



**PRESIDIUM *for* CHANGE**  
FOR A BETTER WORLD

PRESIDIUM MODEL UNITED NATIONS CONFERENCE 2024

# IPC

## BACKGROUND GUIDE



**INTERNATIONAL  
PRESS CORPS**



**PHOTOGRAPHER  
JOURNALIST  
CARICATURIST**

# INTERNATIONAL PRESS BACKGROUND GUIDE

## LETTER FROM THE EXECUTIVE BOARD

Dear Members,

It gives me immense pleasure to welcome you all to the International Press Corps of *PMUN 2024*.

We are sure that it is in your inherent knowledge, that journalism is one of the strongest and the most impactful tenets of the contemporary world. The establishment of public opinion as an authoritative critique and its aftermath has created a dimension that has changed the course of history as we know it.

We as a team called THE INTERNATIONAL PRESS must know more, hear more, see more and say more. We have to broaden our horizons of creativity and our ability to think which can only be done when each and every member of the press regardless of being a journalist or a caricaturist is well-researched and well-aware of the agendas of the committees.

The vision here is to create a newsletter which echoes the power of the press. Articles, photographs and caricatures which give the readers food for thought combined with well placed satire or humour. An ideal reporter or an interjector during simulations of international organisations and think tanks requires more research and presence of mind than an international delegate. The entire image of a press delegation without adequate research is flawed. The very basic roots of this draft is based on our research and a strong value of transforming the role of the press. This approach is referred to as an idealistic approach to journalism.

This will be an experience that you will cherish and it shall be etched in your memory forever. There will be deadlines, work, tempers flared and a lot of video calls, but there will also be memories you create and the people you meet, and of course, the knowledge you gain. Just remember, that it is people who make a team and not a team who make the people and here we are more than just a group of people running around with notepads and cameras, we're inherently the keepers of memories, the recorders of history, the warriors of reason and ideas.

May the odds be in your favour!

Regards

**Vihan Saraswat** (Head of International Press)

**Anish Singh** (Editor in Chief)

## **INTRODUCTION TO IPC**

The International Press Corporation focuses on providing comprehensive, independent coverage of international events, news and issues. IPC has a strong reputation for commitment to journalistic integrity, accuracy and professionalism as an influential publisher in the media sector.

The fact that it can collect diverse views from all over the world is one of IPC's main strengths. The IPC shall endeavor to facilitate understanding, dialogue and awareness amongst readers through the support of an integrated and balanced report. Its multilingual publications and translations make it easier for people from different linguistic backgrounds to access reliable information, further reinforcing this commitment to global representation.

In addition to its news coverage, IPC also produces detailed analyses, features and opinion pieces addressing the complex issues of global affairs. The IPC aims to contribute to informed debate and dialogue in the fields of climate change, human rights, economic development or geopolitical conflicts by offering a more nuanced view on critical issues.

The International Press Corps is committed at its core to upholding the principles of ethical journalism and press freedom. The IPC shall play an important role in shaping a healthy, informed world community which is capable of participating constructively in national dialogue and contributing to the development of more equitable and secure societies by virtue of its commitment to truth, accuracy and objectivity.

# JOURNALISM

“Journalism” can be understood as an occupation that is bound together by a particular ideology spanning different elements of product, people, practice, and service. For example, in the United States, this might entail values like seeking to provide a public service to citizens; striving to be objective, fair, and trustworthy; working independently of governmental officials; being committed to an approach that emphasizes gathering first-hand accounts of events in a timely fashion; and deferring to a shared, professional sense of ethics. In other contexts, that ideology might be different. For example, the ideology may instead seek to promote societal stability by having journalists be more deferential to government authorities and less critical of the status quo. Those who act in line with the dominant occupational values of journalism within a society — whatever that may look like — may thus be seen as practicing “journalism.”

## Key Takeaways

- » Journalism can be defined in many ways, which means that “journalism” is a contested term that means different things to different people.
- » In the U.S. and many liberal democracies, journalism is associated with certain occupational values that stress a public service orientation, objectivity, independence, immediacy, and professional ethics.
- » How journalism is generally understood within a society matters because it affects how symbolic resources are translated into material rewards and expectations.
- » There is a plurality of journalisms (e.g., “data journalism” and “advocacy journalism”), each with distinct norms, values, and processes. This points to a recognition that journalism is not a single, monolithic entity.

Human beings play a central role in journalism, and we can refer to the individuals who help shape the renditions of news we come across (and the organizations those individuals work for) as social actors within the space of “journalism.” The most obvious social actor in journalism is the journalist. But what constitutes a “journalist” is often debated both within and across societies, and it changes over time. For example, 50 years ago, it may have been enough to say that anyone who was employed to do editorial work for an organization that primarily produced news was effectively a “journalist.” However, news organizations and the journalism ecosystem are simply too complex today for that to be a good definition.

# PARAMETERS TO BE CONSIDERED WHILE WRITING

While writing as a journalist, there are several parameters that one should carefully consider to ensure the production of high-quality and ethical journalism. Here are some key parameters to keep in mind:

- **Accuracy and Fact-Checking:** Journalists have a responsibility to report accurate and verified information. Ensure that facts, figures, and statements are thoroughly fact-checked from reliable sources before publishing. If errors are made, promptly issue corrections or retractions.
- **Objectivity and Impartiality:** Strive to maintain objectivity and impartiality in reporting. Present different perspectives and viewpoints on a subject, providing a fair and balanced account of events. Avoid personal biases and ensure that your reporting remains neutral and unbiased.
- **Integrity and Ethical Standards:** Uphold high ethical standards in journalism. Be transparent about sources, conflicts of interest, and any potential biases that may influence your reporting. Respect privacy and confidentiality when required, and obtain informed consent when interviewing or publishing personal information.
- **Accountability and Responsible Reporting:** Take responsibility for the accuracy and consequences of your reporting. Report on matters of public interest and hold individuals, institutions, and governments accountable for their actions. Avoid sensationalism, speculation, and unsubstantiated claims.
- **Independence and Freedom of the Press:** Safeguard the independence of journalism from undue influence, political pressure, or commercial interests. Maintain editorial independence and avoid conflicts of interest that may compromise the integrity of your reporting.
- **Sensitivity and Respect:** Exercise sensitivity and respect when covering sensitive subjects or reporting on individuals or communities. Avoid stereotypes, discrimination, and any form of sensationalism that may harm or misrepresent individuals or groups.
- **Thorough Research and Context:** Conduct thorough research to understand the background and context of a story. Provide relevant context, historical background, and necessary explanations to ensure readers can fully comprehend the subject matter.
- **Attribution and Source Credibility:** Clearly attribute information, quotes, and data to their original sources. Verify the credibility of your sources and ensure they have the necessary expertise or authority on the subject matter.
- **Engage in Responsible Use of Social Media:** When using social media as a journalistic tool, adhere to the same principles of accuracy, objectivity, and integrity. Verify information before sharing it, be mindful of potential biases, and avoid spreading misinformation.
- **Respect for Legal and Ethical Boundaries:** Familiarize yourself with local laws and regulations concerning freedom of the press, defamation, copyright, and privacy. Adhere to these laws while exercising your journalistic duties.

By adhering to these parameters, journalists can uphold the principles of responsible and ethical journalism, providing the public with accurate, fair, and reliable information.

# WHAT TO RECORD AND WHAT NOT TO

The role of a journalist is to record what all is necessary. There are various instances in a committee, where reporting is either not required or not allowed.

In any UN committee, there are two types of debate, i.e. formal and informal. The formal debate comprises the GSL (General Speakers' List). You are allowed to record and mention it in your articles. The informal debate comprises the Moderated Caucus and Unmoderated Caucus. You are allowed to record the Moderated Caucus only. Anything related to Unmoderated Caucus must not be present in any of the articles. For better understanding of these terms, the definitions have been provided below.

**GSL**-This is the basic formal debate, in which the delegates are required to give their speeches upon their country's stance on the agenda and can also include the anything which is directly/indirectly related to the agenda. You are allowed to record this.

**MODERATED CAUCUS**-This is the informal debate, in which delegates speak upon the sub-topics of the main agenda. You are allowed to record this.

**UNMODERATED CAUCUS**-These are also part of informal debate, in these delegates can discuss anything informally, or may gossip. You are strictly NOT allowed to record anything which happens during unmod.

If there are any crisis in the committee, you are allowed to record that.

**What are crisis?** They are basically imaginary situations, for example a country bombing another country. The delegates are supposed to deliver their speeches keeping in mind the crisis.

There is one thing, known as **PSL (Provisional Speakers' List)**. You are allowed to record that also.

# TYPES OF ARTICLES

## 1. BEAT BASED ARTICLE

A beat-based article is a type of article that revolves around a subject, known as the beat. It is a specialized piece which requires in-depth research and offers more knowledge to the reader. The beat is to be taken from the proceedings and happenings of the committee and must be a topic important enough to attract readership. It will take the mantle as the core concern of the article, and the content should obsequiously conform to the central idea. To capture the beat, ensure that you're actively present in the committee to be able to identify the form and shape of the discussion. You can use the first-half of the day to collect data and select the core idea of your article, and utilize the remaining time to give a factual backing to the same.

- A beat-based article is a specialized, factual article, and can include direct quotes from delegates, and/or statistical data.
- It has no requirement of a personal opinion, and is only restricted to the happenings in the committee around the beat, and the facts attached to same.
- The data used in a beat-based article 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.
- Once the beat is identified in the committee, the reporter also has the liberty to shed light on a segment of the topic based on his/her research.

## 2. OPINIONATED EDITORIAL

An opinionated editorial is an article that presents the writer's opinion on an issue. It reflects the personal opinion of the writer on the agenda. It is usually unsigned. Much in the same manner as a lawyer, editorial writers build on an argument and try to persuade readers to think the same way they do. Editorials are meant to influence public opinion, promote critical thinking, and sometimes cause people to take action on an issue. In essence, an editorial is an opinionated news story.

### **3. FEATURE ARTICLE**

A feature article 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.

Feature articles can differ widely, appearing in many forms. For example, diary entries, letters, advertisements, job description, etc. Refer to samples for better understanding. They can appear in different places, including newspapers, blogs, websites, magazines and newsletters

### **4. 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 summarize 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 unmoderated caucus, lunch, or when the concerned person feel may be.

### **5. 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.

### **6. EB PROFILE**

The EB member profile is a fun filled, mostly amusing and lighthearted 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 thoughts on themselves. Make sure you don't leave arbitrary, unintelligible information in paragraphs that are confusing and awkward. Try to merge all your information into one, making sure the transition doesn't go wrong and leaving out unnecessary details that don't seem to be working. Ensure you don't say things that are offensive, insulting or rude. You're welcome to use satire, sarcasm and humor, but don't make an article a list of insults. While you are not under any obligation to write what someone tells you to say about him/her, be mindful of presenting your report in a refined and thoughtful manner

## **7. FILLER**

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

## **8. OPINIONATED POLL**

The articles are supposed to be a fusion of at least two articles. These can range from a diary entry, an event report, poem or any you would like. You should know every kind of article in detail. It should be creative, satirical, informal and intriguing to read.

## **9. BREAKING NEWS**

One-liner and eye-catching news. It could be a controversial statement by a delegate or an event that took place in the committee.

## **10. FUSION ARTICLE**

The articles are supposed to be a fusion of at least two articles. These can range from a diary entry, an event report, poem or any you would like. You should know every kind of article in detail. It should be creative, satirical, informal and intriguing to read.

# PRESS CONFERENCE

A press conference is when a reporter or a member of the International Press comes to the committee and asks questions to delegates present. 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 a question they feel like. 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.

## **Types of questions (suggested but not limited to):**

- Related to a controversial or contradicting statement made by the delegate while in the committee session.
- Country's facts related (preferably based on current affairs)
- Country's stance: The questions can be: a) To a delegate b) To a region or specific portfolios c) To a political party d) To the whole committee

Prioritize quality over quantity. Keep your questions substantive and well researched. Quoting incorrect statistics or quotes/statements will affect your press conference marks

## **Things to keep in mind before the press conference:**

1. Facts should be accurate: Being a member of the International Press, we should be presenting actual and true facts, we are the most trustworthy resource, and we should not cite facts that may be untrue
2. Don't be biased: We are in a press conference. It doesn't matter if you like a country or your friend is representing a country, that you will not ask any question. If you feel like your question is important and may help with the agenda, ask away.
3. Be diplomatically sarcastic: Yes, you read that right. One may treat a press conference as a simple question and answer session, but where's the fun without a little spice in the dish, right? You may ask your question but also speak a subtle sarcastic remark. For example: "Delegate of the USA, in your speech you mentioned that Iran has breached the Iran nuclear treaty but the IAEAs report mentions after the allegations framed by the President of your country that the allegations were in fact false. Does the US

and its president think so highly of themselves that they can just go around and put allegations on any country based on false and inaccurate accusations?”

4. Be punctual: Always be on time and submit your questions before the conference to the IP Head and Editor-in-Chief.

## **RESEARCH AND PORTFOLIO PRESENTATION**

An International Press member can be sent to any committee or encounter unprecedented accidents and communications. Hence, they need to be on their toes at all times. To prepare yourself for the tasks:

- Get a thorough understanding of your portfolio, i.e., the news agency assigned to you. Understand their ideological leanings and go through articles written from their news desk.
- Focus on the news they give importance to, and the biases underlining their writings, before commencing your own writing.
- Read up on the agendas to be familiar with what you could encounter during committee proceedings. A good place to start is to give a thorough reading of the background guides specific to each committee.
- As a reporter and a caricaturist, you would be expected to have some existing knowledge of international relations and diplomacy, for such background information is required to closely understand discussions during committee time. Hence, it is ideal to also read a bit upon the contexts which the debates are set in.

# PORTFOLIO PRESENTATION

Media groups are often formed on different ideologies. These ideologies are based on their place of origin, vision of the channel, political atmosphere and so on. For instance, Xinhua is a Chinese state news media agency. It usually looks at news, to see how China or Asian politics has been affected. On the other hand, Wire is an independent news agency of India that is visibly inclined towards the left. Therefore, it often looks at stories from a class perspective and rarely celebrates the rich and powerful. Ideally, journalists join news agencies that match their ideology. Here, portfolio representation finds its essence. Your writings and drawings should reflect the ideologies and inclinations of your news agency. This is not to say that you copy unethical or ludicrous reporting styles that have become popular recently. Instead, try to understand the politics of your news agency, the reason it follows the same and gives its most rational and moral representation. At no point are you to distort facts or leave out context.

## RULES AND REGULATIONS

1. You need to have a good source of internet connection, be it Wi-Fi, broadband, or mobile data, and a backup internet source in case there seems to be an issue with the network connection.
2. You must always have a gadget available to attend committee meetings and type down your reports and mail them in the form of a Microsoft Word document.
3. Always note down certain pointers crucial for your write-up to have crucial content for the committee-based tasks.
4. Be sure to have done some basic research on the committee allotted to you prior to the MUN to have the necessary information when performing non-committee-based tasks. Your research would prove to be handy at all times.
5. Attend the committee proceedings and listen to the debates carefully, remember to use data that is of relevance to your article. Don't concentrate on the quantity of your article, rather keep in mind the quality.
6. Be original, and use your creativity to polish your write-ups. Plagiarism would not be appreciated, and you will lose marks upon identification. You may take references for statistics and facts. The source of reference must be cited.
7. Please use appropriate abbreviations. Before using an acronym, first, the full form should be mentioned once within brackets, for example, United Nations (UN). No periods should be used to separate letters of an abbreviated organization or agency, for example, U.N. is not acceptable.

8. Don't miss out on the titles. Upon mentioning a specific person, whether s/he is a delegate or an Executive Board member, please use titles. For example- Secretary-General, Chairman-Name-Committee Name.
9. Do not exceed the word limit. Please note that your heading and by-line won't come under the word limit.
10. Deadlines should be adhered to strictly. Missing out on any deadline will lead to a deduction in marks.
11. In case of a Virtual MUN, please save the email ID of the Editorial Board beforehand for submission of your write-ups. During the video call, name yourself as "IP | Committee Name".
12. Present the debates, opinions, and statements in a neutralized manner. Prevent personal bias in your write-up and write fairly. Any personal bias observed in the write-up would cause an immediate deduction in the marks.
13. Your articles are to be named in the following manner. Your name, then committee followed by the type of article (Op-Ed/Report/Beat-Based/Feature) all separated by an underscore. Example-Suppose your article is a committee report featuring WHO proceedings, then it shall be named "YorName\_WHO\_CommitteeReport\_Day1/2".
14. There should be a fixed font for your work. Your font size will be 18 (Bold and Center) for heading, 16 (Italics and Center) for by-line, and 14 (left alignment) for the body. Font style should be TIMES NEW ROMAN only, so make sure you write accordingly.
15. No report/cartoon strip/memes should be shared with any other member of the conference, except the Executive Board of International Press.
16. Last but not least, PLEASE take care of grammatical errors and proper formation of sentences as they ruin the presentation of the article and moreover lead to deduction of marks.

# TIPS

- 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).
- Apostrophes: 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.
- Capitalization: Nowhere shall anything but abbreviations be capitalized. Example: United Nations (UN).
- 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 editor, if required. If you must, however, show the emphasis in the article, please use Italics.
- 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.
- 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, and 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, and 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 the past tense.
- Self plagiarism: Would not be tolerated. Write ups that have been submitted and published in previous conferences are not to be submitted again. The press member shall be negatively marked if the same happens.

# GUIDELINES

These guidelines can be practiced not only for this Model United Nations conference, but also for future Model United Nations Conferences:

- Your articles are to be named in the following manner. Your name, then committee followed by the type of article (Op-Ed/Report/Beat-Based/Feature) all separated by an underscore. Example-Suppose your article is a committee report featuring WHO proceedings, then it shall be named "YorName\_WHO\_CommitteeReport\_Day1/2".
- There should be a fixed font for your work. Your font size will be 18 (Bold and Center) for heading, 16 (Italics and Center) for by-line, and 14 (left alignment) for the body. Font style should be TIMES NEW ROMAN only, so make sure you write accordingly.
- Word Limit: The word limit for each write-up will be informed by the Executive Board during the International Press Briefing Session on the day of the conference (however +/-20 words would work).
- By-lines and headlines: By-line and headlines must be provided for each write-up. A headline refers to the heading/title of the write-up, and the by-line refers to a line that comes below the headline, stating the name of and the portfolio allotted to the journalist.
- Plagiarism, Language, and Grammar: Re-read each article piece before submission and ensure that no kind of plagiarism is found. The usage of grammar and punctuation must be accurate. Remember, we are looking for creativity. Language used has to be simple and understandable. While employing huge words may appear appealing, keep in mind that not everyone understands heavy English, and even if they can, they may not have the time to decipher them.
- Deadlines and Submission: The deadlines have to be adhered to strictly, or else, the journalist will face negative marking. The deadlines will be notified by the Executive Board during the Conference only. The submission should be made in Word format only to ensure that the submitted file is easy to access and edit. Time and place of submission will be informed by the Executive Board on the day of the conference.

## ***NOTE(3 PARAGRAPH FORMAT RULE) :***

- *"The Lead": The most important info Who? What? Where? When? Why? How? Approximately 30 words (1-2 thin paragraphs) May include a "hook" (provocative quote or question)*
- *"The Body": The crucial info Argument, Controversy, Story, Issue Evidence, background, details, logic, etc. Quotes, photos, video, and audio that support, dispute, expand the topic*
- *"The Tail": extra info Interesting/Related items May include extra context In blogs, columns, and other editorials: the assessment of the journalist*

# CARICATURE

Cartoonists/Caricaturists play a large and vital role in forming public opinions, they frame people's perceptions and they are made to believe whatever is made. Their work has the power they can either promote peace and understanding leading to Harmony or can promote intolerance and frustration, leading to a detrimental effect.

Caricatures: These are simple representations of a wide and serious subject in an exaggerated and humorous manner.

## Caricatures may include:

- Symbolism/ Objectification: In these simpler objects are chosen to represent or depict larger concepts.
- Exaggeration: A specific issue or subject is emphasized by using different elements and changes in the physical characteristics of the caricature.
- Labelling: Caricatures can have catchy headlines or bylines, they can have labels, speech bubbles or catchy captions.
- Irony: It is a situation where exactly the opposite of what to happen, happens. Irony helps in adding humour. This element can be shown using symbols, objects etc. and exaggeration.
- Analogy: Creating comparisons between people, objects, subject matter, and ideologies results in a more appealing caricature/cartoon. Comparisons can also be made based on the difference between Idealism and Pragmatism.
- Sketch and Contrast: caricaturists have the liberty to show the contrast using different shades of colours or shading techniques.
- Individual Assassination: Representation of an individual ideology, remarks etc.
- Open Ended: These tasks can depict anything and everything that is going on in the committee.
- Miscellaneous: These represent the caricaturist's take on the agenda.
- Comic Strip: This is self-explanatory, it should be humorous, and witty and should be drawn in the form of a comic.
- Fillers: These would be appreciated. Submitting these would help in gaining the marks whereas there would not be any deduction if not submitted.

# GUIDELINES

- Caricaturists have the liberty to create whatever happens in the committee and then combine it with their artistic freedom to create a visual representation of the heavy political debates.
- There is no restriction on what you make, what medium you choose or what you represent – everything is up to you. The only restriction is that you have to stick to the agenda and revolve around it. Something drawn irrelevant to the agenda will result in a negative marking.
- Caricatures should be drawn on A4 size paper.
- Caricaturists should carry all the stationery they need, the Secretariat Board and/or the Executive Board will not be responsible to arrange anything for the caricaturists.
- Adherence to the theme is mandatory.
- No digital caricatures would be accepted.
- Deadlines must be strictly followed.
- Caricatures should be scanned and should be submitted in pdf form, no .jpg format would be accepted.
- Submissions would be in hardcopy or through email and no submissions would be entertained through WHATSAPP message.

# PHOTOGRAPHY

Introduction Photography is a method of expression for every single individual who wields the camera. Photographs are one of the, if not the main medium through which generations upon generations remember their history and their ancestors. They have informed and educated people worldwide about the situation of their fellow human beings. While photography is taken very lightly in MUNs these days, I would like to reflect on what

## **Photojournalism:**

“Photojournalism is a particular form of journalism (the collecting, editing, and presenting of news material for publication or broadcast) that employs images in order to tell a news story. It is now usually understood to refer only to still images, but in some cases, the term also refers to video used in broadcast journalism.” Photojournalism is distinguished from other close branches of photography (e.g., documentary photography, social documentary photography, street photography or celebrity photography) by complying with a rigid ethical framework which demands that the work is both honest and impartial whilst telling the story in strictly journalistic terms. Photojournalists create pictures that contribute to the news media.

# CHARACTERISTICS OF PHOTOJOURNALISM

- **Timeliness:** The images have meaning in the context of a recently published record of events.
- **Objectivity:** The situation implied by the images is a fair and accurate representation of the events they depict in both content and tone.
- **Narrative:** The images combine with other news elements to make facts relatable to the viewer or reader on a cultural level. The Photographic Process does not only consist of taking a photograph. It can be understood in the following manner:
  - **Recce -** Before the MUN starts, be sure to visit the venues and imagine it in different scenarios - with light, without a lot of light, with people moving around and people seated. If possible, take a few test photographs from different angles. Note down any questions you have or problems you face, and address them in the orientation session.
  - **Preparation -** Make sure you have the equipment you will need in order to do your best work. This will include fully charged batteries, at least two empty memory cards, a laptop and a pen drive to download and transfer the photographs. A major aspect that is often forgotten is time management. Transferring photographs, selection/ editing, and submission are time-consuming. Please ensure that you count this when you're given your schedule.
  - **Collaboration -** Ensure that you collaborate with the journalists of your allotted committees and assist them with the relevant photographs required to supplement their articles.
  - **Timeliness -** Each photojournalist must be present at their designated venues before time. To cover the event properly, as photojournalists, our work starts before the event starts and ends after the event ends. People coming into the committee rooms, or in the lunch venues sometimes provide for good photographs without a lot of disturbance. The same is when schools start arriving at the gate or begin registering at the Registration Desk. The same goes for the deadlines we have to follow. If you are required to submit your entire shoot at 4 pm, plan backwards and factor in how much time it would take you to transfer photographs onto a PC or laptop, selection of the final photographs and submission.
  - **Being a Model UN Conference,** it is extremely difficult to capture still photographs during breaks or unmoderated caucuses, when everyone is moving around. But these are also the times when some of the best expressions and actions reveal themselves. Be patient, and if you know there is a good photograph, do not be hasty. Take your time, move around your subject, and press the shutter at the right moment.

# POST-PROCESSING OF PHOTOGRAPHS

- Photoshop or Lightroom is a highly sophisticated image manipulation programme and photojournalists will use only a tiny part of their potential capability to format the photographs, crop and size them and balance the tone and colour. The Rules are:
- No additions or deletions to the subject matter of the original image. (Thus, changing the original content and journalistic integrity of an image)
- No excessive lightening, darkening or blurring of the image. (Thus, misleading the viewer by disguising certain elements of an image)
- No excessive colour manipulation. (Thus, changing the original lighting conditions of an image)

# PORTRAIT

- Photographers may direct the subjects of portraits and formal interviews when it is needed to illustrate a story. This **MUST NOT** happen during committee sessions - formal or informal. Portraits look best with a clean background, avoiding distracting shapes or colours in the backdrop.
- The best news photography occurs when the presence of the camera is not noticeable.
- Photojournalists should be as unobtrusive as possible to avoid influencing events and consider using prime lenses, such as 50mm, 85mm, 100mm, or high focal lengths similar to the given examples in their telephoto lenses.

# ELEMENTS OF A GOOD PHOTOGRAPH

- Visual Storytelling: Photographs that tell a story are not only beautiful but also require their subjects to be placed in such a way that it tells a story even without captions. Knowledge about the topics of discussion helps the photojournalist weave a narrative that is subtle, yet powerful. Without a narrative, individual photographs do not elicit appreciation from an intellectual and well-informed audience.
- Emotion or Action: Every emotion or action has a beginning, rise, peak, decline and end. Photojournalists should try to capture the peak that defines that action or emotion. For example, laughter begins with the curving of the lips into a smile, followed by the showing of teeth and then it develops into a full laughter. This is the peak that a photographer should capture. Then it dwindles down into a smile and then finally, a straightening of the lips. Capturing the peak of an action or an emotion is what separates photographs from snapshots.
- Framing and Composition: The eye is always drawn to the brightest part of the frame first. Having bright lights or colours at the edge of the photographs is seriously discouraged. This is why photographers are encouraged to correctly expose the subject of their photograph rather than other elements. Keep your backgrounds as clean as possible so that the viewer does not get distracted from the subject(s). Avoid unnecessary clutter/colours in the background.
- Rule of Thirds: The Rule of Thirds is scientifically based on the impact that is created in the human brain in relation to the placement of the subject in the frame. Follow it as much as possible, but if you do find a more interesting composition, take it! To understand the Rule of Thirds more, please see photography composition basics – the truth about the rule of thirds, symmetry.
- Patience: Few people these days associated with the tag of photographers possess patience. It is the single most necessary trait of a good photographer. The advent of digital technology and the ability to take thousands of photographs on a SD Card rather than wait for the single most powerful photo because you only have 36 exposures on a reel, has diluted the quality and skill of many young photographers today. Only with patience can a photographer study their subject, the light in a scene, capture the peak of an emotion/action and compose an interesting photograph.

I welcome all photographers and other members of the International Press on board. Whole idea of this brief is not to let those efforts go to waste that all photographers put in to click thousands of pictures. Also, those many pictures will not be worthy if you deviate from the guidelines provided in this guide. Photographs serve as the memoir of all events and when it comes to the conferences like MUNs it gives a chance to delegates to get hold of the memories of the days spent in the conference; also, it gives budding photographers a chance to brush up their photography skills, learn new techniques and capture best of actions and emotions. Photographers of the IP click photographs exclusively for our newsletter and should follow certain guidelines:

# GUIDELINES

- All photojournalists will carry their own equipment including but not limited to, cameras, lenses, empty SD/CF Cards, fully charged Battery and Charger, Card Reader, and Laptop for post-processing.
- All photojournalists should shoot in RAW+JPEG format. In case your camera doesn't support RAW, shoot at the highest resolution JPEG.
- The ISO should be kept to a bare minimum to avoid noise in the photograph as noise reduction is not permitted in post-processing. It is strongly advised to not go beyond 800 ISO, and 1600/3200 ISO in the most extreme of lighting conditions.
- All photographs must follow the Rule of Thirds wherever possible, and very few should be clicked in Monochrome or Sepia.
- Editing will be subject to the decision of the editorial board in case they deem it necessary.
- There must be at least 10 photographs showing all members of a council/committee, with different perspectives. At least three of them should be at the time of a moderated caucus or a procedural vote when placards are raised showing maximum participation. Three to five photos each from the opening ceremony and unmoderated caucus should be there.
- The photographers will be allotted particular committees for which they have to submit the Photographs, however, they are not bound to that committee only.
- The photographs shall be judged primarily on composition, lighting, meaning and the overall impact that it has.
- The deadlines for the submissions would be clarified earlier on the same day. Exceeding the deadlines is unacceptable and may lead to disqualification.