





CMIS GLOBAL VOICES MUN 2026

ICIJ

PRESS & MEDIA COMMITTEE

STUDENT HANDBOOK

OBSERVE • INVESTIGATE • QUESTION • REPORT

“While delegates create the debate, you tell the story.”

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1. Welcome to ICIJ

Welcome to the International Consortium of Investigative Journalists (ICIJ) – Press & Media Committee of CMIS Global Voices MUN 2026!

While other students participate as delegates and debate important issues, you have a different—and equally important—responsibility. You are the journalists of the MUN.

Your job is to observe what is happening, ask questions, speak to participants, identify interesting developments and report the story of the conference.

You are not here simply to take photographs or write down everything that happens.

You are here to find the story behind the debate.

2. What is ICIJ?

The International Consortium of Investigative Journalists (ICIJ) is a global network of journalists and media organisations known for collaborative investigative journalism.

For our MUN, the ICIJ committee will function as a student-led press and investigative journalism team covering the conference.

Your mission:

OBSERVE → QUESTION → VERIFY → ANALYSE → REPORT

3. Your Mission

- Cover committee proceedings.
- Observe important debates and discussions.
- Interview delegates, Chairpersons and organisers.
- Identify major developments and interesting stories.
- Write news reports and headlines.
- Prepare opinion polls or short surveys, where assigned.
- Report memorable moments from committees.
- Photograph important events, where permitted.
- Create a MUN newspaper, newsletter or digital coverage.
- Fact-check information before publication.

4. Who Does What?

ROLE	MAIN JOB	WHAT YOU PRODUCE
Journalists / Reporters	Find the story, interview, take notes and report.	News reports, interviews, breaking news
Photographers	Capture important moments and visual	Photographs, photo stories

	stories.	
Designers	Turn stories and images into engaging publications.	Newspaper, newsletter, graphics
Editors	Check facts, language, fairness and final quality.	Edited and publication-ready content
Editor-in-Chief	Coordinate the entire ICIJ newsroom.	Final media package

5. What Makes a Good Journalist?

 **Observant:** Notice things others may miss.

 **Curious:** Ask questions and look for the story behind the discussion.

 **Critical:** Do not automatically believe everything you hear.

 **Accurate:** Check facts before reporting.

 **Fair:** Do not favour one delegate, country or committee.

 **Confident:** Be comfortable approaching people and asking questions.

 **Respectful:** Treat fellow students and teachers professionally.

 **Quick:** News develops quickly; be ready to report.

6. Understanding the MUN

You do not need to become an MUN expert. You do need to understand the basic flow so that you can recognise important developments.

- GSL – delegates present their overall positions.
- Moderated Caucus – focused, structured discussion on a specific issue.
- Unmoderated Caucus – delegates negotiate, form groups and develop solutions.
- Solution / Working Paper – groups organise their proposed ideas.
- Draft Resolution – formal version of the committee's proposed plan.
- Amendments and Voting – delegates refine and vote on the proposal.

7. Covering Committee Proceedings

When you are assigned to a committee, understand these six things:

1. The Committee – What is it?
2. The Agenda – What issue are they discussing?
3. The Participants – Who are the important speakers?
4. The Debate – What are the main arguments?
5. The Development – What changed?
6. The Outcome – What solutions emerged?

Ask yourself:

"If I had to tell someone what happened in this committee in three sentences, what would I say?"

8. The Art of Interviewing

Introduce yourself → Ask permission → Ask questions → Listen and take notes → Thank the person.

Good questions for delegates

- What is the biggest issue your committee has discussed so far?
- What was the strongest argument you heard today?
- Did another delegate change your perspective?
- What solution does your group believe is most practical?
- Was there a major disagreement in your committee?
- What compromise did your group have to make?
- What do you hope your committee's final resolution achieves?

Good questions for Chairpersons

- What has been the most interesting development in your committee?
- What qualities have you noticed in the delegates?
- What has been the biggest challenge for the committee?
- Has the debate taken an unexpected direction?
- What would you like the delegates to achieve by the end of the MUN?

Open-ended questions are better than questions that can be answered with only YES or NO.

9. Investigative Journalism

Investigative journalism does not mean creating controversy. It means looking deeper, checking assumptions and asking how a proposal would actually work.

Example: If a delegate says, "Our proposal will help every child access digital education," a journalist might ask, "How will the proposal include children who do not have reliable internet access?"

Think:

WHAT? → WHY? → HOW? → WHAT NEXT?

10. Writing a News Report

A simple news report has four parts:

- HEADLINE – short and attention-grabbing.

- BYLINE – name of the journalist.
- LEAD – the most important part of the story.
- BODY + CONCLUSION – details, quotes, context and what happens next.

Example

DELEGATES CLASH OVER AI REGULATION IN EDUCATION

By Aarav Sharma, ICIJ Press Team

A heated debate unfolded in the Lok Sabha committee as delegates presented contrasting views on the role of Artificial Intelligence in India's education system. While several delegates supported AI to personalise learning, others raised concerns about unequal access to technology and student dependence on AI tools.

The discussion later shifted towards finding a balance between technological innovation and responsible use. Several delegates came together during the unmoderated caucus to develop a joint proposal.

11. Headlines, Quotes & Breaking News

Headlines

Short + Clear + Interesting

- UNICEF Delegates Debate Who Should Protect Children Online
- WHO Committee Pushes for Stronger Mental Health Support in Schools
- AI Takes Centre Stage in Education Debate

Using quotes

Use direct quotes only when you are confident that the wording is accurate. Otherwise, paraphrase.

Breaking News

Use this format:

- WHAT HAPPENED? – State the development clearly.
- WHY DOES IT MATTER? – Explain its significance.
- WHAT HAPPENS NEXT? – Mention the next expected development.

12. Photography

A photograph can tell a story that words cannot. Your job is to capture important moments—not simply take as many photographs as possible.

Look for:

- Opening ceremony and major announcements
- Delegates giving speeches
- Chairpersons conducting proceedings
- Interesting committee discussions

- Delegates negotiating during unmoderated caucuses
- Groups working on solution papers
- Voting and major developments
- Teamwork, collaboration and memorable moments

Photographer's Golden Rules

DO: Be alert • capture variety • follow school photography guidelines • share the best images promptly.

DON'T: Interrupt speeches • block proceedings • take inappropriate photographs • misrepresent events through editing.

13. Design & Layout

Designers turn the stories, photographs and information collected by the ICIJ team into an engaging publication.

A good design is:

- Eye-catching
- Clean
- Easy to read
- Relevant to the story
- Professional

Design process

7. Get the story and photographs.
8. Read and understand the story.
9. Choose supporting visuals.
10. Create the layout.
11. Check names, spellings, captions, dates and facts.
12. Submit for final editorial approval.

A beautiful design with a spelling mistake is still a bad publication!

14. The ICIJ Newsroom Workflow

STAGE	WHAT HAPPENS
 OBSERVE	Photographers and journalists cover committees.
 INVESTIGATE	Journalists interview and gather information.
 WRITE	Reporters prepare stories.
 SELECT	Photographers submit the strongest images.
 EDIT	Editors check facts, language and fairness.
 DESIGN	Designers turn content into a publication.
 FINAL CHECK	The team checks names, facts, captions and presentation.
 PUBLISH	The ICIJ team shares the final coverage.

15. Journalism Ethics

DO

- ✓ Check facts.
- ✓ Be fair.
- ✓ Ask respectful questions.
- ✓ Report what actually happened.
- ✓ Give credit to speakers.
- ✓ Protect the accuracy of quotes.
- ✓ Respect privacy.
- ✓ Follow school guidelines.

DON'T

- ✗ Make up information.
- ✗ Spread rumours.
- ✗ Deliberately misquote someone.
- ✗ Take sides in a debate.
- ✗ Insult or embarrass participants.
- ✗ Interrupt proceedings unnecessarily.
- ✗ Publish private information.
- ✗ Turn disagreements into unnecessary drama.

16. Your Daily Checklist

- ☐ I know which committee(s) I am covering.
- ☐ I understand the agenda.
- ☐ I have my notebook / approved device.
- ☐ I know my interview questions.
- ☐ I have recorded names and roles correctly.
- ☐ I have identified at least one important development.

- ☐ I have checked my facts.
- ☐ I have submitted my photographs / story / design on time.
- ☐ I have followed school media and photography guidelines.

17. The Final Challenge

At the end of CMIS Global Voices MUN 2026, the ICIJ team should be able to create a record of the conference that captures the debates, ideas, disagreements, negotiations, solutions, people and moments.

Your work should make someone who was not there feel:

"I wish I had been there!"

18. The ICIJ Code

JOURNALISTS

Find the story. 

PHOTOGRAPHERS

Capture the story. 

DESIGNERS

Showcase the story. 

TOGETHER

Tell the story of CMIS Global Voices MUN 2026.  

OBSERVE • INVESTIGATE • QUESTION • REPORT
