

## LETTER FROM EXECUTIVE BOARD

It is with great pleasure that we welcome you to the International Press Team at the Premia MUN 2024. We look forward to an absolutely enthralling experience with the entire team. Considering the factor that unlike other committees, the International Press is not a conventional committee at a Model United Nations Conference, hence, this style guide consists of each and every detail that is required for one to understand the committee, thereby making your journey as a journalist/reporter/photojournalist a memorable one.

We wish you good luck and may the spirit of teamwork prevail in this team.

**Always remember one thing:** The media tells you who to love, who to hate, who to be afraid of, who to trust, what to think, and what not to think.

Please feel free to contact us for any queries.

Thank you,  
Regards,

**Madhavi Sanskriti (IP Head)** - [madhavisanskritiwork@gmail.com](mailto:madhavisanskritiwork@gmail.com)

**Prudhvi Sistla (Director of Photography)** - [prudhvi.sistla@gmail.com](mailto:prudhvi.sistla@gmail.com)

## **ABOUT THE INTERNATIONAL PRESS**

The International Press (IP) is not a traditional committee of the United Nations. 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 and the proceedings of various UN committees.

### **For the Journalists:**

One of the most important tasks that the journalists in the International Press perform is formal reporting. They are required to cover the events that are taking place at the conference, write reports and articles in a manner wherein the general public could understand the proceedings. Hence, always keep in mind the *KISS Formula - Keep it Simple and Straightforward*. Usage of flamboyant and fancy words is ideally not encouraged, until and unless they are keywords related to the committee. A good news article should be accurate and to the point and should convey the proceedings of the committee.

### **For the Photojournalists:**

Any MUN is incomplete without the documentation that is performed. Since the invention of the handheld camera, it has become an essential tool for the preservation of time, in the form of pictures. The sole duty of a PhotoJournalist, is to inculcate the essence of the committee and to ensure to freeze frames, which lead to the portrayal of the proceedings. Keep in mind to refrain from taking excessive pictures of known faces, and to concentrate on the committee. Work with your fellow journalists in tandem and ensure that your work doesn't go unnoticed.

Always keep in mind to follow the guidelines mentioned down below, as a starting block for your pictures.

## **GENERAL GUIDELINES FOR IP**

- Journalists have been assigned their committees, since they require time for research. However, the Photojournalists shall be going through a shuffle throughout the conference, so that the entire conference is covered.
- The IP Team will be informed of their submissions at the beginning of the day with the deadlines.
- Team Work is appreciated.
- Adhere to the deadlines.

# FOR THE PHOTOJOURNALISTS

## SUBMISSIONS:

### 1. Picture-based story

Every picture tells a story, and this isn't any different. A picture-based story is very similar to this in the sense that, a story with a word limit of 150 words will be written in tandem with the reporter, and the photographer is expected to select a photograph and explain the story behind it.

### 2. Portraits

Solo pictures of a person or object where the subject is defined properly. The use of special techniques like double exposure, zoom burst etc would be given more emphasis while assessing these types of photographs.

### 3. Monochrome

To put it into simpler terms, it is an image that has only one colour. For example, any image that is black & white, sepia and cyanotype are considered as monochrome images.

### 4. Abstract Patterns

Patterns are something that is very evidently noticeable in our everyday lives, but the difference here is that none of the typical rules of thumb that we are taught early on, don't necessarily apply. Balancing, framing and capturing this type of picture requires a clean structural design of the patterns and textures in an image.

### 5. Standards

This depicts a picture that is a photograph that the photojournalist clicks, using their basic techniques. The use of ISO, aperture and shutter speed would be assessed more intricately here. This can also be considered as pictures that are used to showcase emotions.

## **IMPORTANT GUIDELINES**

1. Due to the variations in the way the committee rooms are located, it is recommended for the photojournalist to go out for a recce, to understand the way the light is working around the rooms.
2. Please ensure that your devices are charged and ensure that you carry spare batteries and memory cards.
3. Ensure that the pictures that will be taken will be in the highest clarity that is possible on your equipment.
4. Collaborate with your fellow journalists if necessary.
5. Editing anything except the brightness is strictly prohibited.

## **GENERAL FORMATTING**

Submissions are to be made in **.jpg or .jpeg** format via **Google Drive**

## **MARKING SCHEME**

- a. Framing
- b. Composition
- c. Clarity
- d. Alignment
- e. Story
- f. Punctuality
- g. Decorum and Demeanour
- h. Miscellaneous (to be discussed)

## FOR THE REPORTERS

### **Rules of Journalism: *Truth, Accuracy and Neutrality (TAN)***

**Truth:** Being truthful to your work is the basic ethic that any journalist must follow. Consider this to be the key factor that differentiates you from any one else who just spreads information. As a journalist, you must always look at how true the particular piece of information is before you decide to broadcast it. While being truthful is a very broad topic to ponder upon, in such a simulation all that we expect you to do is being aware as to what is exactly being said in the committee and penning it down in a format that does not come out to be attacking to anyone, while keeping it crisp and to the point.

**Accuracy:** Accuracy acts as a key factor to not only pen an article well, but also makes it easier for one who's reading to interpret the same. Accurate note-taking is essential. The usual rule is that notes must not only be accurate, they must also be contemporaneous. Always make clear when material has been provided by others. Attribution is essential. Say "according to..." or "it's being reported by..." and you are covered.

**Neutrality:** Being neutral simply means being unbiased. Whether it is via your behaviour or your reporting, being neutral and calm is the key to success when you are reporting. Your demeanour with the people around is something that you have to take utmost care of. Behaving formally while on duty is something that you should always keep in mind.

## TYPES OF SUBMISSIONS

**Beat-Based Articles:** A beat based article is a factual article detailing an argument of a particular aspect of the agenda. Your beat article can vary from being an incident that took place in the committee to being a completely research based article.

***Word Limit: 150 words to 200 words***

**Opinion Editorials:** The first step to writing any opinion editorial is research. Generally in an OpEd, one includes their research alongside their opinion, in a way that the reader understands the topic being discussed.

***Word Limit: 350 words to 400 words***

**Interviews:** An interview provides an opportunity for a personal interaction with a delegate. While interviewing a delegate, a journalist should pose questions in a manner that would bring out the required information, while clearing any sort of communication gap that must have been created during the progress of the committee.

***Word Limit: Can vary from answer to answer. Keep the number of questions to not more than 4.***

**Fictional Piece:** Creativity has no boundaries. Hence, the reporters get an opportunity to pen down their opinion in any form that they wish to. The only suggestion that the reporters get for this type of submission is to have no bounds with their ideas. Remember that this is your way you would go all out.

**Word Limit: 250 words to 400 words**

**Opinion Polls:** Considering that in the context of an MUN, delegates come from different countries, it is bound for opinions to vary. Hence, the journalists can express the varied opinion with the help of polls etc. 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 words to 300 words**

**Press Conference:** The Press Conference is another opportunity via which the reporters could question the delegates as a whole, at the same time get in their opinions. The questions that are asked in a press conference shall stick to the agenda. However, this is one way wherein the reporters ought to have their sources, their research on point.

**Consolidated Report:** Consolidated Report refers to the summation of both the days of the conference. The reporters are expected to write an article based on all the committee sessions that have taken place. Please refer to the guidelines to understand the difference between on record and off record content.

**Word Limit: 350 to 450 words**

## **IMPORTANT GUIDELINES**

- Follow the general formatting. Please note that by lines are **mandatory**.
- No plagiarism shall be entertained. In case of a scenario wherein there has been references made, providing citations is encouraged.
- Refrain from referring to a delegate by their name. Instead, refer to them as, “Delegate of XYZ”. However, in a committee wherein there are representatives who have portfolios (such as Rahul Gandhi, Narendra Modi etc) please write their official names.
- Do not use personal pronouns while referring to a delegate. Usage of “they”, “them” is encouraged. Yet, the use of “The Delegate” is always prescribed.
- ***Adhere to the deadlines.***
- Please keep in mind that **only the formal committee session is considered to be on record.** Unmods shall not be considered for the same.
- Sentences must be punctuated well and in syntax.
- Adhere to your committee’s timeline.
- Diplomacy should be maintained during committee sessions.
- No reporter shall create a hindrance to the committee’s proceedings.

## **GENERAL FORMATTING AND SUBMISSION GUIDELINES**

Font - Times New Roman

Headline - Font Size - 14 points

By Line - Font Size - 12 points

Body - Font Size - 11 points

Alignment - Justified

**Submission Format: Name of Reporter\_Committee\_ Type of Article**

## **MARKING SCHEME**

1. Grammar and Syntax (10)
2. Research (10)
3. Behaviour and Decorum (10)
4. Originality and Plagiarism (10)
5. Press Conference (10)