

MODEL UN Conference Guidelines and Checklist

The following is a guideline and list of things to remember as we prepare for the Model United Nations Conference this upcoming weekend in Philadelphia.

Dates and Transportation Times

Departure: Thursday 1/29/15 at approximately 2:15 pm in the back of Walter Hall. You will attend your F period class and then come to the meeting place, so do not tell your teachers that you have to leave F period early. **There is no reason to leave F period early. Bring your bags to Walter Hall in the morning or leave them in your vehicle, and then bring them to the bus after F period/2:00 pm.**

Return: Sunday 2/1/15 at approximately 1-1:30 pm depending on traffic and weather in the same place. Please call your parents when we get on the road. You will have time for some homework and rest on Sunday night.

Meals: You should bring money for meals and will have to pay for Thursday dinner, Friday three meals, Saturday three meals, and Sunday breakfast and lunch if you wish, we will leave before the closing ceremonies. Cost: Approximately: Dinners \$10-20 and Lunches/Breakfast \$5-10. You can purchase drinks and snacks at a Wawa and a Trader Joe's near the hotel. Please purchase the snacks and drinks before curfew.

Luggage: Clothing for three days, remember the dress is **Western business attire** (Boys: jacket, dress shirt, tie, dress pants; Girls: skirt or dress pants, blouse) during the conference sessions and casual all other times. The main word for the dress code is appropriate, especially for skirt length and the type of pants. If it is not appropriate, the ILMUNC staff will send you back to your room to change. Plan accordingly and be sensible, we are only staying in Philadelphia for three days and most of your time will be spent in the committee sessions. Also, there is a dance on Saturday night and you may wish for casual attire for it. Books and other things are at your choice, but you will have a limited amount of free time. **Also, dress for the weather, it will be cold and windy in the city ie winter coat, scarf, hat, gloves, and an umbrella. Check the weather report and plan accordingly**

Behavior: All school rules and policies concerning behavior apply and any infractions will be dealt with accordingly and severely. **We have a zero tolerance policy with regards to alcohol and drugs, and any involvement with either is grounds for removal from the conference and punishment upon return to school. Do not test this.** ILMUNC and the hotel (Sheraton) have the same policy, and violation will result in expulsion from them. In addition to the above rules, the **Main** rule at the conference is attend all sessions and be where you are supposed to be when you are supposed to be there. This means attending all committee sessions and following all curfews. Our group will have the following curfews: remain in the hotel after dinner and this means do not leave the hotel after the evening committee session. No boys in girls' rooms and no girls in boys' rooms. The conference has curfews each night that require delegates to remain in their rooms until morning with the exceptions of emergencies. If you break any of the rules, the punishments range from loss of free time/meal privileges including the social events to removal from the conference and pick up from Philadelphia by your parents as

soon as convenient. In addition to the above, violation of the rules will result in school punishments upon your return from the conference. **This weekend is academically focused and not just an excuse/way to hang out in Philadelphia with your friends.**

Health and Hygiene: The weekend in Philadelphia offers the chance for you to meet a variety of people from all over the country through the long committee sessions in the committee rooms. You need to ensure your health throughout the weekend and upon your return to school. The best way to have a fun and a successful weekend is to follow these guidelines in terms of health and hygiene. **1. Go to bed at a reasonable hour and use that time for sleeping.** The in-room curfews should be a good indication of when to go to sleep, especially on Friday and Saturday because on the next day you are required to wake up early for the 9 am committee sessions. The lack of a morning session on Thursday provides the opportunity for more rest as well as time for sightseeing. **Please check in with chaperones with where you are going and with whom.** **2.** Wash your hands, drink plenty of water, do not share bottles or cups, eat healthy meals and snacks, and dress for the weather, which means winter jackets/coats as well as other items to ensure your warmth. We return in the afternoon on Sunday and there is no reason to miss school on Monday for tiredness and lack of sleep. Also, these steps can lessen the possibility of illness.

Hotel Contact information: Sheraton Philadelphia: 215-448-200

General Conference Schedule-may change

Thursday

4:00 PM - 5:30 PM-Pre-Conference Training Workshops

7:00 PM - 8:00 PM-Opening Ceremonies

8:30 PM - 11:30 PM-Committee Session I

Friday

9:00 AM - 2:00 PM-Penn Programs/Campus Tour or Exploration of Philadelphia

2:00 PM - 5:00 PM-Committee Session II

5:00 PM - 7:00 PM-Dinner Break

7:00 PM - 10:00 PM-Committee Session III

11:00 PM - 12:00 AM-Delegate Fest

Saturday

9:00 AM - 12:00 PM-Committee Session IV

12:00 PM - 2:00 PM-Lunch Break

2:00 PM - 6:00 PM-Committee Session V

6:00 PM - 9:00 PM-Dinner Break

9:00 PM - 12:00 AM-Delegate Dance

Sunday

9:00 AM - 11:00 AM-Committee Session VI

Committee Guidelines and Hints

For many of you, this is your first experience with a Model United Nations Conference, and there exists a tremendous amount of information and procedures to process in order to participate in the simulation. I realize the preparation time for us as a school was short due to when we learned our countries and committees. The following is list of recommendations and hints for each of you to keep in mind for the conference weekend.

Be active in some way, shape, manner, or fashion in your committee sessions. **You must attend all sessions** and if you get involved, your weekend will become very fun, enjoyable, and educational. Some suggestions: Get on the speakers list, offer your views on the topics, during the unmoderated caucus period talk to delegates from other schools especially those who were active during the moderated caucus period. Attach yourself to the ideas and positions of the active members of your committee. Become a sponsor or signatory to resolutions/working papers. Network with delegates who have similar ideas, block the resolutions or proposals of the delegates with whom you disagree. Use the parliamentary procedures to move the process along if you do not like the topic under discussion ie motion to end debate, motion to vote, etc. If you do not have as much background as possible, offer reasonable statements, logical conclusions, and thoughtful solutions. Write up arguments or positions during the sessions and then present them.

You should bring with you the following materials: information about your country, your position papers, the background guide for your committee, the guide to writing resolutions, the list of parliamentary procedures (motions and points) used during the debate. These are found on the ILUMC webpage. You will receive a delegate folder with information about the conference and aids for your committees.

DO NOT: Just sit in the back of the room with only Moravian Academy students, or complain that the sessions are boring. If you do not like the discussion or the focus of the committee, you should change it, work against the majority, create networks or alliances/voting blocs in order to pass what you wish. If you make the weekend enjoyable, it will be enjoyable and the time will pass very fast. This weekend is the perfect time and place to try new things and go beyond your comfort zone in terms of meeting new people, speaking in public, and exploring new areas of your knowledge.

Check-in/out Procedures: One chaperone will be in the lobby of the Sheraton Hotel at the various check-in/out times (Friday morning, between sessions, in the evenings/curfew). The Saturday night procedures are as follows: Dinner check-in by 9pm and in the Sheraton for the dance, other activities, or in your room.

Lastly, Have **FUN** this weekend in all areas: intellectual, discussions, sightseeing, meals, social, and friends (Moravian and non-Moravian).

