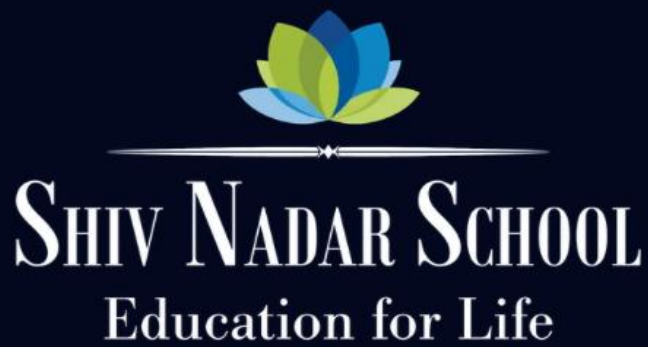


SHIV NADAR SCHOOL MUN 2026

Polarities, Power & Planet



INTERNATIONAL PRESS CORPS (IPC) GUIDELINES

Introducing the International Press Corps (IPC)

At Shiv Nadar School Model United Nations (SNSMUN), the IPC has been established as a body of journalists, illustrators and photographers that work together to document, analyse, and report on the proceedings of the two-day MUN conference. Amidst the passionate debates and harmonious resolutions, the IPC acts as a platform that allows students to bring the nuances of the MUN to the forefront through articles, satirical pieces, cartoons, interviews, snapshots and more. Members of the IPC will be encouraged to cover specific committees in detail while also getting the opportunity to engage with the delegates of the committee, with the aim of accelerating discussions and calling delegates into question.

Working of the Committee

Delegates of the IPC will contribute to a newsletter called 'The Delegate Daily', with 2 volumes being produced by the culmination of the MUN, each volume corresponding to the happening of a single conference day. Every morning, they are required to report to the IPC committee room. There, they will receive briefings on the day's tasks, including detailed qualitative and quantitative expectations for each assignment. Deadlines for each assignment will be specified, and it is crucial that delegates meet these deadlines, as timely submissions are key to the success of the IPC.

All delegates are required to bring their own necessary equipment: journalists must bring their electronic devices and chargers, illustrators should bring their art materials, and photographers need to bring their cameras. Internet access and charging ports will be available in the IPC committee room. Beyond this no further supplies will be provided unless previously communicated and corroborated by the Director of IPC. If a delegate fails to procure their own materials during committee, their work will be marked accordingly and a lack of submissions due to this will be penalised, affecting overall scoring and award eligibility.

During committee sessions, IPC delegates have the option to either observe the debates in their assigned committees or remain in the IPC committee room to work on their tasks upon observing debate and gathering sufficient material on which they may build their submissions. If delegates choose to attend sessions in their assigned committees, it is crucial they do not disrupt proceedings. They are encouraged to ask questions and seek clarifications from committee delegates via chits when the floor is open for them during unmoderated debate. Approaching the Executive Board should be done only when appropriate and crucial, they may approach the IPC Secretariat/Executive Board for clarifications throughout committee sessions.

Delegates working in the IPC committee room must maintain decorum at all times and must not be engaged in work impertinent to the MUN proceedings or given tasks.

Task Concepts

Along with their creative expression in their pieces, illustrators and photographers will also be assigned certain tasks to complete during the MUN. Tasks are essentially a certain piece the illustrator/photographer needs to make in addition to pieces made as per one's own creative liberty. These tasks will be announced during the committee session with opportunity for clarification from the IPC secretariat. For instance, illustrators will need to make one piece where the events of the committee are drawn by incorporating a popular meme into the drawing, an MUN Meme Challenge. Similar tasks

will be assigned for photographers as well, to instill creativity, push delegates outside their comfort zones, and encourage multimedia content.

Press Ethics

Press ethics is the adherence to integral standards and principles in the dissemination of information, ensuring accuracy, fairness, and impartiality. It involves maintaining transparency and accountability to foster public trust and uphold the credibility of the media. IPC delegates are expected to uphold all standards of media ethics in the pieces they submit, and must adhere to the following rules:

1. **Referencing and Citations:** Applicable to work during and preceding the conference, delegates are required to cite their work in the Chicago citation style. Delegates are recommended to use citation generator tools-either via browser extensions (eg. Scribbr) or downloading an appropriate google docs extension (eg. Paperpile) for any and all information they have researched on and used in their piece and isn't solely their or a delegate's opinions.
2. **Artificial Intelligence Policy:** Use of AI has to be strictly limited, and should be utilised only for inspirational purposes, which must also be cross-checked by the delegate through reliable sources. Any use of AI (above 15% AI on checking tools) beyond the aforementioned will result in immediate disqualification of the submission and will render the delegate ineligible for an award.
3. **Plagiarism Policy:** Plagiarism is unacceptable, only a below 20% plagiarism rating shall be allowed. Thorough use of citations and bibliography is urged to avoid the same. Anything that goes beyond said limit will result in disqualification of the piece and render the delegate inapplicable for an award.
4. **Credibility of Sources:** Any and all use of non-credible sources is strictly prohibited, and should not be utilised or cited under any circumstances. Usage of such sources to build a background knowledge is acceptable but must not be directly referred to or solely relied on for any work submissions.
5. **Originality of Work:** All work submitted must be original and must be done during the two days of the MUN conference only. Pre-prepared pieces of any sort will not be accepted. If a delegate is found in violation of this, they will be rendered ineligible for any awards.
6. **The Role of Media:** The press is accountable for their reportage and must always preserve the integrity of their reports, be it in the form of written, drawn or clicked media. While the press may choose to introduce new conflicts in committee on the following committee day or influence decisions via pointed questions, remarks, pieces, they may not present partial truth, misuse data, or warp facts.

Source Guide

The following sources are examples of acceptable sources:

- International Sources: Reuters, AP, AFP, BBC, Al Jazeera, DW, France 24, The Guardian, NYT, Washington Post, etc.
- Financial: Bloomberg, The Economist, Financial Times, etc.

- Regional: Kyodo News (Japan), Africanews (Africa), Agência Brasil (Brazil), The Hindu (India), Haaretz (Israel), El País (Spain), Sydney Morning Herald (Australia), Xinhua (China), etc.
- Specialised: United Nations Reports, Human Rights Watch, Amnesty International, International Crisis Group, Pew Research Center

The following sources are examples of unacceptable sources:

- Tabloid: Daily Mail, The Sun, National Enquirer
- Biased (unless it fits with Agency Bias): RT, Sputnik, Press TV, Breitbart, Fox News Opinion
- Conspiracy: Infowars, Your News Wire, Gateway Pundit
- User-Generated/Social Media: Wikipedia, Reddit, Quora, Twitter (unverified)

Deadline Policy

Once delegates finish their respective tasks, they must share the assignment WITHIN the committee session (if so directed) to the ipc.snsmun@gmail.com email ID. Deadlines are set with consultation with the delegates, so delegates should ensure that they plan well in time.

Consequences for Late Submissions:

- 5-minute delay: No feedback and comments will be provided (Journalists' pieces will be edited without review).
- 10-minute delay: The assignment won't be included in the Delegate Daily.
- 15-minute delay: The delegate will not be eligible for ANY awards.

Press Conference

Press conferences enable IPC delegates to act as intermediaries between those being questioned and those posing the questions. At SNSMUN, all IPC delegates will conduct press conferences in their respective committees. Each press conference will last 15-20 minutes, with IPC members either asking 3 questions, excluding follow-ups, or documenting the same via photos and videos.

For Journalists and Illustrators

- Each journalist and illustrator will be responsible for asking questions on behalf of their agency and personal perspective upon observing a committee. Journalists and Illustrators will be assessed on the relevance of their questions, any follow-ups questions they ask as per the discretion of the Executive Board and Secretariat member present, and influence of agency bias.
- Before the conference, delegates must formulate questions based on research, evidence, and their observations of committee proceedings. Preparing a surplus of questions is essential to avoid repetition if another IPC delegate has already asked a similar question.
- Questions may be directed to specific delegates, members of a particular bloc, or the committee at large. If the question is directed to a bloc or the committee at large, the Director IPC will determine who responds. Follow-ups are encouraged if the initial answer is unsatisfactory and reflect the IPC member's grasp of the agenda. However, permission for follow-ups is at the discretion of the Director IPC. While confidence and spontaneity are crucial during a press conference, the quality of questions remains paramount.
- All questions must be submitted for a relevance check and necessary corrections to the IPC email (ipc.snsmun@gmail.com) a maximum of 15 minutes before the press conference, asking questions which haven't been approved by an IPC secretariat member is prohibited and will be downmarked.
- Copying or plagiarizing questions from previous days, AI, or other delegates is strictly prohibited.
- There will be a strict policy regarding attendance at the press conference. If any delegate misses or fails to participate, they will face a score deduction affecting any awards they may be in contention for, and must submit a written explanation to the Director of IPC. If this issue persists, additional consequences will apply, including extra workload in the form of additional writing tasks, which must be completed within previous deadlines.

For Photographers

- Photographers will attend the press conference and be evaluated based on the quality of their coverage and overall presence.
- There will be a strict policy regarding attendance at the press conference. If any delegate misses or fails to participate, they will face a score deduction affecting any awards they may be in contention for, and must submit a written explanation to the Director of IPC. If this issue persists, additional consequences will apply, including extra workload in the form of additional writing tasks, which must be completed within previous deadlines.

Committee Instructions for Journalists

This year, the journalists of the International Press Corps will have the responsibility of holistically representing their allotted news agencies. They will not only embody agency bias but also analyse the committee proceedings and reflect the same in their written pieces. Journalists will be assigned 1-2 pieces a day (number variable as per Director's discretion) to work on and will have full freedom to collaborate with illustrators and photographers in the same committee as them to enhance the quality of their pieces.

Being allotted news agencies, journalists will require extensive research to provide a clear and honest picture of the happenings of the committee. Please note that articles written are not meant to be simply records or documentations of committee proceedings, and must display political, social and economic analyses of the issues being tackled by the committee.

Understanding Agency Bias

Bias is not just about what is said, it's about how it's said. Each news agency has a distinct tone, structure, and style. Some prefer concise, straightforward reporting, while others prefer more dramatic storytelling. Some rely heavily on statistics, while others use powerful quotes, sentiments, and dramatization. Take the time to analyze how your agency presents information and ensure that your writing reflects that style. As a journalist representing your agency, it is your task to know where your agency stands. Read up on how it has covered similar topics in the past, pay attention to its choice of words, and focus on which side of the story it favors. Be familiar with opposing/parallel views compared to your own agency's bias, and correlate the agenda and its underlying principles with those of the country that your news agency belongs to.

Pre-Conference Research

1. **Agency Bias:** A news agency to a journalist is what a country is to a delegate—it shapes your perspective, influences your reporting, and defines your writing style. Just as a delegate represents their country's stance in the debate, a journalist must reflect their agency's editorial voice in every article, whether this be an aggregate of the Agency's reporting over the years, or an era-specific/journalist-specific approach. This means understanding not only the bias of your agency but also the information it chooses to report and the tone with which reporting is carried out.
2. **Background Guides:** It is highly recommended that journalists go through the background guides of their allotted committees as a starting point to gain an idea of the agenda at hand. Further research is encouraged.
3. **Further Research:** While background guides help us create a basic understanding of the agenda, it is important to dive deep into the nitty-gritties of the agendas, and they shouldn't be your only source of information. To write in-depth, unique articles with varied perspectives and context, extensive and credible research is required. Explore news articles, expert opinions, government statements, and academic papers to get a well-rounded perspective on the topic. Ensure you use

credible sources of information for the same. While compiling your final article, keep in mind that they are not meant to be simply records or documentations of committee proceedings, but rather have a unique analysis of the events that took place, providing a complete view on the topic, covering all social, economic and political aspects of the agenda and its impacts. Ensure to add journalistic flair in order to intrigue potential readers.

Position Papers (Pre-Conference Submission)

Journalists will also be required to submit a Position Paper before the conference, conveying the following topics within a paragraph each:

- Their agency's background, focus, journalistic style as per a thorough survey on previous work of the agency. Mentioning specific pieces, authors, eras, is allowed and recommended.
- They must choose the agenda for their allotted committee for the MUN this year and elaborate on their agency's views on those topics, this doesn't have to be historical in nature, but with a present focus and what they expect these committees to discuss and solve.
- They must analyse the larger theme of "Polarities, Power & Planet" through the journalist's personal perspective, detailing its relevance in contemporary times, overarching issues or themes they see and their expectations from their time at this MUN.

A 1-2 page position paper will be accepted with no fewer than 600 words. It is to be noted that the deadline for submitting the position paper is 11:59 PM on 28th of July, 2026. All papers must be emailed to ipc.snsmun@gmail.com as a PDF. The email and PDF should be titled "Position Paper - Agency - Delegate Name".

Press Conference Analytical

After the Press Conference, Journalists will be expected to submit a short analytical piece (350-400 words) based on the questions asked and responses provided. It should be a short, crisp sketch of the press conference laced with analysis and opinion, keeping agency bias in mind.

Submission Guidelines

Submissions must be written in Times New Roman, size 11 font, with 1.5 spacing between text, justified alignment and normal margins (this document adheres to the same format) and emailed to ipc.snsmun@gmail.com. They should be titled according to the nature of the piece, short, snappy, eye-catching titles are encouraged. The byline must always state the name of the journalist and the agency name. All documents must be titled "Journalist - Agency - Piece Title - Committee/Press Conference" and must be shared as a Google Doc (with editing rights) or a .docx file.

Committee Instructions for Illustrators

Illustrators of the International Press Corps will have the responsibility of satirically capturing moments in committee. Illustrators will be assigned 1-2 pieces a day (number variable as per Director's discretion) to work on and will have full freedom to collaborate with journalists and photographers in the same committee as them to enhance the quality of their pieces.

These pieces must be hand drawn on paper. Please note once again that you will be required to carry your own art materials and other equipment you may require. While presenting their art, illustrators should keep the following points in mind:

- **Respect and Sensitivity:** While exaggeration is key to caricature, it's important to avoid offensive depictions. Respect the subject's features and avoid perpetuating stereotypes.
- **Context and Relevance:** Ensure that the caricature is relevant to the context of the committee, or the personality being portrayed. It should contribute meaningfully to the agenda and should not be a mode of ridicule.
- **Clarity and Recognition:** Even with exaggerated features, the caricature should still be recognizable. Focus on distinct characteristics that make the person identifiable.
- **Humour:** Illustrations should be fun and engaging. Aim to bring a light-hearted touch without crossing into mockery.
- **Ethical Considerations:** Maintain professionalism and adhere to ethical standards. Avoid political bias or personal attacks through your art.

Research

For the art to have the most impact and be the most relevant to the agenda, it is advised that illustrators do their own research on the committee to understand the flow of the committee. Tips from researching are as below:

- **Background Guides:** It is highly recommended that illustrators go through the background guides of their assigned committees as a starting point to gain an idea of the agenda at hand. Further research is encouraged.
- **Be familiar with opposing/parallel views** that could arise in committee and correlate the agenda and its underlying principles with those of the countries participating.
- **Using credible sources** to ensure your cartoons are relevant and accurate in their critique on the issues is also critical.

Press Conference Comic Strip

After the Press Conference, Illustrators will be expected to submit a comic strip based on the questions asked and responses provided. It should be a short, crisp depiction of the press conference laced with satire and humour and must capture the essence of the scene with respect to

the agenda. This will be in addition to the tasks you may already have for committee sessions, so ensure that only a singular drawing/cartoon and not a large complex piece is submitted.

Submission Guidelines

They must be submitted as a clear coloured image in the .png, .jpeg, or .jpg format only. All documents must be titled "Illustrator - Piece Title - Committee/Press Conference". Each art piece must be titled and should be accompanied with a single line caption which briefly adds to the satire or explains the depiction of the artwork. All work must be mailed to ipc.snsmun@gmail.com.

Committee Instructions for Photographers

Photographers of the IPC will have the responsibility of honestly capturing moments in committee. Having the least bias and the clearest intentions, a photographer's role is essential as it forms the basis of transparency in media. Photographers will be required to submit 10-12 photos a day (number variable as per Director's discretion) and will have full freedom to collaborate with journalists and illustrators in the same committee as them to enhance the quality of their pieces.

Please note once again that you will be required to carry your own camera and other equipment you may require. While clicking photos, photographers should keep the following points in mind:

- Ethical Conduct: Always obtain consent before taking photos, especially in sensitive situations. Respect privacy and avoid intrusive behaviour.
- Context and Storytelling: Aim to tell a story with your photos. Capture moments that convey the essence of the event or subject, providing context and emotion.
- Adaptability: Be prepared to adapt to different lighting, environments, and dynamic committee settings to capture spontaneous actions.

Research

For the photos to have the most impact and be the most relevant to the agenda, it is advised that photographers do their own research on the committee to understand the flow of committee. It is highly recommended that photographers go through the background guides of their assigned committees as a starting point to gain an idea of the agenda at hand. Further research is encouraged.

Press Conference Submission

After the Press Conference, Photographers will be expected to submit a collage of photos based on the questions asked and responses provided. It should be clear shots of the press conference capturing the essence of the agenda, and preferably telling a story using only the lens. Video/montage submissions will be accepted for this submission and will be highly encouraged.

Submission Guidelines

Final, edited photos must be submitted by creating a google folder for each committee session titled "Photographer - Committee - Committee Session No. - Day". They must be submitted as a clear coloured/black and white (as per discretion) image in the .png, .jpeg, or .jpg format only. All documents must be titled as the short caption with which they would like their work displayed. All folders must be mailed to ipc.snsmun@gmail.com.