

# STYLE GUIDE



# IP

INTERNATIONAL PRESS CORPS

---



EDITION XII  
**CHIREC  
MUN '24**  
Represent • Reason • Resolve

# LETTER FROM THE EXECUTIVE BOARD

Greetings members of the International Press,

We take it that it is your innate passion for either words or pixels, or both, that has brought you here, and we warmly welcome you aboard the world of the International Press. 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.

The journalists have weapons mightier than the sword to carve out perfection through perception that lingers all over different committees throughout the conference. The journalists have creative liberty to evaluate a committee proceedings and document it in the most grasping way possible. Moreover, as a member of the International Press, freedom of speech and expression must be exercised only as long as it upholds the sanctity and integrity of the conference as well as the delegates. Always remember that you are a part of a team. Individual competition aside, our primary goal is to procure resourceful articles for a decent and informative newsletter.

Any lack of decency or diplomacy in reporting the proceedings and absence of factual correctness thereof would not be entertained. As the members of the International Press essentially strive to keep everyone informed about the committee situation. It is going to be as challenging as endeavour as it would be exciting. This walk provides basic information about the said roll the journalists are expected to be thoroughly familiar with it and be well researched on the attendance of their respective committees. At CHIRECMUN 2024, the intellectual and emotional quotient of the journalists, as well as their ability to work impeccably under pressure, would be tested.

To sweep all the challenges that this role might bring along we strongly recommend the members start the basic research well in advance to efficiently, produce unimpeachable pieces of work. A sense of dedication and responsibility towards the work during the conference is what we unreservedly expect out of the journalists. We eagerly look forward to working and interacting with all the members on this forum and we hope that it comes as an engaging appealing and productive work group in which, alongside all the fun that we would have and would certainly learn a lot we are sure of our constant availability and guidance in case of doubts and queries.

Regards,

Sai Preethi Polu

Head of International Press  
[saipreethi.polu@gmail.com](mailto:saipreethi.polu@gmail.com)

Neha Kolluri

Editor in Chief  
[neha1142007@gmail.com](mailto:neha1142007@gmail.com)

Mihir Vora

Head of Photojournalism  
[framedbymihirvora@gmail.com](mailto:framedbymihirvora@gmail.com)



# ABOUT INTERNATIONAL PRESS

The International Press (IP) is neither a traditional committee of the United Nations nor an authentic part of any of the other UN committees. Here, the IP refers to the collection of international press agencies that gather from all the corners of the world to report on the activities of the proceedings of various United Nations committees. As the delegates/diplomats, representing countries from all over the world gathered under a roof to engage in deliberation, the International Press records all the crucial moments in words as well as photographs. The International Press has always been an indispensable part of any Model UN and serves the most pertinent function of documentation of the deliberation.

The primary motive of the Press team thereof shall be to provide an unbiased platform for astute journalists and amateur photographers, to channel their sublime thoughts into concrete content generation. One of the most important tasks that journalists in the International Press perform is formal reporting. They are primarily required to cover the event and describe it to others in the best thought-out and concise way possible, and for this purpose, they are supposed to take notes and submit articles that contain the major discussions in their respective councils. A good news article ought to be articulate, brief and be able to convey the very essence of any discussion.

While at the conference, you are required to keenly observe the goings-on, and take note of worthy instances, prepare reports, conduct research, formulate opinions, conduct interviews and polls, and preside a press conference for the Delegates. 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.'

There are three things which come as a part and parcel of any International Press Team at a Model UN Conference simulation.

1. **Research:** Comprehensive research forms the basic framework of the art of reporting. A journalist in a committee needs to be well informed, rather better equipped with their research since it is not going to be country specific. Half-baked knowledge on the agendas reflects factual inconsistency in the articles. Kindly go through the background guides of your respective committees to have a better understanding of the agenda. Knowledge of current debates pertaining to the agenda is also encouraged.

2. **Unity:** The International Press team will consist of a number of reporters, who need to be working in synchronization with each other. The spirit of competitiveness should never come in the way of team-work, and all the efforts should be to publish a prosperous newsletter.

3. **Code of Conduct:** Reporters are expected to maintain diplomatic courtesy at all times towards fellow members of the team, delegates, executive board and the Secretariat. Even



while critically looking at council proceedings; it is imperative that respect be extended to the delegates. Frivolous reporting, like reporting on a delegate's attire or manner of speaking, is highly discouraged.



# TYPES OF SUBMISSIONS

## **Opinionated Editorial**

An Opinionated editorial (Op-Ed) is an article that appears opposite the editorial page of practically all newspapers. This is a place where the writer gets an opportunity to pen down his/her perspective on the agenda. Research is of utmost importance and opinions must be backed by relevant facts. These are one of the most impactful articles and creativity here is boundless.

Word Limit - *500 to 600 words*

## **Beat**

A beat-based article is a specialised article where the Reporter presents an in-depth coverage of a particular issue, situation, institution, or likewise. It involves amassment of more knowledge than a traditional news report. The beat is a central idea around which the contents of the article revolve. Ideally, it is the core concern or subject and should pertain to every single line used in the forming of the article. Requiring clear observations and grasping power, beats should be devoid of the reporter's opinion.

Word Limit - *250 to 350 words*

## **Creative Piece / Feature**

'But out of limitations, comes creativity.' This is the only submission where the reporters are allowed to explore any format of their own. It just has to adhere to the agenda of the respective committee. A major contributor to your freestyle working autonomy, will be the submission of a creative piece, which can be a poem, or a set of haikus, or a short story, as long as content is original and absolutely your own individual brainchild. This gives you the poetic ability to play with words and ideas, albeit in keeping with the agenda, as your piece should revolve around a central theme that is drawn off the agenda, in whole or part.

Word Limit - *150 to 800 words*

## **Interview**

An interview provides an opportunity for a personal interaction with a delegate/EB member. It should be utilized to bring out those aspects which might not otherwise be highlighted in the course of the conference. The questions must be precise and must be verified by the Executive Board of the International Press. Reporters are to ensure that the essence of the views put forth remain intact.

Word Limit – *350 to 500 words*



## **Consolidated Report**

A piece written in reported speech exclusively, this submission focuses on how the entire committee's proceedings went, and gives a concise account of the same. Ideally to be written in paragraphs, this piece provides the reader with an overview regarding the happenings of the committee during the duration of the conference.

Word Limit – *300 to 350 words*

## **Opinion Poll**

This particular type of article allows you to express your opinion in any manner you want. Again, the content needs to be restricted to the agenda. The use of graphs, pie-charts or any other statistical analysis is highly encouraged.

Word Limit – *250 to 350 words*

## **Press Conference**

The Press Conference is another opportunity for the reporters to ask the representatives about any of their statements or policies in the committee. Reporters must establish dialogue with the representatives and are required to adhere to diplomatic courtesy. Decorum and composure regardless of the situation must be maintained. Moreover, facts must be derived from credible sources; if challenged, the burden of proof rests on the reporter.



# SUBMISSION DEADLINES

All reporters are expected to strictly adhere to the deadlines allotted to them. The deadlines for each day will be notified at the beginning of the first session for the day.

---



# RULES AND REGULATIONS

✓ Reporters are required to adhere to British English.

✓ **Formatting Guidelines:**

Font - Times New Roman

Size - Title - 14 points, Bold

By-line - 13 points, Italics

Body - 12 points, Alignment – Justified

✓ By - lines are mandatory for all types of submissions.

✓ The submission files should be in the format:

*Name\_Type of Submission\_Committee\_Day*

*For example: Preethi\_Beat\_UNHRC\_Day1*

✓ 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.*

✓ Plagiarism will be dealt with strictly. Cite your sources and references without fail.

✓ Refrain from referring to a delegate by his/her/their name. Address them by the profile/country they are representing.

*For example: The Delegate of India highlighted the mass influx of refugees into the country post the Rohingya Crises.*

✓ Deadlines are of prime importance. In the words of William Shakespeare, 'Better three hours too soon than a minute too late.'

✓ Numbers beyond within hundred must appear in words here as, anything beyond hundred can be expressed in numbers.

✓ 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.

✓ Avoid using contractions in sentences. For example; use 'do not' instead of 'don't', 'cannot' instead of 'can't'.

✓ Sentences must be well punctuated with the inclusion of semi colons, full stops, apostrophes, and hyphens/dashes wherever necessary.





# RULES AND REGULATIONS

- ✓ Relevant pictures must be attached to each of the assigned articles. The source/credit for the picture must be given to the appropriate source/photojournalist using the textbox feature in word.

*For example:*

Credits: Reuters

- ✓ Diplomatic courtesy must be maintained while reporting. Ensure that negative language used by any representative is expressed very subtly without offending anybody.
- ✓ In your articles, refrain from mentioning things like, 'The Board entertained a motion to break for lunch.'
- ✓ Refrain using terms such as 'moderated caucus', 'unmoderated caucus', etcetera. Instead use words such as 'formal debate', 'informal debate'.



# MARKING SCHEME

The members of the press corps (reporters) will be marked on the following set of general criteria. However, the individual heads may follow additional parameters, which you may request at the end of the conference.

- a. Grammar and vocabulary
- b. Structuring and formatting (syntax)
- c. Press conference
- d. Content (substance and creativity)
- e. Orderliness (punctuality and sticking to word limits)
- f. Research and diplomacy
- g. Demeanour (being present in committee during all times, dressing as per code, behaviour, etcetera)
- h. Readability and relevance of content submitted
- i. Brownies points

*'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.'* - Henry Anatole Grunwald



# SUBMISSIONS AND RULES FOR PHOTOJOURNALISTS:

Day 1: Each and every photojournalist needs to be present at the IP room after the opening ceremony. After the meeting, the Photojournalists will disperse to the committees. Please note, no Photojournalist has been assigned to a committee. Each Photojournalist holds the post of universal Photographer. The number of Photographs that need to be submitted will be told to the photojournalist along with a deadline. The photojournalists are expected to adhere to this deadline very strictly and failing to do so without genuine reasons will call for severe actions including not being a part of the IP from the next day.

Day 2: After the morning meeting, the photojournalists can disperse to the committees. The same rules as day one apply. The number of submissions and the deadline will be announced in the morning, and the photojournalists are expected to stick to the deadline.

Day 3: The pictures of day three will be judged in person by the director of photography. There may be an interview round regarding your pictures.

Additionally, there will also be a photojournalistic assignment for you to complete over the course of three days.

All the pictures have to be submitted in .jpg/.jpeg format.

Basic editing is allowed, rules of which will be explained during the first briefing. However, if you choose to edit the images, submit the original picture along with the edited one as well.

A Photojournalist can choose to shoot on their phones or on their DSLRs.

However, you will be graded accordingly. Rules about this will also be explained during the first briefing. Note that people using DSLRs will be given a slight edge over people using phones.

If submissions are not made by the photojournalists within the stipulated time frame, there will be actions taken and can also lead to your removal from the International press.



# A NOTE FROM THE HEAD OF PHOTOJOURNALISM

As the saying goes, “A picture speaks a thousand words.”

You as photojournalists have the power to make people feel emotions right in your hands. The camera. There are people out there silencing photojournalists for the things they have seen, the things they have clicked. Be it the Yemen hunger crisis or the Sudanese civil war, pictures have played a major part in these issues being the international sensation and crisis they are. When delegates in a committee discuss upon something, act on an issue or make a resolution, make sure they know you, as a member of the international press are there to look over them, taking everything, they do to the public’s attention. In the end, remember, this is a learning experience and with the same hope, I hope to see you all perform to the best of your ability at the MUN.

MIHIR VORA

**All the Best!**

