



# INTERNATIONAL PRESS CORPS STUDY GUIDE

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# WHAT IS JOURNALISM?



Journalism is the activity of gathering, assessing, creating, and presenting accurate facts and information to the general public. (The American Press Institute) Its purpose is to actively engage in society as a middle man that bridges the people with governing bodies to enable the Right to Information among citizens. It helps guide the people in making quintessential decisions that affect not only themselves but also their community, government, and the nation as a whole.

Journalism and the Media are indispensable and are thereby referred to as the “Fourth Estate” of the Democratic process as it not only informs and educates the public but simultaneously acts as a watchdog, enabling a system of checks and balances, keeping those in authority in line, urging and ensuring accountability.

In the United Nations, journalists collaborate with diplomats and report on the resolutions adopted and conference proceedings.



# INTRODUCTION



Maybe you've always been interested in foreign affairs and international relations but felt like being a delegate representing a nation wasn't for you. Perhaps you have a better knack for expressing your point of view through the written word. Have you found journalism interesting and never found an outlet to try your hand at it?

If this sounds like you, the International Press Corps might be for you. Similar to how delegates representing a country engage in open debate in other committees, IPC delegates are journalists who represent news agencies. Our goal is to provide aspiring journalists and budding writers the unique opportunity to put their skills to good use, in the backdrop of the hustle and bustle of a MUN conference.

At SLRMUN 2022, you will be allocated to one of the following news agencies:

- *The Guardian*
- *Reuters*
- *Al Jazeera*
- *The New York Times*
- *The Daily Mirror*

- Similar to how regular delegates are required to adhere to their foreign policy, IPC delegates are required to follow their news agency mandate, style, and structure, and play the role of a journalist belonging to the respective news agency.

- An IPC delegate representing a news agency (The Guardian/Reuters/Al Jazeera etc.) will thereby be assigned to one of the following committees that will be simulated at

SLRMUN 2022:

- UNSC
- UNHRC
- UNICEF
- SOCHUM

While IPC delegates are required to observe and report council proceedings, they will also be expected to produce enticing articles full of debate analysis at a news angle of your choice within the guidelines and alignment of your news agency's mandate.

Delegates must take it upon themselves to remain unbiased of their personal opinions when forming these articles, staying true to their news agency's biases.

(i.e.- For example, Al Jazeera journalists will compose their articles in favor of Middle Eastern nations, Fox News looks into a largely conservative American audience etc.)

IPC delegates are encouraged to engage, interact and interview the delegates in their committee and compile their article with quotations from committee proceedings, interviews as well as pictures captured mid-debate. Using intelligent humor is encouraged to boost readership appeal.

# NEWS AGENCIES



## **The Guardian**

Founded in the May of 1821 by John Edward Taylor, this British newspaper has served the public for over 197 years. In 1936, 'The Trust' was created to secure financial and editorial independence of The Guardian in perpetuity and to safeguard the journalistic freedom, integrity, and liberal values of The Guardian free from commercial or political interference.

The Guardian's Article Guide:

<https://www.theguardian.com/books/2008/sep/25/writing.journalism.news>

## **Reuters**

Reuters is an international news agency headquartered in London, United Kingdom, and also one of the largest in the world. It is a division of Thomson Reuters. Until 2008, the Reuters news agency was a part of an independent company, Reuters Group plc, which was also a provider of financial market data.

Reuters Handbook of Journalism: [http://handbook.reuters.com/index.php?title=Main\\_Page](http://handbook.reuters.com/index.php?title=Main_Page)

## **Al Jazeera**

Al Jazeera, meaning "The Island", in Arabic, is a media network that has stated that they are editorially independent of the government of Qatar as the network is funded through loans and grants rather than government subsidies. Launched in 1996, Al Jazeera Arabic was the first independent news channel in the Arab world dedicated to providing comprehensive news and live debate.

Journalists of Al Jazeera are expected to follow this:

<https://network.aljazeera.net/about-us/our-values/standards>



### **The New York Times**

Nicknamed "The Grey Lady", the New York Times has long been regarded within the industry as a national "newspaper of record". The paper's motto, "All the News That's Fit to Print", appears in the upper left-hand corner of the front page. Founded in 1851, the paper has won 125 Pulitzer Prizes, more than any other newspaper.

New York Times Guide on Ethics of Journalism:

<https://www.nytimes.com/editorial-standards/ethical-journalism.html#>

### **The Daily Mirror**

Daily Mirror is a daily English-language newspaper published in Colombo, Sri Lanka, by Wijeya Newspapers. Its Sunday counterpart is the Sunday Times. Its sister newspaper on financial issues is the Daily FT.

Refer to the structure, style, and biases of articles by The Daily Mirror by referring to their website: <https://www.dailymirror.lk/>

To further gain an understanding of the Daily Mirror's style, analyze, compare and contrast with other affiliated contemporary media houses in Sri Lanka.

# ARTICLE STRUCTURE AND COMPOSITION:

Journalists of the IPC are expected to follow “best practices” & “structures” of journalism to standardize and take your reporting experience during conference up a notch.

## **Structure:**

1. **HEADLINE-** The headline is the text indicating the nature of the article below it , your headline should be captivating and specific to the article you are composing.
2. **BY LINE-** Authorship and news agency.
3. **SKETCH OR PHOTOGRAPH (OPTIONAL)-** Suitable caption should be included.
4. **PLACE LINE (OPTIONAL)-** Where the story begins.
5. **LEAD-** Opening section of the article. The Lead should be less than 25 words, interesting, and convey the most important information. The ideal lead will set the tone for what follows. Do not try to cram unnecessary information, digress, or become repetitive. Conciseness and simplicity are key.
6. **BODY-** This is the main section of the article, containing the whole story and will elaborate the important information stated in the lead. End it with an appropriate closing remark & try to instigate a reaction or question from your reader.

## **TIPS:**

1. Introduce sources such as quotations and statistics to verify accuracy.
2. Ensure a clear explanation of the 5Ws and H (Who, What, Where, When, Why, and How).
3. Always report in the third person and in active voice.
4. Note that the above guidelines are blueprint “best practices” journalists are required to draw from. They may be modified to fit the mandate of the respective news agencies.
5. Normal delegates are not permitted to meddle around with electronic devices during committee proceedings but IPC delegates can! Use this to your best advantage.
6. Teamwork and spirit: Helping fellow journalists not only makes your conference experience memorable but may or may not contribute to the final news agency-based group award as well.





# SUBMISSION:

## **Deadlines:**

Following deadlines is an important aspect of the press. You will be regularly updated on the deadlines by the Heads of IPC and the inability to meet them will have a negative effect on your entire conference experience and final evaluation criterion for awards.

Articles must be submitted electronically as a Microsoft Word document (.docx) at the end of each day of the conference.

## **Format:**

Your articles will be named in the following manner: The name of your article and then your

name separated by a hyphen followed by the name of the news agency you are in.

*i.e: North Korean Forced Labourers in Poland - Deshara Perera (The Guardian)*

In interviews, you shall write the designation of the person and council and then your name for submission. However, your article will have the headline of the most important quote according to you.

*i.e: File submission name - "Interview with Iran (UNHRC) - Deshara Perera"  
but the headline might be "We believe in capital punishment."*

Articles cannot be edited after submission, and you will be evaluated by what you submit.

**The font size of the article: Times New Roman, Size 12**

**Word Count: 750 – 1000**



# WRITING STYLE & REFERENCES:

Please keep the following points in mind while writing your articles:

1. **INVERTED PYRAMID STRUCTURE** - News articles are commonly written in a format known as the “inverted pyramid structure”. Start with a lead paragraph that conveys the most essential facts of the story which is then developed into detailed subsequent paragraphs.

2. **EMOTIONS** - Do not use feel in context to a delegate's emotions.

3. **RESEARCH** - Proper research regarding the topic you report on can create a powerful article and will ensure the reader you have adequate knowledge on the issue discussed. Anything you choose to write on should always be factually coherent. Feel free to add your own knowledge and readily available information on the internet or other credible sources to back up your claims.

4. **HUMOR** - Articles may have an element of humor to them. Humor makes any text more interesting to read, but more importantly, showcases the journalist's skill.

5. **COUNTRIES:** Use the proper name for all countries on the first reference and abbreviations on the second.  
i.e.- Republic of Korea and Korea

6. **DELEGATES:** Never refer to delegates by their name. Use instead, for example, the Delegate of the Republic of Korea on reference and RoK on the second reference.



7. **TITLE:** Make sure your article always has a suitable and appropriate title that captures the main focus of the article.

8. **PLAGIARISM AND PROFESSIONALISM:** As IPC delegates, you are to never indulge in plagiarism. Articles that are submitted to the Editor-in-Chief has to be original. If any acts of plagiarism are found, the journalist will be suspended immediately. Note that your eligibility for awards will be disrupted in the case plagiarism is detected during the marking process.

To be professional means to adhere to all basic ethics and never let your personal feelings towards any Delegate/Country/Delegation/Person affect your reports. You are to remain unbiased and represent the interest of your assigned media outlet.

9. **SMART REPORTING:** Do not report the proceedings of your assigned committee word to word. Pay attention to what happens in the committee and select one important topic as the center of your report. Focus on the interesting bits because not everything has to be reported. Be analytical. Think critically.

10. **FLOW:** Establishing “flow” is one of the creative areas of the writing process. Journalists are expected to combine their research with varied wording and sentencing structure in order to communicate ideas clearly and further engage the reader.

11. **STYLE AND TONE:** Make sure there is a balance between formal and informal tone. Positive constructions should be used.

12. **WORD COUNT:** Stick to it.



# PRESS STATEMENTS

Typical delegates have Foreign Policy Statements (FPS). IPC delegates have Press Statements!

The key to writing the ideal press statement or any news article lies with the ability to grab the reader's attention with a captivating headline and an informative yet concise lead paragraph.

Press statements will emulate a general news article format, using the inverse pyramid structure and IPC delegates are to choose one out of other topics chosen by the Heads of IPC to report on.

Your article should be in line with your news agency's mandate and biases. Delegates are expected to refer to the mandate and articles of their relevant news agencies to get a thorough understanding of their writing style.

*Points to keep in mind:*

- No *personal opinions* should be included in your press statement. Opinions of the respective news agency can be used.
- *Journalism, not creative writing*: This article should be reported strictly in a factual sense. Make sure to keep things interesting with sound conduct in language. However, avoid overusing too many adjectives, flowery words, and euphemisms.
- Always verify the details of your article and *crosscheck* the facts and statistics provided by you in your report.
- Delegates are encouraged to bring their *research* notes.
- All press statements should be submitted electronically.



# PREPARATION PRIOR TO THE CONFERENCE, PRACTICE DEBATES AND AWARDS

IPC journalists should thoroughly study the study guide and the mandate of their respective committee. You should do thorough research on the Practice Debate and conference topics and have a good knowledge of your respective news agency.

IPC journalists must bring their own laptop/tablet, pen drive, necessary stationery, and other materials you may need. Make sure to inform the Heads of IPC regarding any issues regarding devices beforehand. Efforts would only be made to attend to the necessary accordingly. If you wish to take photographs or record videos to support your written work, you must bring your own equipment to do so.

Please take care of your electronic devices and other valuables, SLRMUN 2022 will not be held liable in the event of damage, loss, or theft.

## RESEARCH METHODOLOGY:

The confines of an in-house conference limit us to what we want to call investigative journalism, but your preparations will be severe. You can use the following guidelines for effective research.

You must be adequately prepared to understand the debate.

- Go through the backgrounds for a basic understanding of the agenda and then the documents and links it mentions. The background guide can be obtained from the website of the conference.
- Read about the agenda and various perspectives on it. Aid and form an opinion.
- Understanding the legal, social, cultural, and economic implications of the debate.
- Read about the foreign policy and agenda perspective of nations that you might think will majorly impact the debate.
- Access the quality of research required through [www.aljazeera.com](http://www.aljazeera.com) and see how the research and content are balanced.



# AWARDS:

## Individual Awards:

- 1. BEST JOURNALIST:** Awarded to the delegate with highest overall mark from individual articles (Press statement, articles on day 1 & 2 of the conference)
- 2. BEST PRESS STATEMENT:** Awarded to the highest scored press statement.
- 3. HONORARY MENTION:** Awarded to the delegate with the second-highest overall mark from individual articles.

## Group Awards:

### 1. OUTSTANDING NEWS AGENCY:

Awarded to the news agency with the overall highest total score. (Based on the total points of each delegate in the relevant agency for their individual articles and group article)

**\*\*By the end of the conference, you would have written a minimum of the following articles:**

- **The Press Statement** (*Graded, Applicable for awards*)
- **Article I (Practice Debate Day I)** (*Graded, not applicable for awards*)
- **Article II/III (Conference Day I/Day II)** (*Graded, Applicable for awards*)

**Failure to submit the above mandatory articles will eliminate your chances of receiving awards.**





# CLOSING REMARKS: USEFUL TIPS & LINKS FOR FURTHER READING

In order to maintain the exact freedoms given to reporters, a set of codes and policies will make it less likely for them to cross this boundary. The code of ethics outlines your boundaries, within which you should feel comfortable to work in. Being able to enter and leave the committee at any time is a privilege, not granted to everyone, and should be respected. Do not disrupt the flow of any committee for it may cause inconvenience to the delegates and the Chairs.

## **TIPS:**

- Read other committee background guides before entering the conference, so as to have a better understanding of their agenda and the politics that will stem from them.

- Avoid asking yes-or-no questions, as these probably won't produce very interesting quotations.

Leave your questions open-ended and give your subject the chance to explain himself in his own words.

- Keep your sentences concise and informative.

- Accuracy is crucial. Facts, Quotes, and Names must be double-checked.

- Reporters are advised to read news articles in order to get a general idea of the style of writing.

- An article's introduction may be clever or witty, given that the subject is light-hearted. However, a more serious subject, that is of 'breaking news' character, should be treated with the same seriousness; direct and to-the-point.

- Whenever you take interviews or use delegates names in your reports, make sure the involved

persons are aware of the fact that their names or statements are being used.

- Keep a dictionary at hand.

- Maintain structure in your articles. Use punctuation appropriately and break your article down into concise paragraphs.

- Know your audience and write accordingly.

**ABBREVIATIONS:** No periods should be used separating letters of an abbreviated organization or agency. Only standard acronyms and approved abbreviations should be used.

(i.e: SLRMUN, UNSC, UNHRC, UNICEF, SOCHUM, WHO, NATO, ICJ, USSR, UK, USA)

**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. Sri Lankan Rupees shall be written as LKR and not Rs. 18

**BOOKS AND PRINT SOURCES:** Names of all books and print sources should be capitalized and italicized, such as *The Newsletter*, *The 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.”

**NAMES:** Verbal verification is mandatory on all named sources. Naturally, all proper names are 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.

**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 (i.e.: ...) 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 in 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. Deshara 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.”

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

**UN TITLES:** These titles are not be abbreviated. UN and SLRMUN official titles include Secretary-General, Under-Secretary-General, Director, Head/s of (xyz). Secretary-General shall never be abbreviated as Sec Gen.

### **RESOURCE LINKS FOR FURTHER READING**

For a glossary of Journalist terms:  
<https://www.journalism.co.uk/glossary.shtml>

To understand the expected standard of integrity and ethics: <http://www.journalismdegree.com/ethics/>

For an in-depth analysis of the expected reporting style:  
<https://webwisewording.com/inverted-pyramid/>

More information on the IPC Committee:  
<https://bestdelegate.com/a-guide-to-model-un-press-corps-committees/>

To brush up your knowledge on MUN proceedings: How To Model United Nations by Pulse  
<https://youtu.be/zhFfZSkMp2s>



