



# **INTERNATIONAL PRESS**

Background Guide

KC Model United Nations 2022.

## **Greetings!**

It gives us immense pleasure to welcome you all to the International Press team of KCMUN 2022. Today, the power of mass media is tremendous and it is a well-known fact that with great power comes great responsibility. Therefore, we urge you to exercise your voice not with restraint but with integrity, sensitivity and with an open mind without any presumptions.

This guide gives a gist of your roles and responsibilities along with a few regulations for this conference. We will do our best to guide you at all possible times and push you to get the best output possible. We hope that this conference proves to be an enriching experience for all of you and you get numerous opportunities to learn newer things. It is necessary for all the members of the International Press to understand that you as reporters, or photographers are representing the international media. Everything a delegate says is a statement of a state official in a public forum and has repercussions in the international community. Therefore, it is the job of the press to process all the statements and analyze them.

In order to make the International Press a success in this conference, it is necessary to have a well-researched team. Just as delegates need to research, it is equally important for the press to be well researched. This not only applies to reporters but also to photographers. Being well researched will lead to better understanding of the ongoing discussion and would also subsequently lead to politically correct and thought-provoking articles, photographs, and caricatures.

One of the most suited ways to research on any given agenda is as follows:

- Firstly, break down every word of the agenda yourself and make a note of concepts that you think are pertinent to them.
- Secondly, read the background guide. Please note that just as the background guide is a basic tool for delegates, it is merely one aspect of your research.
- Thirdly, develop a literal understanding of the agenda.
- Fourthly, study the political, legal, social and economic aspects of the agenda.
- Fifthly, go through articles, research papers or any relevant documents.
- Lastly, a thorough knowledge and understanding of contemporary events is a must. This ensures that your articles stay relevant.

## **Reporters,**

Journalism is one of the strongest mediums and gives the most impact in the contemporary world. The power of International Press and Mass media combined is marvelous. So, we urge you to not restrain your power and voice in the committee.

The vision here is to create a journal of reports which clearly defines the power of journalism. Articles which empower the opinions and happenings in the committees. The very basic roots that this draft is based on, are research and a strong value of transforming the role of press.

This guide will give you a guide of what your roles are, what is surely to be mentioned in your journals, and other regulations in a conference. it is advisable to go through each section of the background guide. In case of any query, please contact the under signed.

May the force be with you and you experience numerous opportunities to learn new things!

Regards,

Shahzan Rahi

Head of Journalism

Mahan Sahni

Head of Photography

# Guidelines for the reporters

There are different formats of writing that one must adhere to according to the assignments being given on a particular day.

Press Conference: The basic ingredient of the press conference is research. You will be allowed to ask 4-5 delegates of your councils and polite subsidiary questions on probably the second or the third day of the conference, with the prior permission of your Executive Board. You will be trained and guided by your editor in chiefs for the press conference in the briefing. However, the opportunity to conduct a press conference will be subjected to the time constraints that the organizers have. Their permission and word will be deemed final.

Interviews: An interview is an opportunity of a personal interaction with a person. It is an effective tool which should be utilized to bring out those aspects which will not come in light otherwise during the MUN. Interviews can be done with the Executive Board members, delegates, secretariat, and various organizing committees. However, intelligent and conference pertaining issues are to be considered.

Beat Articles: The bulk of writing for the newsletter will consist of news reporting, drawing upon debates, caucuses, resolutions, press releases and interviews observed by the reporters in the various KCMUN council simulations. Depending on the availability of personnel, individual reporters will be assigned a "beat" of one or more committee/council simulations on which to report, and may be assigned to conduct interviews during tea or lunch.

## OPINION ARTICLES

Opinion articles generally feature the reporter's opinion upon an issue. A good opinion piece features a convincing theory and a series of equally convincing justifications for the same. An opinion piece is judged upon the facts and viewpoint assented, so it is essential that reporters think through the arguments they will be making and its presentation, so as to engage a wider audience. Reporters may write opinion pieces for the newsletter after they have finished reporting from the council, which may include their take on the agenda. Editorials or opinion pieces do not have to contain any information on what happened in the council/committee but concerns what the author thinks of the discussion at hand. Editorials and opinion pieces have to be very high in standards of writing and expression, and publication shall be at the subject of discretion of the Editorial Board. In clear words, Editorials and opinion pieces differ from News articles in matters of substance than events.

For example, “The delegates gave good solutions in the moderated caucuses.” does not provide the facts on which this opinion is based, while “The delegates proposed moderately substantial solutions, putting special emphasis upon the establishment of exclusive institutions which will help, to an extent, discontinue the practice of child marriage, prevent adolescent pregnancy, and ensure gender equality in Africa.” is much more apt. In many cases, reporters may have to interview and quote some delegates, keeping in mind that the ultimate goal is to provide their opinion a firm, factual base combined with the reporter’s opinion.

## INTERVIEWS

Interviews are another common method of gathering information and presenting data. Reporters may interview the delegates or even the Executive Board during breaks or lobbying sessions. The reporters are NEVER to do an interview inside the committee room. If the reporter wishes, he or she can send a chit to the person who is to be interviewed and do the interview outside. The number of questions asked should be minimal, but significant. Reporters should also remember that creativity is an essential part of good journalism. Interviews should not be limited only to the delegates of the committees but can be extended to the members of the Executive Board and the Secretariat. Interviews can be anything from general conference opinion, to expectations, to the committee proceedings, or even fun, interactive quizzes. However, reporters should never ask anything that is inappropriate or makes the interviewee uncomfortable. The interviewee reserves the right to deny answering any question and should not be compelled to do so under any circumstances.

An interview is an opportunity of a personal interaction with a person. It is an effective tool which should be utilized to bring out those aspects which will not come in light otherwise in the course of the MUN. Interviews can be done with the Executive Board members, delegates, secretariat and various organizing committees. However, intelligent and conference pertaining issues are to be considered. Conducting interviews for news stories is an important skill for any journalist.

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.

## REPORTING

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 most structured and concise way possible, and for this purpose, they take notes and submit articles that contain the major happenings/discussions in their respective councils. A good news report ought to be articulate, succinct, neutral in tone and opinion, and be able to convey the essence of a discussion/event to someone who has not personally witnessed it.

The key points to remember while writing are:

1. Keep your article brief and to-the-point. Council reports should ideally not exceed 250-300 words.
2. Your article must not betray your personal perspective on the agenda. It is very important to maintain objectivity and report the incidents/conversations with as much neutrality and accuracy as possible..
3. For this purpose, you are advised to be meticulous with your notes and include quotes as much as possible, with due credit to the speaker. The correct format and punctuation required for quoting is, for example: "Those people are criminals who want to take over the city and kill the community," said Sheikh Rate's Abdulkareem Albu Fahad, who is leading the tribal fight against al-Qaeda in Ramadi.
4. Your article must be coherent and well-structured. It ought to contain an identifiable opening, two descriptive paragraphs, and a conclusion. You must give your article a relevant headline and a by-line containing "By (Your Name)".
5. Grammar and punctuation must not be compromised with. A spell-check of the final draft is essential.

## POINTS TO BE NOTED AND REMEMBERED

**Apostrophe:** This punctuation mark will only be used to indicate possessive nouns or secondary quotations. Apostrophes are never used to indicate plurals.

**Currency:** Dollar values are displayed with the appropriate currency symbol. Values on orders at or greater than one million are summarized, for example \$54,000, \$135,000 or \$214 million.

Indian Rupees shall be written as INR and not Rs.

**Abbreviations:** No periods should be used separating letters of an abbreviated organization or agency. Only standard acronyms and approved abbreviations should be used. If questions arise, feel free to ask any of the editors. Before using an acronym, first the full form should be mentioned once within brackets. Example: United Nations (UN).

**Capitalization:** Nowhere shall anything but abbreviations be capitalized.

**Boldface Text:** There is no situation in which boldface should be used in an article. Headlines and article titles may be put in bold by the author.

**Books and print sources:** Names of all books and print sources should be capitalized and italicized, such as *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 the representatives within the MUN simulation, no quotation should violate the dictates of diplomatic courtesy. All articles, editorials, letters, press releases and personals to be included in the newsletter will be carefully edited to ensure that all content remains courteous to each participant at the MUN. 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 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 can 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 2001. Numerals with five 6 or more digits should include commas, such as 1,345,000. Fractions and decimal numbers should be reported as decimal numerals or percentages, such as or 50% (rather than “one half” or “1/2”). Roman numerals are used only when referring to a source which was originally designated using Romannumerals, such as Chapter VII of the UN Charter (articles of the UN Charter are written as “Article 7”). Ordinal numerals are spelled out within the text of an article, such as the First Committee of the General Assembly. In article headings or titles, the author may choose to use ordinal abbreviations, such as 1st Committee.

**Quotation Marks:** As per Standard English grammar, punctuation at the conclusion of quotation must always be included inside the closing quotation mark.

**Quotations:** All quoted statements within articles should be incorporated grammatically into the sentence being written. Additional capitalizations should be avoided. If only part of a sentence is being used in a quotation, an ellipsis should be used to indicate the omitted portions of the statement. If the ellipsis comes at the end of a sentence, it should have a period at the end as well within the quotation marks (...”) to indicate the conclusion of a sentence. If, within a quotation, the speaker uses an abbreviation or reference which would be unclear to the reader, the reporter may interject a clarification within brackets (i.e.: [.]). This indicates that the bracketed information is not a direct quotation; rather it is a clarification on the part of the author. As an illustration of these rules, consider the following example. Amb. Kamal explained that “...while the matters are being studied by the UN, there is a commitment by the UN, such as the UNV [United Nations Volunteers], to take part in conflict zones.”

**Spacing:** One space is used to separate words, as well as following commas, semicolons, colons and periods. Do not put a space before punctuation marks.

**Spelling:** Reporters should be sure to spell check all articles before the editorial deadline. This will greatly assist the editor.

**Titles:** The categories of title to be used include-

**Standard professional titles:** Periods will be used on abbreviated titles, such as Mr., Ms., Amb., Dr., Pres.

**UN titles:** These titles will not be abbreviated. UN and MUN official titles include Secretary-General, Under-Secretary-General, Director-General, Assistant Secretary-General, Deputy Secretary-General. Secretary-General shall never be abbreviated as Sec Gen.

**Tenses:** Stick to one tense throughout your article and ideally, your article should be in past tense.

## GUIDELINES FOR PHOTOGRAPHERS

Photography is a powerful journalistic medium. Photographs are much more attractive than written media and speak a thousand words, one picture at a time. Reporters have been given the option of clicking photographs alongside traditional textual reporting. Photographs of the committee proceedings and the delegates can be taken throughout the committee session. However, photojournalism should not be taken lightly, and a few basic rules should be kept in mind. The photographs of the delegates should be un-posed and impromptu, and they should be professional in nature. Good photographs generally show committee proceedings, such as a delegate raising a placard, discussion of the resolution, and informal discussion amongst delegates. The subjects of the photographs generally should not be directly looking into the camera, or the photographs might appear staged. The journalists may take pictures to supplement their articles, or they may post them as a stand-alone story. Photography will be evaluated by taking into consideration its formal structure and its storytelling value. Journalists have to bring their own cameras as well as cables for transferring of photographs if necessary. KCMUN will not be responsible for lost or damaged gadgets.

As the name suggests, you will have to capture all the committees of KCMUN2022. A picture speaks a thousand words! It's important to have equally amazing pictures to accompany reporter's writings. We cannot use low quality, distorted or low light pictures in our publications. Your primary responsibility will be to supply artwork, photographs in good taste - This is not just about pointing a camera and taking pictures- This is where you will be required to think about composition and content. Remember a few key points when thinking about picture - it must always be landscape; that means always holding your camera in landscape and never rotate between the two. Clarity is a key aspect.

Judgement criteria:

1. Technical excellence (blur, lighting, contrast, angle, colour balance, exposure, sharpness, colour and tonal rendition)
2. Creativity, Style and Photographic vision
3. Clear and impactful focus on the subject
4. Composition of the photo, I.e., what is being covered and the colour balance is maintained or manipulated to give a better picture
5. Visual and aesthetic criteria (framing of the picture, elements and the principle, visual impact and background)
6. Content (emotion, information, ideology, feeling, mood, communication meaning and subject impact)

Mahan Sahni

Head of Photography

### CLOSING REMARKS

KCMUN22 aims to give a chance to every member to channel their creativity and voice their opinion in a free and a professional environment.

In the meantime, in case of any questions do not hesitate to ask anything about the International Press at:

Mahan Sahni

Head Of Photography

Contact: [+91 7889609434](tel:+917889609434)

Shahzan Rahi

Head of Journalism

Contact: [+91 7006203280](tel:+917006203280)





