

## Submitting a Resolution (For Faculty Advisers and Mentors)

Jr. Model UN delegates are encouraged to prepare and submit resolutions on their assigned topic that are addressed to the UN General Assembly. Although completely optional, it is suggested that students write position papers PRIOR to writing a resolution as it makes the resolution writing process much easier. Resolutions (and position papers) should be written and submitted in country groups (and not individually).

**PLEASE NOTE:** All faculty advisers and mentors are expected to **make sure that delegates are comfortable reading and explaining their submitted resolution**—*regardless of if it is chosen to be incorporated into the Final Conference*. All student delegates will need to be comfortable and familiar with this aspect of Jr. MUN public speaking because all students will need to do so during the conference in order to successfully voice their country's opinion. Council staff will contact faculty advisers/mentors in advance if students' resolutions are chosen for incorporation into the Final Conference. Faculty advisers/mentors are responsible for letting these students know ahead of time as these delegates will have to formally present their resolutions at the Final Conference. Often delegates will have little to no time to prepare responses to questions posed by fellow delegates and so they should be able to respond spontaneously to remarks made or questions asked. This skill should absolutely be encouraged and practiced in the classroom *prior* to the Final Conference. New delegates should also be taught about the format of debate that the United Nations uses. Familiarity with this technique can make the conference flow much smoother. Please let Council staff know if you need resources or ideas to help your students practice their public speaking skills.

### Resolution Guidelines

Resolutions should be **no more than one page** in length and should follow formatting guidelines as detailed below and provided through the Council's Official Resolution Template. The Council uses parts of students' resolutions (one individual preambulatory and operative clause) to make the resolutions used at the Final Conference.

### Resolution Format

When writing a resolution, proper format is mandatory. In addition, an effective resolution outlines a problem *and* offers concrete solutions. Please follow the format as provided in the Resolution Template (available for download on the Council's website or in your Google Drive folder) using the following standards:

- A header that includes **(in bold)**:
  - 1) **Students' full names (first and last names of all students in the country delegation);**
  - 2) **School name;**
  - 3) **U.N. Committee (this is either 1 or 2 depending on your Student Assignments document);**
  - 4) **Topic assignment; and**
  - 5) **Sponsor (Country assignment);**
- A series of preambulatory clauses that explain why the topic is important and/or what previous actions have been taken to address it;
- A series of operative clauses that describe what solutions/actions the General Assembly should take to address the topic.
- Proper formatting (see "**How to Write a Resolution**" on the Council's website for additional details).

- **Font** must be **Times New Roman** sized between **10 pt** and **12 pt** and either **single** or **double-spaced**.
- **Margins** must be set at **1 inch**.

### Submission Guidelines

- Use the link provided to you by Council Staff to open your school-specific **Google Drive Folder**. If you do not have a link or are unable to find it, please reach out to Council Staff for access.
  - Click the **'Resolutions'** Folder
  - Use the **'Resolution\_Template'** Google Doc to create or upload student resolutions. Please have students reference proper heading format (as outlined above) and the instructions on **How to Write a Resolution**.
- You are encouraged to submit resolutions on Google Drive in one of two ways: either **'stacked'** in which a single resolution for each country delegation is correctly formatted in a single document with multiple pages, or **'individually'** where you would create and upload a resolution in an individual document for each country delegation.
- Resolutions must be submitted as a **Google Doc** or **Word Document** and uploaded to your school-specific Google Drive folder by the stated **Resolution Deadline Date** to be considered for inclusion into the Final Conference resolution. *Note that late submissions may not be eligible for inclusion.*
- A few days following the Resolution Deadline, Council staff will share the Final Resolution with all schools and notify teachers if their students' clauses are selected for the Final Conference.

### Helpful Tips for Writing and Submitting a Great Resolution:

- Double-check that the heading has been filled out correctly and properly, according to your student assignments. There are many times where we get a great resolution, but cannot use it because there was no name, country, committee number, etc. included.
- Follow proper formatting for a resolution. This includes everything outlined above
- Many students get confused writing operative clauses and write *great* solutions (operative clauses) for the problem, but do so from the perspective of their country delegation. Note that the solutions offered should ideally be addressed to the General Assembly at large (and not, for example, solely to the government of the country your students are assigned to).
- The best preambulatory clauses include relevant facts and statistics. To assist your students with explaining their clauses, it is suggested (but not mandated) to keep a source list at the bottom of the resolution.
- Proofread, proofread, and *proofread!* Resolutions should be submitted without any grammatical or spelling errors. Using spell-check and having students peer-edit resolutions before submitting is a great way to avoid common errors and formatting mistakes.
- Practice makes perfect: Have delegates practice writing resolutions on non-MUN topics before writing their actual Jr. MUN resolution, have delegates practice reading, explaining and responding to questions about their resolution, etc.

**Note:** Resolutions that are submitted using any other format or not meeting resolution guidelines as outlined above may be deemed ineligible for selection into the Final Resolution.