p><b>Conclusion</b></p>	<p>The concluding paragraph should leave a lasting impression by:</p> <ul style="list-style-type: none"> <li>▪ Reminding the reader of the article's main idea</li> <li>▪ Suggesting an appropriate course of action</li> </ul>

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|  | <ul style="list-style-type: none"><li>▪ Encouraging a change of attitude or opinion</li></ul> |
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### Some helpful tips

- Make them as creative as possible,
- Make sure they are committee-centric,
- For Example, in a committee debating about the Syrian crisis, the journalist could write a feature from the point of view of the Syrian refugees, children, and et cetera, the possibilities are endless,
- Features, while do not require a heavy work on research, but stand for the purpose of influential symbolism to reflect the agenda at hand,
- While we understand that limiting creativity to a word limit is not right, you have to keep in mind that this is, eventually, a newsletter, and we need to stick to a word limit.

## 2) INTERVIEWS

Interviews are another very crucial feature of any Model United Nations conference. These can be conducted in person or via chits, because we understand that catching hold of any delegate while the committee is going on is not possible. A source - anyone a journalist interviews - can provide the following elements that are vital to any news story

- Basic factual information,
- Perspective and context on the topic being discussed,
- Direct quotes,
- Ideas on how to approach the story,
- Names and contact information of other people to interview.

### Points to remember for conducting an Interview:

- Research is necessary,
- Do not necessarily stick to your prepared questions if you see the delegate giving you better, more meaningful information,
- Stick to not more than 3-4 questions per delegate,
- Keep the transcribing concise and to-the-point,

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- Include all important information the Interviewee speaks about
- Be authentic and feel free about speaking on issues.

**All interviews have to be submitted in a questions/answers form.**

### 3) REPORTS

In an MUN conference, a report is a summary of events that have taken place in the committee. Here, however, one needs to remember that we do not expect you to write about the discussion on Rules of Procedures (RoPs) - by summary, we mean quality content that has been spoken about in the committee. Reports are formal, neutral and concise. They explain the happenings of a committee without personal bias, and journalists have to ensure that they cover the event to its entirety. They need to ensure that someone who is not a part of the committee can still read a report to understand what is going on. Incidents may be reported, but they cannot have an opinion.

- The data used in a report should use the correct data, including the names of delegates and the facts stated.
- The inclusion of factual details and direct quotes of the delegates enhances the credibility of the article.

**Citations (here, direct quotes) from the content verbalized by any delegation is to be entertained.**

### 4) EDITORIALS-

Opinion Editorials are articles wherein the journalists are expected to express their own point of view. OpEds can be based on the Agenda of the committee discussion. Here, the journalist talks not only about the discussion at hand, she/he also offers their own point of view.

I expect the Journalists to be well-read with agendas of their specific committees, so that the article put forward show their research as well as their knowledge. Having an opinion is of utmost importance in an OpEd, and this has to show through the style of writing chosen.

**Things to keep in mind while writing an OpEd:**

- It should be based on verifiable facts, but should not necessarily contain them

- It is bound by word limit, and hence you need to be concise and to the point.
- It has to express opinions- however; opinions do not mean baseless arguments.
- The number of aspects covered in an OpEd's argument is upto the author, but it is necessary to keep in mind that the argument(s) showcased are not too fuzzy.
- Arguments should be comprehended in a manner that they lead to a final concluding paragraph and not just an abrupt ending.

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***SOME ELEMENTS TO KEEP IN MIND TO ENCOURAGE  
PROFESSIONALISM:***

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- ✚ **Abbreviations-** No periods should be used separating letters of an abbreviated organization or agency. Only standard acronyms and approved abbreviations should be used. Some example abbreviations include ECOSOC, GA, HSC, ICJ, IPD, NATO, UK, UN, US, USSR.
- ✚ **Apostrophes-** This punctuation mark will only be used to indicate possessive secondary quotations. Apostrophes are never used to indicate pluralization.
- ✚ **Currency-** Dollar values are displayed with the appropriate currency symbol.
- ✚ **Capitalization-** Nowhere shall anything but Abbreviations be capitalized. **Books and print sources-** Names of all books and print sources should be capitalized and italicized, such as the newsletter, New York Times and The Economist.
- ✚ **Developing nations-** Within the international community, the use of the term "third world" is actively discouraged. No nation will be referred to as "Third World."
- ✚ **Diplomatic courtesy-** While Reporters are encouraged to faithfully report on the statements of representatives within each Excalibur MUN simulation, no quotation should violate the dictates of diplomatic courtesy. If a Reporter feels that a quotation by a representative is discourteous, the

representative should be encouraged to rephrase the statement in a more courteous fashion or risk having it omitted from the Reporter's article.

- ✚ **Names-** Reporters should never guess the spelling of a person's name or portfolio to be reported. Verbal verification is mandatory on all named sources. Naturally, all proper names are capitalized.
- ✚ **National references-** When referring to any UN Member State or Observer, standard UN country names should be used. These names match those with which each nation signed the UN Charter. For example, the People's Republic of China should always be referred to as "China." Additionally, some national names are longer than those commonly used. For example, Libya is recognized at the UN as "Libyan Arab Jamahiriya." **Numerals-** Any numeral ten or less should be spelled out in English.
- ✚ Numerals over ten are reported using standard Arabic numerals, such as in 2001.
- ✚ **Spacing-** One space is used to separate words, as well as following commas, semicolons, colons, and periods.
- ✚ **Spelling-** Reporters should be sure to spell-check all articles before the editorial deadline. This will greatly assist the Editor.

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### **MARKING CRITERIA:**

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- ✚ **Creativity and originality** - 05 marks
- ✚ **Language** – 05 marks
- ✚ **Plagiarism** - 05 marks **Word**
- ✚ **limit** - 03 marks **Presentation**
- ✚ – 02 marks **Punctuality** – 05
- ✚ Marks
- ✚ **Coherence and Grammar** - 10 marks
- ✚ **Research** - 05 Marks
- ✚ **Hence, total** = 40 marks

Additional 5 marks on the usage of each of the below-mentioned:

- **Professionalism,**
- **Argumentation,**
- **Satire and humor.**

