



American Model United Nations Conference Conference Alert 18-21 November 2023

18 October 2023

Position Paper Submission Deadline is in ONE WEEK!

Greetings from the AMUN Secretariat. This email is to remind you that the deadline for submission of position papers in order to qualify for a Position Paper Award is in one week on 25 October by 11:59 p.m. CT.

If you miss the deadline, your school should still continue to submit position papers in advance of the Conference but you will not be eligible for a Position Paper Award. We still *strongly* encourage your delegation to submit position papers as they can help all participants get an idea of the shape of debate before the simulations begin.

Reminder: How to Submit a Position Paper

First, determine who will enter your position papers. We strongly encourage you to have one person enter all of the position papers for a delegation at the same time. The process is not difficult, but it is optimized to be done in one session. We've copied instructions for submitting position papers below, but the instructions are also available online in the [AMUN Handbook](#).

Next, have all position papers for the delegation easily accessible. We suggest having all of the delegation's papers in a single document with as little formatting as possible. Go to the [position paper submission form](#). Enter the email address that AMUN has on file for your group. Read the instructions at the top of the page. Choose your country, then committee, then topic.

Paste the text of the correct position paper into the box and choose "save this paper and continue to the next topic/committee" below the box.

- A. Please DO NOT paste the names of the representatives seated on the committee or the name of the topic in the form; the topic name will be generated by our form, and representative names are not appropriate for position papers.
- B. Double check that the committee and topic are correct before moving on; common errors include pasting in papers from a previous/different conference or pasting a paper in the wrong topic area.
- C. Please do not include any special formatting (including italicized, underlined or boldface type); links or other HTML coding; or bulleted lists. The submission form is not compatible with this formatting and it must be corrected manually by our volunteer staff.
- D. When you have entered all of your papers, choose "Finished entering papers, please save this paper and submit" at the bottom of the page. Your papers will NOT be recorded as submitted

unless you complete this step.

For additional information see our previous communication on [Position Paper submission](#).

Questions, Comments or Concerns?

If you have any questions about this email, please contact us directly at mail@amun.org and we will be happy to help. As always, if you are no longer the primary contact for your school's Model UN club or class, please contact us at mail@amun.org with updated contact information or fill out our [Change of Address/Contact](#) form online.

Good luck on your preparations,

Shannon L. Dunn
AMUN Executive Director

Jared M. Melville
2023 Secretary-General

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