



AMUN Conference Preparation Newsletter

23–26 November 2024

27 September 2024

All About Position Papers

Greetings from the AMUN Secretariat. For AMUN Staff, the advent of autumn means that our Conference preparations are well under way. But for our Conference participants, it means it's time to start working on drafting your position papers (if you haven't already). Please see information below about position papers, deadlines and submission guidelines.

Why Participants Should Draft a Position Paper

There are two types of position papers. The first is an [internal document](#) that is used to prepare for the Conference, familiarize yourself with the topics under debate and plan your basic approach to these issues by detailing what your country would like to see accomplished. The other is a [public position paper](#), which is submitted and made available to all Conference participants. Your public position paper is your country's white paper on the topic, which outlines where you stand and what policies your country will pursue. Public position papers also allow representatives to get an idea of how to best approach debate in the committee by reviewing the work of their peers.

AMUN encourages the drafting of both types of position papers for three reasons.

1. Determining your country's position on a topic is the single best way to prepare for the AMUN Conference. A well-drafted internal position paper will take some time to complete and will require research into both the topic and your country's historical position on the topic.
2. Public position papers are your first interaction with the other members of your simulation.
3. Finally, reading other countries' public position papers is a preparatory resource for your students. Reading other countries' position papers will allow you to be better prepared for the tenor of debate, understand the state and bearing of historical allies or antagonists, and identify the members who most closely share your country's stated goals.

For information about preparing a position paper, check out the [AMUN Handbook](#).

How to Submit a Position Paper

First, determine who will enter your position papers. We strongly encourage you to have **only one person enter all of the position papers for a delegation at the same time**. The process is not difficult, but designating a specific person to submit your position papers minimizes the likelihood that any are missed, and the process is designed to be completed in one session. We've copied instructions for submitting position papers below, but the instructions are also available in the [Handbook](#). You will be able to submit position papers when the form goes live in mid-October.

Next, have all the 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 a committee and then a 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.

1. 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.
2. Confirm 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.
3. 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 staff.
4. 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.

Position papers for all delegations are due by 11:59 p.m. CT on Friday, 25 October.

Because of the time involved in reviewing and posting position papers to the AMUN website, late position papers will not be accepted after 5:00 p.m., CT on Tuesday, 7 November.

All position papers received by the 25 October deadline will be posted online by the end of the first week in November. You will receive a notification when position papers are available online. Papers received after 25 October will be posted on a rolling basis.

Position Paper Award Eligibility

AMUN awards a Position Paper Award to all delegations that submit a complete position paper for each simulation on which the country is seated and for each topic in those simulations. To be eligible for an award, you must have your complete submission turned into the AMUN Secretariat **no later than 11:59 p.m. CT on Friday, 25 October**. At minimum, a country will be required to turn in papers on the topics covered by the GA Committees, as well as any other simulation on which the country is seated. Position papers for the two topics in the World Health Assembly (WHA) are encouraged if you are placing a representative on the committee, but these are not required to earn a Position Paper Award. To confirm your committee assignments, please review your [Delegation Committee Report](#).

Plagiarism Policy

As a reminder to all students attending AMUN, please take time to review and communicate our Conference plagiarism policy. The text of this policy can be found online in the [Handbook](#). The full text is also listed below.

AMUN strives to create a simulation of the United Nations which is as realistic as possible while still allowing for the fulfillment of our participants' and the organization's educational goals. As such, the AMUN policy regarding plagiarism focuses on an educational rather than a punitive goal. At AMUN, plagiarism involves the substantial, verbatim or near-verbatim copying of language, without attribution, in published or unpublished texts, speeches or documents. Representatives should adhere to their country's policies at all times, but this does not give license to plagiarize existing materials. Thus, parts of speeches or position papers may be derived or paraphrased from previous speeches or papers, but should not be copied verbatim. Additionally, representatives should not copy and represent as their own the work of another representative or group of representatives. Collaboration and consensus-building is encouraged and appropriate, but representatives should take care that the authors of resolutions, reports and other documents are fully represented in the discussion of the body's work. Collaborative work remains the work of the collaborators even when not all representatives are able to sign on to the final product.

Similarly, AMUN expects that all representatives are familiar with past resolutions at the United Nations, but the work of the United Nations should be expanded on in representatives' work, not copied verbatim. There are some

exceptions: for example, representatives are not necessarily expected to expand upon a phrase that is often or always used when a country gives a formal speech or a clause that is repeated verbatim through several years of resolutions on a topic. Generally, it is not necessary to explicitly credit such sources, although if substantial language is quoted, it should be acknowledged and cited. Final determinations on plagiarism and its consequences are at the discretion of the AMUN Secretariat.

The goal of any Model UN conference is to work toward the resolution of a problem facing the world. The documents created to this end are inevitably the work of a collaborative process; without that collaboration, States could never achieve consensus. Obtaining individual credit for the submission or sponsorship of a draft document should never be a State's or representative's goal during a Model UN conference. Representatives are expected to collaborate in the drafting and submission of draft documents with the utmost level of respect and diplomatic courtesy.

Questions, Comments or Concerns

If you have any questions about the position paper process, 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

Madeline Glass
2024 Secretary-General

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