

Novice Guide to MVHSMUN



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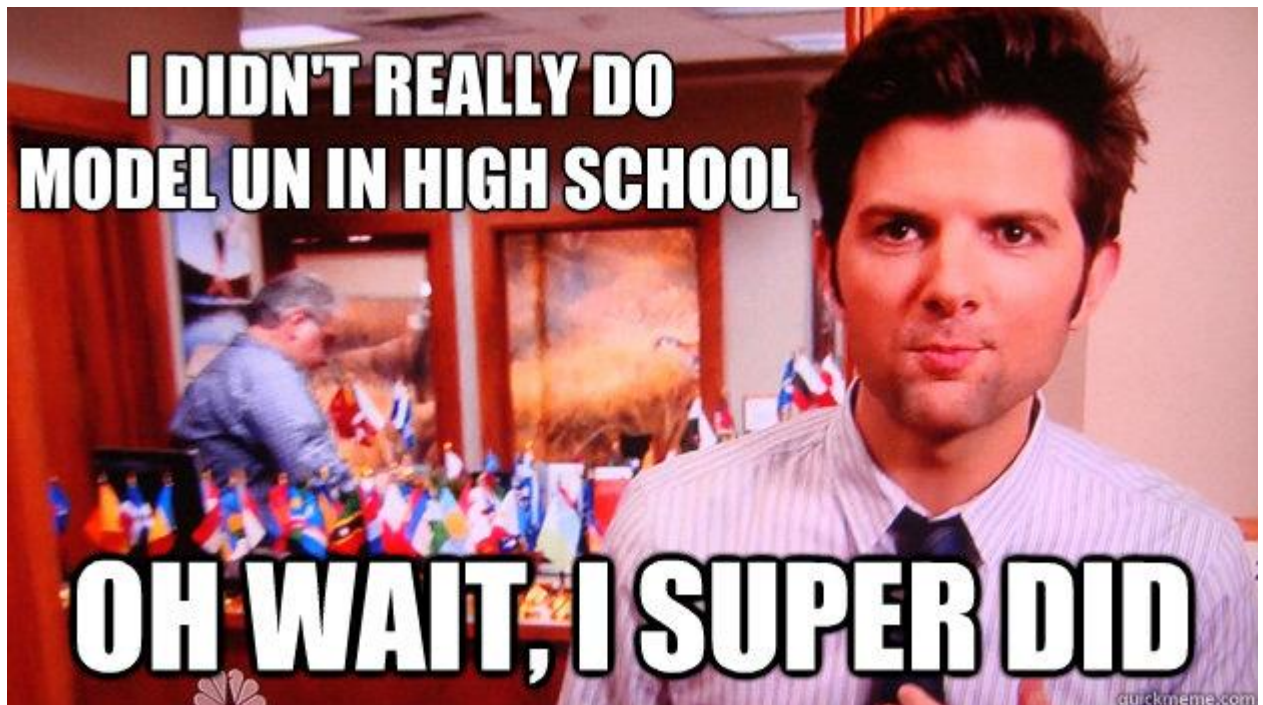
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Welcome to MUN!

What is MUN? Model United Nations is a simulation of the UN General Assembly and other multilateral bodies. In Model UN, students step into the shoes of ambassadors from UN member states to debate current events. While playing their roles as ambassadors, student “delegates” make speeches, prepare draft resolutions, negotiate with allies and adversaries, resolve conflicts, and navigate the Model UN conference rules of procedure – all in the interest of mobilizing “international cooperation” to resolve problems that affect countries all over the world. Before playing out their ambassadorial roles in a Model UN simulation, students research the issue that their committee will address.

Model UN participants learn how the international community acts on its concerns about topics including peace and security, human rights, the environment, food and hunger, economic development and globalization. Model UN delegates also look closely at the needs, goals and foreign policies of the countries they will represent at the event. The insights they gain from their exploration of history, geography, culture, economics and science contribute to the authenticity of the simulation when the role playing gets under way. The delegates’ in depth knowledge of their countries guarantees a lively and memorable experience.

The best thing about MUN is that it brings people together. There will always be someone to guide you through and answer your questions, so don’t be scared because MUN is FUN!



MUN Vocab

Here's a mini glossary of words and phrases you'll hear thrown around in MUN.

General Terms:

Abstain- In Voting Bloc, the position of neutrality on a resolution. If you abstain, you are voting neither yes nor no and your vote will not be counted.

Chair/Chairperson- A member of the dais that moderates debate, keeps time, rules on points and motions, and enforces the rules of procedure. They run the committee.

Crisis - A type of committee where chairs simulate catastrophes that are constantly changing. This is usually not a novice committee.

Dais- The group of people, usually high school or college students, in charge of a Model UN committee.

Decorum- The order and respect for others that all delegates at a Model UN conference must exhibit. The Chair will call for 'decorum' when he or she feels that the committee is not being respectful of a speaker, of the dais, or of their roles as ambassadors. *Decorum, delegates!*

Dilatory- Used by a chair to rule out a motion for the sake of order, essentially denying the motion's ability to pass. *I'm going to rule that dilatory, seeing as we do not have enough time for that unmod.*

Gavel- The tool, shaped like a small wooden hammer, which the Chair uses to keep order within a Model UN committee.

Gavel Hunter/Power Delegates- A delegate who goes out of their way to shut down others' ideas, and generally is rude or unfriendly in their quest to win an award. Do not say this to someone's face, as this is considered an insult.

"Highly Smile Upon" - A phrase used by the chairpersons to suggest a motion or change be made. *The chair would highly smile upon a fifteen minute unmoderated caucus.*

Motion- A request made by a delegate that the committee as a whole do something. Some motions might be to go into a caucus, to adjourn, to introduce a draft resolution, or to move into voting procedure.

Point- Similar to a motion, points are used to request a change to the whole committee, usually in the interest of getting information.

Secretariat- The board of students that runs a school's program, each position with specific tasks. MVHS' secretariat consists of a few sophomores, but mainly juniors and seniors.

Speaker's List- A list that determines the order in which delegates will speak. It is determined at the beginning of a committee. At most conferences, one can re-add themselves to the speaker's list.

Yield- This is when a speaker decides to give up the remaining time in his or her speech. This is often used during the presentation of resolutions: *I yield the rest of our time for questions.*

Points:

Point of Inquiry- used when a delegate has a question about something that is not clearly understood in committee.

Point of Personal Privilege- used when a delegate experiences personal discomfort that hinders their ability to participate in committee.

Point of Order- used when a delegate believes that there was a mistake made regarding the rules of procedure.

Caucus Terms:

Formal Caucus- The part of committee in which resolutions are presented. A motion will be made to move into Formal Caucus.

Moderated Caucus- A series of speeches which lasts for a certain amount of time where delegates give consecutive speeches without comments or questions in between. It is usually done with a certain subject in mind.

Unmoderated/Informal Caucus- A type of caucus in which delegates leave their seats to mingle and speak freely. Enables the free sharing of ideas to an extent not possible in formal debate or even a moderated caucus. Frequently used to sort countries into blocs and to write working papers and draft resolutions.

Blocs- A group of countries in a similar geographical region or with a similar opinion on a particular topic. Blocs typically vote together, so if you research your bloc before going to committee, you'll be able to find similar states more efficiently.

Resolution Terms:

Resolution- A document that has been passed by an organ of the UN that aims to address a particular problem or issue. You will write one of these for every topic in a committee. Typically, 1/3 of one's resolution group goes up to present the resolution to the other members of committee.

Sponsor- One of the writers of a resolution. There is no limit to the number of sponsors.

Signatory- A country that is in favor of the *discussion* of a resolution. A signatory need not support a resolution; it only wants to hear it presented. Usually, Model UN conferences require some minimum

number of sponsors and signatories for a draft resolution to be approved. Use a Point of Inquiry to confirm this number with your chairperson(s).

Preambulatory Clause- The part of a resolution that describes previous actions taken on the topic and reasons why the resolution is necessary. It begins with a participle or adjective (noting, concerned, regretting, aware of, recalling, etc.).

Operative Clause- The part of a resolution which describes how the UN will address a problem. These are specific items the group is proposing. It begins with an action verb (decides, establishes, recommends, etc.).

Merging- Combining two or more draft resolutions to make a bigger or new draft resolution. The chair may request some similar groups merge in order to

Voting Bloc- Used to vote on substantive matters, such as resolutions or amendments. After all resolutions have been presented, a motion will be made to move into Voting Bloc. Individual delegate has the ability to be *for*, *against*, or *abstain* from voting on each resolution, in their best interest.

Researching

Not sure where to begin? Look no further:

1. **Gain an overall understanding** of the topic. Wikipedia is actually good for this, because it is generally comprehensive, fact-checked, and up to date (but be critical!). Break the topic into subtopics, and find out who is most affected by the issue.
2. **Learn the history.** Find out what your committee and other committees have done in regards to the situation previously. Look up past resolutions.
3. **Understand the current situation.** Read the news. Why is this topic relevant (again)? Make sure you are critical of the sources you choose. Get information from other perspectives.
4. **Determine future outlook.** Look for predictions and trends indicating where your topic is going. Are things going better or worse? Are the actions taken in the past effective?
5. **Time Spending.** At most, spend two hours on the position paper. Don't overthink your topic. Research for about an hour to gain an understanding of the topic, then start writing your position.

Credible Sources

1. **An Overview:** A credible source is a trusted source. Usually, information published by a university is credible - these will usually have a URL ending in '.edu'. Such collegiate sources are highly reliable in content and can provide insightful information on various MUN related topics. Additionally, the United Nations website (un.org), and any of their linked sites can be trusted. An easy way to check for reliability is to look for a '.gov' or '.org,' meaning that those sites have been verified.
2. **Manipulating Google with "PowerSearch":** Each country has an individual 'country code' that comes at the end of their searches. By looking up your country's and using it for research, you can access a version of *their* Internet, giving you perspective from the people you will be representing. For instance, typing 'wikipedia.jp' will give you wikipedia in Japanese! You are also able to filter for domain type with *site:* and can search for specific words/phrases with quotation marks. If you wanted to find a source published by a university with the phrase 'missile launches,' you could type: "*missile launches*" *site:.edu*
3. **Examples of Credible Online Sources:** The following are some links to credible sources to use that are very helpful to help you in your research endeavors! Even though these are '.com' websites, they are very helpful.
 - a. Use Google Scholar, but be wary of bias. Use your best judgment to figure out if the source is viable.

b. <https://www.cia.gov/library/publications/the-world-factbook/> (this contains all the information needed for Part 1 of the position paper!)

c. <http://www.encyclopedia.com/>

d. <https://www.wolframalpha.com/>

e. <http://www.un.org/en/index.html>

4. **Book Sources:** If you are unable to look up, or find any sources online, you can always go to the local library and look up your topic in the plethora of books available. Encyclopedias are highly credible sources to use, as well as specific books pertaining to research on your specific country. However, be advised that printed sources *can* be outdated compared to online news sources. Take all of your research with a grain of salt.

Position Papers

Purpose and Use:

- A position paper is a summary of your research. It gives an overview of your country individually, the issue at hand, and your specific involvement plus possible solutions.
- During the conference, you can reference your paper for information, as well as to remind yourself of policy specifics.

MVHSMUN Position Paper Format:

- Nearly every conference will have their own position paper format, which you'll find on their MUN website, though some will allow you to use our format. Many schools do not require a country profile, but it is important to understand as much about your country as possible.
- The proper MVHS Position Paper consists of a country profile, a background of the topic, the UN's involvement, and your country's specific connection to the topic. (full format on Page 5)
 - a. *Country Profile:* Contains facts about your assigned country like its population size, GDP, debt, and amount of land.
 - b. *Background of Topic:* A summarization of the issue being discussed. This should cover important individuals, events, and developments.
 - c. *UN Involvement:* A summarization of all or major actions the UN has taken in response to the issue at hand.
 - d. *Country's Policies and Actions:* This section should cover your country's involvement with the issue. Include information about laws/regulations passed, public opinion, and connections to the UN.

Proper Citations:

- All sources are to be cited in MLA format.
- The easiest way to cite your sources is to use <http://www.easybib.com>.
- Make sure you have set it to cite in MLA format, and enter the URL of the article into the website.
- Fill out as much information you can and create your citation.
- Continue to add citations until you have cited all your sources.
- Hit export, and add your citations to your position paper. See example below.

Works Cited

Cadigan, Will. "Clinton Doesn't Rule out Sanders as VP Pick." *CNN*. Cable News Network, 19 May 2016.

Web. 19 May 2016.

POSITION PAPER FORMAT

The papers MUST be TYPED and follow the format below. 12 point font, double spaced, 1 inch margins unless otherwise noted. All position papers must include a bibliography! (<http://www.easybib.com>) If you have more than one topic you must write a separate Part 2, Part 3, and Part 4 for each topic!

PART 1: COUNTRY PROFILE - *Single spaced, Outline format*

PHYSICAL GEOGRAPHY

1. Official name of country
2. Climate (major types of climate, rainfall, vegetation)
3. Map (a small photo is fine)
- a. Location absolute (latitude and longitude) and relative (in relation to physical features and other nations)
- b. Physical features (what would one see in the country in the way of mountains, deserts, plains, major rivers, coast lines, etc.)
- c. In the map key state the size of the country in square mi/km

POLITICAL GEOGRAPHY

4. Type of government, names of government officials, and political parties.
5. Capital
6. International Organization affiliations
7. Size of armed forces

CULTURAL GEOGRAPHY

8. Official language, other languages spoken, ethnic composition and major religions
9. Population, population growth rate, and population distribution
10. Major cities
11. Infant mortality rate and average life expectancy
12. Teachers and Doctors per population

ECONOMIC GEOGRAPHY

13. GNP or GDP (total and Per Capita)
14. % of land that is arable used for agriculture
15. Natural resources
16. Major agricultural and industrial products
17. Major exports and imports
18. Currency (include current exchange rate)
19. Balance of Trade (include amounts in US currency of Total Exports and Imports)
20. Historical events (Time line format ONLY since 1980)

PART 2: BACKGROUND OF TOPIC - (Be brief) – *Double Spaced, Paragraph format*

- Historical background of the topic
- Who is directly involved
- Why is this a problem to the world?

PART 3: UNITED NATIONS INVOLVEMENT - *Double Spaced, Paragraph format*

- How did the UN get involved?
- Organs, committees, agencies or NGOs of the UN that are involved.
- UN action: resolutions passed, committees set-up, organizations established, peacekeeping forces, etc.

PART 4: YOUR COUNTRY'S POLICY & ACTIONS - *Double Spaced, Paragraph format*

- Your country's involvement with the topic.
- Your country's position on the topic
- What actions has your country taken to solve the problem in the past (resolutions sponsored, aid sent, peacekeeping troops sent, etc.)
- Possible solutions that your country plans to propose

Conference Day - What to Expect

All of the work you've been doing leads up to this day. You'll attend many conferences during your time in MUN. Here's a general schedule to give you an idea:

- You'll arrive in the morning, usually around 7 or 8, and check in with one of our advisors (a MVHS history teacher).
- You'll go to Opening Ceremonies, where members of the school's Secretariat will speak, sometimes accompanied by a Keynote speaker or a charity promotion.
- You'll be dismissed to attend your committees! Here is where you'll begin debate, and work until...
- Lunch! Use this time to refuel and regroup. It's your chance to go over your research, discuss the conference with classmates, and meet new friends!
- After lunch, you'll return to committee, debate some more, and eventually reach resolution.
 - Some conferences span two days, which just means this step is stretched out over another day, with an extra topic.
- Finally comes Closing Ceremonies - where the awards are given out. MUN awards are typically set up with the categories Commendation, Outstanding, and Best Delegate.
 - If you don't receive an award, don't worry! MUN is all about getting better with experience, and your first few conferences are all about learning.
- You did it! Your first conference is completed!



Don't Forget Decorum!

Because the United Nations is a formal, professional environment, Model United Nations' delegates are expected to keep the same attitude when in committee. Decorum is the general principle of politeness, procedure, and respect that you should carry when representing a country. It is also used by Chairs to calm the committee members down. If you hear anyone yelling, "*Decorum, delegates!*" it's in your best interest to stop talking.

DO These Things:

1. Arrive prepared. Research, research, RESEARCH! Though improvisation is important, you can't speak off the cuff without having a solid base to pull from.
2. Socialize, and make new friends in committee, but stay on topic! You'll meet a lot of people in MUN, but remember that you are representing a country. In a United Nations committee chamber, you won't find the delegates from China and Russia giggling while the United States' is giving a speech.
3. Be fair to other delegates: you're all there to learn and make your school proud. Let others speak, and don't steamroll ideas for the sake of your own.
4. Be nice to your chairs! If not for the sake of being kind, they hold your grade in their hands. Make polite conversation, and feel free to ask for tips on improving during caucus or around break times.

DON'T Do These Things:

1. Get dress code violations. You will be deducted points from your conference grade if our MUN advisors deem you in inappropriate dress attire.
2. Horse around in committee. You are representing MVHS! Losing decorum points in committee is embarrassing for you and our program.
3. Be disrespectful any advisors, chairs, and delegates. No one wants to be from the school with a reputation for rude students.
4. Leave the conference early. Even in an emergency, make sure your advisor has cleared your leaving. You must ALWAYS get permission from an MVHS advisor AND check out with them before leaving the conference.
5. **BE ON YOUR PHONE DURING COMMITTEE!** There's no excuse for this one. Just don't do it.

What to Bring:

1. A bag to keep your belongings in - this can be a suitcase, a backpack, or a computer bag.
2. Extra pair of shoes if needed (for the ladies: bring flats just in case. NO barefoot delegates!)
3. Laptop or tablet - this will be used for in-committee research and typing resolutions. Be aware that some conferences will not allow you to use electronics during debate.
4. Sustenance! Lots of water (or maybe a coffee) and a healthy snack. You'll need to keep your energy up for a long, productive day.
 - a. Some conferences will have snack tables set up. Bring a few dollars if this is the case.
5. Binder to keep your papers in (AKA research binders). Don't forget to bring a hard copy of your position paper and extra paper to take notes on.
6. Pens and pencils for writing.
7. Post-it's or index cards for sending messages to other delegates or for bringing notes up for speeches.

What NOT to Bring:

1. Gum
2. Games
3. Homework
4. A bad attitude - no one wants to work with a Negative Nancy.
5. Headphones or a speaker
6. Any illegal substances

Appropriate MUN Attire

Anything worn to a MUN conference must be considered *Western Business Attire*.

Think Grandma's birthday, not Homecoming!

If you're ever unsure, ask your advisor. It's better to be safe than sorry!

Acceptable for Girls:

- Blouse + skirt or pants
- Dress (at least knee-length, must have straps)
- Pantsuit
- Comfortable heels or flats

Acceptable for Boys:

- Dress shirt and blazer + pants or slacks
 - Sorry guys, this is about it for you
- Tie or bowtie
- Comfortable dress shoes

Unacceptable for Girls:

- T-shirts, tank tops, shorts
- Anything strapless or shorter than the knee
- Jeans
- Sneakers, sandals

Unacceptable for Boys:

- T-shirts, tank tops, shorts
- Jeans
- Flashy high socks
- Sneakers, sandals
- Hats (you'll be indoors)

Remember: whatever you wear, you'll be wearing it *all day*. Choose comfortable clothes that won't make you overheat or freeze.



Committee Rules & Points of Order

Chairpersons always have the ability to put a motion out of order by ruling it 'dilatary,' meaning that they are not putting it into place at that time. In this respect, one of the quickest ways for a delegate to alienate oneself within a committee is to be labeled as someone who attempts to disrupt committee proceedings with the introduction of redundant, inappropriate, or time-consuming motions. This is often seen with "Time Wars" where several delegates make motions to change the speaking time or comment time in a way that is unnecessary.

- **Motion for a Caucus (Informal/Unmoderated)**
 - This requires that you say the time allotted as well as the purpose for having it.
 - *Motion for an unmod of fifteen minutes for the purpose of finalizing resolutions.*
- **Motion for a Formal Caucus**
 - When sponsors of a resolution desire to present a resolution to the committee. Must specify the length of time allotted to the presentation of each resolution.
 - This is done towards the end of a committee, so that presenting is the last thing done.
 - *Motion to move into a forty minute formal caucus, with each group presenting for ten minutes.*
- **Motion to Open/Close Debate**
 - These are used at the beginning and end of a conference. It's the first and last thing your committee will do.
- **Point of Inquiry/Information**
 - A delegate raises a point of information in order to pose a question to a speaker during debate. This is usually done in between speeches, prompted by, "Any points or motions on the floor?"
 - *Point of inquiry, what is the current speaking time?*
- **Point of Order**
 - A point of order is used when a delegate believes the chair has made an error in the running of the committee.
 - The Delegate should only specify the errors they believe were made in the formal committee procedure, and may not address the topic being discussed.
 - *Point of order, I believe the motion was for a ten minute caucus, not a fifteen.*
- **Points of Personal Privilege**
 - A delegate may raise a point of personal privilege in order to inform the chairperson of a physical discomfort he or she is experiencing, such as not being able to hear another delegate's speech.
 - Oftentimes, chairs will allow you to leave the room as you please, so do not request one for using the restroom!
 - *Point of personal privilege, can you please write the speaking time larger?*

- **Suspension of Debate**
 - A motion, usually put into place before a break, lunch, or at a time when the debate is still open, but paused.

- **Right of Reply**
 - A rarely used function for the case that a delegate personally insults another delegate.
 - Hope that you'll never need to use this!

- **Roll Call Vote**
 - Ask each member nation their vote on a substantive proposal in English alphabetical order. This motion may be ruled dilatory if deemed necessary by the Chairperson.
 - The name of each member state will be called and a response of "For," "Against," "Abstain," or "Pass" will be recorded; those delegates who have chosen to pass will be asked to give their final vote of "For," "Against," or "Abstain."

Speaking and Debating

Pointers on Public Speaking:

The main thing to know about speaking in front of others in an MUN conference is **CONFIDENCE!** The more confident you are, the better your speeches will be. Some of the most important tips to remember are:

- Show a little bit of enthusiasm and energy. If *you* don't care about what you're saying, no one else will.
- Volume is important. You already have the attention of the room, so no need to shout, but all delegates should be able to hear you.
- Keep eye contact with the delegates because these are the people you are facing and working with. It is okay to shoot your chair a glance now and then, but don't focus on them. Try not to read off your notes or paper, the delegates aren't as threatening as they seem. Everyone is just as nervous as you!
- Coming up with speeches off the top of your head will become easier as you go, but you are free to bring up notes or a full speech during a conference.
- Don't spend too much time on filler. Make your speeches factual and information-dense, so other delegates will have more to work with.
- Try not to fidget nervously or use placeholder words like "um", "uh", and "like" too often. When you're trying to think, allow small pauses of silence to allow yourself to regroup.
- Don't speak too fast (this usually happens when you're nervous) - take a deep breath in between every few sentences to keep a steady pace.
- A minute and a half speaking time may sound like nothing, but you really have plenty of time to get all of your information in without speeding through any parts.
- It is much easier to speak confidently when you know what you're talking about! Take the time to research and become familiar with your topic, so you are able to answer questions.

Types of speaking done during a conference:

- *Speeches* - These usually occur in two types of debate: general and substantive. In general debate, you present a speech that will go over the topic as a whole and how it relates to the world/why it's an ongoing issue. Many committees will skip general debate completely, or only allow it for a few speeches. In substantive debate, you present your individual country involvement to the problem and your solution to fix it. Almost all of committee is substantive debate. In most novice committees, speaking time will stay around 1:30.
- *Comments* - Depending on how the committee decides, there will be a certain amount of comments allowed per speech. Comments usually range from 15-35 seconds. Comments should be brief and include thoughts, questions, and solutions that the delegate would have about the speech being commented on. Refrain from solely complementing and agreeing with the delegate you are commenting on. The speaker does not reply to this, so don't ask questions directly. Instead, focus on an issue and discuss how you would solve it. A good formula is, "The [your country] would like to commend the previous speaker on a well thought

out/well-researched/excellent speech, but questions their use of aerial drone strikes. [Your country] has had success with ground control in the past, as seen with [specific instance].

- *Caucuses* - Unmoderated caucuses are breaks in the speakers list in which delegates go around the committee to discuss solutions and policies. It is a time to begin forming your Resolution Groups. This is the time to practice diplomacy - let your voice be heard, but don't overpower others. Chairs appreciate a delegate that makes an effort to include everyone's opinions, instead of power delegates. A moderated caucus is when a limited speaking time is set, comments are not included, and delegates give their speeches either going down the speakers list or at the discretion of the chair. A delegate might motion for a moderated caucus to save time, as it is used to allow many delegates to speak in a short time.
- *Resolutions* - Resolutions are to be formed throughout the committee session in unmoderated caucuses. This means you will be writing a resolution as debate moves on, though primarily in unmoderated caucuses. Resolutions should only be made with delegates who share the same policies as the country you are representing (for instance, the US and North Korea should not collaborate!). A resolution group presents by selecting a few members of their group to read the resolution and answer questions on its theoretical implementation. (Check page 18 for a format).

Diplomacy

What is it?

Diplomacy is a skill used to managed international relations through representatives. In other words, diplomacy is the idea that one needs to stay cordial in order to manage proper relations with another country, person, or entity. Model United Nations' entire foundation is built upon practicing diplomacy, and without diplomacy, this program would never function. All delegates must maintain politeness and respect during committee.

Key Diplomatic Strategies

Cooperation: Cooperation is the process of working with another in order to achieve the same goal. This is one of the most important aspects in keeping diplomacy as a delegate must cooperate and interact with other delegates in order to reach a common end goal. A goal cannot be met if delegates do not cooperate with another, and therefore, a delegate must learn to cooperate in order to maintain stable relations.

Negotiation: Negotiation is the discussion needed in order to reach an agreement. No country has the exact same set of policies, and therefore, negotiation is key in order to find a middle ground for both delegates. As a delegate, you will never get everything you want, and it is better to negotiate rather than being stubborn and never straying from your exact policy.

Mediation: Mediation is the intervention in a discussion that aims to resolve it. Mediation is an aspect of negotiation that must be used in order to reach any sort of agreement. As previously states, not every country will agree with your country, and therefore you may have to alter some of your policies in order to find agreement with others. This is not a bad thing however, as this will allow you to work even more closely with another country and make a definite resolution that is needed in order to solve this issue at hand.

Arbitration: Arbitration is the idea that sometimes a delegate may need to act as an intermediary in a discussion. If a delegate views a discussion occurring that is going nowhere, they may need to step in in order to help the delegates find a middle ground. In the process, the intermediary may find helpful solutions that they may add to their own policies, and make connections with other delegates that may further the necessary discussion.

Caucusing

The definition of *caucus* is: a meeting of the members of a legislative body who are members of a particular political party, to select candidates or decide policy. In an MUN caucus, delegates congregate and share their country's policies and opinions on the debate topic. The goal of a caucus is to learn about other views and perspectives from around the world, and to find countries that have policy that aligns with your country. You will use caucus time to form a group of countries with similar policies and work on a resolution together.

Moderated caucus and **unmoderated** caucuses are very different. Moderated caucuses are granted when a delegate motions for one, with a set speaking time and topic choice. The committee then votes on the motion. A moderated caucus requires the delegates to stay seated and listen to each individual speech given by other individuals. Unlike normal debate, there are no comments for speeches in moderated caucuses.

For an unmoderated caucus, a delegate motions for it with a set speaking time and reason. Unlike a moderated caucus, an unmoderated caucus allows delegates to move around the room and converse with delegates as they please. The goal of unmoderated caucuses is to find other countries with similar political stances on the topic to form a resolution.

Hint: A surefire way to remember the difference is that in unmoderated (unmod) caucuses, you get out of your seat to talk to other delegates. It's a nice way to pass the time in a seemingly monotonous day of committee.

Effective caucusing is based on diplomacy and confidence. Before a caucus begins, you want to have had researched the topic and your country's stance and position. This way, you'll be able to learn others' positions and how they relate to yours. You want to take note of any ideas you wish to question and/or discuss in future speeches, comments, and caucuses.

If you use your caucus time effectively, you'll have new information for speeches, and you won't blank when making a comment. Chairs look for delegates you attempt to include others in caucus discussion, while also bringing unique and new ideas to the table.

A Note on Behavior:

Understanding and practicing *interpersonal skills* and *etiquette* during caucus is key in proving yourself to be the wonderful delegate that you are. When speaking, you want to make sure you mainly focus and make eye contact with the most involved delegates, as well as including other delegates who are less involved. This can be as simple as asking a quieter delegate their view on the topic discussed or even politely asking a louder delegate to allow someone to speak. This shows that you are confident, yet not arrogant.

When not speaking, make sure to be actively listening. This shows that you are *smart* and *interested* in finding the best solution to the issue. Make sure not to interrupt others and avoid jumping in front of others when you know they wish to contribute a comment/idea to the group. If you are running out of time in caucus and feel the need to share your idea, make sure you're respectful and considerate of the other person who wished to speak by apologizing. Remember that there will almost certainly be another caucus to speak in, so don't power through other delegates.

Resolutions

What is a resolution?

- A resolution is a document containing all the proposed solutions to solve the crisis in your committee.

Who writes a resolution?

- Anyone in the committee can write a resolution and the author of a resolution is a **Sponsor**.
- Generally, everyone in the resolution group should attempt to contribute something.

When is a Resolution Written?

- A resolution is written during unmoderated caucus which is a period where delegates are free to discuss country policies and form resolution groups.
- Some committees will allow delegates to be working during active debate (usually through Google Docs), but it is important to continue listening.

Why is a resolution written?

- The overall purpose of being in a committee is to be involved in speeches, debate, and using teamwork with other committee members to gather enough information to form a resolution paper which will hopefully get passed.
- All of the work in a committee goes towards finding a solution that could theoretically work in a real world situation.

Writing the Paper in Three Parts:

1. **Heading**
2. **Pre-Ambulatory Clauses**
3. **Operative Clauses**

What is the heading of a resolution paper?

- The heading of the resolution paper contains four key pieces: the committee's name and topic, the sponsors in your resolution group, and the signatories.

What is a Preambulatory Clause?

- The preambulatory clauses (sometimes referred to simply as Preams) list the issues that the following resolution is planning to address, as well as possible obstacles that could arise.

What is a Operative Clause?

- The Operative Clause is the part where you and your resolution group state all the solutions that the resolution group propose to solve the issue.
- This is the 'meat' of the resolution, that will set your group's apart from others.

A list of Pre-Am's and Operative clauses can be found on the next page.

PREAMBULATORY CLAUSES

Affirming	Further recalling
Alarmed by	Guided by
Approving	Having adopted
Aware of	Having considered
Bearing in mind	Having considered further
Believing	Having devoted attention
Confident	Having examined
Contemplating	Having heard
Convinced	Having received
Declaring	Having studied
Deeply concerned	Keeping in mind
Deeply convinced	Noting with regret
Deeply disturbed	Noting with deep concern
Deeply regretting	Noting with satisfaction
Desiring	Noting further
Emphasizing	Noting with approval
Expecting	Observing
Fulfilling	Reaffirming
Fully alarmed	Realizing
Fully believing	Recalling
Further deploring	Recognizing
Taking into consideration	Referring
Taking note	Seeking
Welcoming	Taking into account

AMBULATORY CLAUSES

Accepts	Further invites
Affirms	Further proclaims
Approves	Further reminds
Asks	Further recommends
Authorizes	Further requests
Calls	Further resolves
Calls upon	Has resolved
Condemns	Notes
Confirms	Proclaims
Congratulates	Reaffirms
Considers	Recommends
Declares accordingly	Regrets
Demands	Reminds
Deplores	Requests
Designates	Solemnly affirms
Draws the attention	Strongly condemns
Emphasizes	Supports
Encourages	Takes note of
Endorses	Transmits
Expresses its appreciation	Trusts
Expresses its hope	Urges

RESOLUTION PAPER EXAMPLE

Resolution GA/3/1.1

General Assembly Third Committee

Sponsors: United States, Austria and Italy

Signatories: Greece, Tajikistan, Japan, Canada, Mali, the Netherlands and Gabon

Topic: "Strengthening UN coordination of humanitarian assistance in complex emergencies"

The General Assembly,

Reminding all nations of the celebration of the 50th anniversary of the *Universal Declaration of Human Rights*, which recognizes the inherent dignity, equality and inalienable rights of all global citizens, **[use commas to separate preambulatory clauses]**

Reaffirming its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

Noting with satisfaction the past efforts of various relevant UN bodies and nongovernmental organizations,

Stressing the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts; **[use semicolons to separate operative clauses]**
2. Urges member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;
3. Requests that all nations develop rapid deployment forces to better enhance the coordination of relief efforts of humanitarian assistance in complex emergencies;
4. Calls for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces;
5. Stresses the continuing need for impartial and objective information on the political, economic and social situations and events of all countries;
6. Calls upon states to respond quickly and generously to consolidated appeals for humanitarian assistance; and
7. Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development. **[end resolutions with a period]**

(can also be found on mvhsmun.org under Student Site)

More About MVHSMUN


MVHSMUN's Mission is to create a memorable conference by providing opportunities for visiting delegates to showcase their strengths and knowledge, meeting and working with others in an effort to find solutions to our world's problems. This will be accomplished by keeping the delegates engaged, working hard, and learning the process with topics that make them critically think and actively participate. Mission Viejo High School strives to be the number one high school MUN Conference on the West Coast by providing a professional, dedicated, and enjoyable environment for each and every delegate looking for competitive debate.

MVHSMUN's Vision: Students attending our annual conference will gain knowledge, experience and new friends. Mission Viejo High School MUN Program encourages delegates to work as a team, as we provide participants with innovative and captivating topics that will be led by professional Dais members. Our topics are based on relevant or controversial issues that we believe spark conversation and encourage proactive cooperation.

MVHSMUN's Values: Delegates who strive to achieve their goals concerning their country policy and committee work, including finishing their work on time, while helping to maintain a smooth-running committee. Our Dais members will strive to inform delegates of correct procedures, as well as implement them. They will also involve their delegates equally and diplomatically while keeping professional control of the committee.

Alma Mater

*Alma Mater hail thee
Proudly we sing thy praise
To the memory of thy name
Now our voices raise
And to the hills and valleys
Symbols of days gone by
Loyal sons and daughters we
Mission Viejo High*



Fight Song



*Mission Viejo High School,
fight on to win the game
We are the scarlet and the gold,
victors every strong and bold
Now we're out to win the ball game,
proudly our banners fly
Diablos spirit never fails,
go you Mission Viejo High*

MUN is FUN - We Promise!

So you've read through this whole packet. Now what? We know it seems like MUN is just a ton of work, and it is! You'll spend some solid hours researching. But it really is all worth it. The friends you'll meet through Model UN are some of the closest you'll have in high school.

MUN helps you to be a more "worldly" person, meaning you get to make fun of your non-MUN friends for not understanding the Israel-Palestine conflict. You'll learn about a million acronyms, but will have just as many inside jokes that non-MUNners can't understand. The public speaking will help you with job interviews, class presentations, and your overall confidence. When a teacher says, "I guess I'll just have to call on someone then," you'll be the only one not trembling in fear.

When else will you get the opportunity to have an entirely diplomatic discussion as a police officer in Gotham while next door, your best friend is solving world hunger?

And if that's not good enough for you, colleges adore people who voluntarily spend their Saturdays talking about drones or the health of coral reefs. MUN may not be for everyone, but those who enjoy it will find lifelong friends.

So MUN is just debate right?

