

Presidium MUN 2021



General Outline - Journalists

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Journalists

International Press - A Neutral Body

We as a neutral body, will refrain from any kind of bias in our news articles, however we will have ample opportunities to represent our opinion.

Members of the International Press are not supposed to write in “in-character” for any news agency of nativity, but as International Press.

Thus, all personal preferences and biases of reporters must also be avoided during reporting process.

Research and Analysis

The reporter will not merely report the council proceedings but also draw upon the debate and analyse it. The essence of this newsletter will be the analytical articles on debate, thoughtful caricatures, interviews, well framed photographs and collaborative pieces containing all of the above.

We are looking at a simulation of Press Corps which is deliberative and well researched.

Judgment Criteria

Information about the judgement criteria will be conveyed during the briefing on 13th August.

News Articles

The bulk of writing for the newsletter will consist of news reporting, drawing upon debate, caucuses, resolutions, press releases and interviews observed by the reporters in the various council simulations.

Formal Reporting

One of the most important tasks that journalists in the International Press perform is formal reportage. 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/occurrence to someone who has not personally witnessed it.

Formal Reporting

-Keep your article brief and to-the-point. Council reports should ideally not exceed 300-350 words.

-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. This is a key difference between reporting and writing an Op-Ed article.

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 Rafe'a

Abdulkareem Albu Fahad, who is leading the tribal fight against al-Qaeda in Ramadi.

-Grammar and punctuation must not be compromised with. A spell-check of the final draft is essential.

Beat Reporting

Considering that any Model United Nations conference has multiple discussions in every session, it is virtually impossible to report every Caucus/Point in your article. Therefore, your focus should not be on putting in as much information as you can, but to put in only the relevant information. The best way to include the most pertinent information in your article is to recognise a ‘beat’ and write a beat - based article.

Beat Reporting

A beat-based article is essentially a specialised article wherein the journalist presents an in-depth coverage of a particular issue, situation, institution, or likewise, and which also involves amassment of more knowledge than a traditional news report.

The beat of such an article, then, is a central idea around which the contents of the article are formed. Ideally, it is the core concern or subject and should pertain to every single line used in the forming of the article.

Beat Reporting

You shall be able to identify the beat of the day's discussion only through careful observation and attention, so be sure you are present, mentally and physically, during all formal sessions. All the previously mentioned guidelines of reporting apply to beat reporting as well.

Include as many factual details and quotes as possible, within the context of the article, as facts help readers understand your work better.

Beat Capturing Exercise

Consider this excerpt:-

President Barack Obama and Afghan President Hamid Karzai agreed on Friday to speed up the handover of combat operations in Afghanistan to Afghan forces, raising the prospect of an accelerated U.S. withdrawal from the country and underscoring Obama's determination to wind down a long, unpopular war. Signalling a narrowing of differences, Karzai appeared to give ground in talks at the White House on U.S. demands for immunity from prosecution for any American troops who stay in Afghanistan beyond 2014, a concession that could allow Obama to keep at least a small residual force there.

Beat Capturing Exercise

Now you have three options for the beat :-

- Obama Karzai accelerate the end of US combat role in Afghanistan
- USA set to withdraw troops from Afghanistan
- Afghanistan welcomes US peace talks

Beat Capturing Exercise

The correct Answer -

*Obama Karzai accelerate the end of US combat role in
Afghanistan*

(Because it conveys the essence of the press statement)

Beat Capturing Exercise

Now try one yourself -

We praise the courage of the Republic of South Sudan's leadership in taking this decision. As I said in Juba yesterday, the interests of their people were at stake. The oil impasse has lasted more than six months. Now was the time to bring this impasse to a close, for the good of the people of South Sudan and their aspirations for a better future in the face of on-going challenges. South Sudan's leaders have risen to the occasion. They tabled a bold comprehensive proposal at this latest round of talks, and an agreement was hammered out with the strong assistance of the African Union High Level Implementation Panel for Sudan (AUHIP). The future of South Sudan is now brighter.

Examples of Beat Reporting

Click on the links below to read the articles

- ▶ <http://www.pulitzer.org/archives/6200>
- ▶ http://articles.philly.com/1991-03-12/news/25792507_1_historically-significant-trees-dead-woodproposal
- ▶ <http://www.pulitzer.org/archives/9166>
- ▶ <http://www.pulitzer.org/archives/6849>
- ▶ <https://www.sfgate.com/green/article/100-years-100-million-acres-of-landsaved-2469558.php> 2.
- ▶ https://www.washingtonpost.com/news/early-lead/wp/2014/08/26/maccabitel-aviv-coachoscar-garcia-resigns-over-security-concerns-stemming-fromgazaconflict/?utm_term=.f41ecf4d00ae

(Opinion) Editorials

Op-Ed in very simple terms refers to an opinionated article. The first step to writing any op-ed is research. Research does not just include finding or verifying facts but also examining different perspectives on an issue.

(Opinion) Editorials

Some of the functions that Op-Eds perform include, but are not restricted to:

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

(Opinion) Editorials

Things to keep in mind while writing an Op-Ed are-

- ▶ As much as an op-ed is an opinion and doesn't require one to state facts, it should still be based on facts, verified accurate facts.
- ▶ It is important to structure it in a way that the audience doesn't lose interest.
- ▶ There is a possibility that readers may disagree with your stance but nothing is worse than arguments that can't be comprehended or are too complicated. If you are attempting to express a complicated argument, try to break it down into simple concepts and use easy language to express it.
- ▶ Too many points can lead to confusion and one should use the given word limit as a yardstick to determine how many aspects could be covered.

Analysis

The key defining feature of an op-ed is ANALYSIS. What comprises analysis?

Once you start reading and researching about a topic, or are sitting in committee watching debate, you are engaging in information gathering. Once this information is with you in the form of notes, read up on the topic/topics on different news sites, or through statements given by different countries on these topics. After reading different perspectives, when you write about the same topic in an informed manner, drawing links to other topics or debating about the strength of the argument that had been made, it can be called *analysing* the topic of argument.

(Opinion) Editorials

Some examples of Editorials can be found here -

- ▶ <https://www.theguardian.com/tone/editorials> (THE GUARDIAN)
- ▶ <http://www.thehindu.com/opinion/editorial/> (THE HINDU)
- ▶ <http://www.reuters.com/commentary/> (REUTERS)
- ▶ <http://www.thehindu.com/opinion/editorial/small-arena-big-win/article22925775.ece>

Interviews

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

Interviews in MUNs

The constant debating may provide with little opportunities of you getting ample time for a detailed interview. The ideal interview times are refreshment breaks and through chits. Chits are one tool which we encourage you to use for substantive purpose only.

Because of the online mode of the MUN, we encourage you to use chits via ChatBox, similar to the delegates. Please make sure that you are not disrupting the committee in the process. You can bring out the relevant points through chits and you can take permission for a prior interview through them.

Interviews in MUNs

Interviews can be conducted with the Executive Board members, teachers, delegates, secretariat and various organizing committee members. However, intelligent and conference pertaining issues are to be considered. The Reporters may consult the Editorial Board regarding the crux and substance of the interview.

Preparing for an Interview

Research – Do as much research as you can. If you're going to interview, say, an Executive Board Member, read up on the agenda and the type of committee, and make sure you understand basic terms related to Model UN. Consult the Assistant Editors for clarity, if necessary. A well prepared reporter inspires confidence in the person being interviewed.

Developing Questions – Once you've thoroughly researched your topic, prepare a list of questions to ask. That will help you remember all the points you want to cover once the interview is underway.

Key to a Successful Interview

- ▶ *Establish a Rapport* – When starting out, don't abruptly launch into your questions. Chitchat a little with your source. Compliment them on their performance, or comment on the debate in their committee. This puts your source at ease.
- ▶ *Keep it Natural* – An interview can be an uncomfortable experience, so keep things natural and conversational. Instead of mechanically reading out your list of questions, weave your queries naturally into the flow of the conversation. Also, maintain eye contact as much as possible. Nothing is more unnerving to a source than a reporter who never looks up from their notebook.
- ▶ *Be Open* – Don't be so focused on getting through your list of questions that you miss something interesting. For instance, if you're interviewing a Delegate and she mentions a new working paper being discussed amongst her bloc, ask her about it. This may take your interview in an unexpected direction – but if it leads to something interesting, it will also add to your interview.

Key to a Successful Interview

- ▶ *Maintain Control* – Be open, yes, but don't waste your time. If your source starts to ramble on about things that are clearly of no use to you, don't be afraid to gently – but firmly – steer the conversation back to the topic at hand.
- ▶ *Wrapping Up* – At the end of the interview, ask your source if there's anything they want to discuss that you hadn't asked about. Double-check the meanings of any terms or words they used that you're unsure about. And always ask if there are other people they recommend that you speak with.
- ▶ *A Note about Note-taking* – In the beginning, reporters often worry when they realize they can't possibly write down everything the source is saying, word-for-word. Don't sweat it. Learn to take down just the interesting stuff they know they'll use, and ignore the stuff they won't. This takes some practice, but the more interviews you do, the easier it gets.
- ▶ *Taping* – Recording an interview is fine, and generally it's best to get the permission of the person you're recording. Taping can be helpful if you're doing a long interview that you'll have time to listen to and type out later.

Interview - Example

Read the following Interview to see the previous guidelines being put into practice -

Vladimir Putin, President of Russia
in conversation with Associated Press

<http://www.voltairenet.org/article180124.htm> 1

Elements of Style- Editing Process

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, consult the Editor-in-Chief.

Some example abbreviations include: PMUN, INTERPOL, AIPPM, UNSC, UNESCO, etc.

Apostrophes

This punctuation mark (‘ or ’) will only be used to indicate possessive nouns or secondary quotations. Apostrophes are never used to indicate pluralization.

For example,



REUTERS Business Markets World Politics Tech Commentary Breakingviews Money Life

World | Wed Jul 13, 2016 10:37am EDT Related: WORLD, RUSSIA

Russian editors 'fired over stories that irked officials'

MOSCOW | BY MARIA TSVETKOVA AND POLINA DEVITT

[Twitter](#) [Facebook](#) [LinkedIn](#) [Reddit](#) [Google+](#) [Email](#)

Boldface Text

- There is no situation in which **boldface** should be used in an article. Headlines and article titles may be bolded by the Editors.

Books and Print Sources

Names of all books and print sources should be Capitalized and *italicized*, such as *The Newsletter*, *The Fourth Estate*, *New York Times* and *The Economist*.

Diplomatic Courtesy

While Journalists are encouraged to faithfully and accurately report on the statements of representatives within each PMUN committee, no quotation should violate the dictates of diplomatic courtesy.

All articles, editorials, letters, press releases and snippets to be included in the newsletter will be carefully edited to ensure that all content remains courteous to all participants at PMUN. If a Journalist 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 Journalist'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, names being proper nouns, shall be Capitalized.

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 or more digits should include commas, such as 13,45,000.
- ▶ Fractions and decimal numbers should be reported as decimal numerals or percentages, such as 0.5 or 50% (rather than “one half” or “1/2”).
- ▶ Roman numerals are used only when referring to a source which was originally designated using Roman numerals, such as Chapter VII of the UN Charter (articles of the UN Charter are written as “Article7”).

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. Am. 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.

Language & Spelling Check

Reporters should be informed that they have to spell check all articles before the editorial deadline with the language set to English (United Kingdom).

This will greatly assist the Editors.

General Guidelines

- The word limit for the opinion piece is 400-450 words, and for the formal reports it is 300-350.
- The font used must be Times New Roman, in Size 12.
- The timings of submission will be informed to you on the day of the conference.
- Please be timely with your work and adhere to the regulations of your work.
- Grammar and spelling should be checked in accordance with the elements of style as provided above.

- Attach at least one picture to each of your articles. You may take screenshots for photos of the committees with the permission of the executive board.
- Make sure that your articles are in a Google Docs format. You will be required to email your articles to the official email ID, which will be shared with you during the briefing of the conference.