

MINNESOTA YMCA YOUTH IN GOVERNMENT MODEL UNITED NATIONS



CONFERENCE PREP

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WHAT IS THIS PACKET?

This conference prep packet is designed to help you get prepared for the conference. Students and delegations have been consulted to find the most commonly asked questions as well as the most commonly forgotten items while preparing for the Model United Nations Conference.

To further enhance your conference experience, you should download the Model UN Yapp, available on your smartphone at bit.ly/MNYIGMUN.

A special thanks to Maddie Lund and the Southdale delegation Steering Committee for their specific contributions to this prep packet.

MEAL INFORMATION

SPENDING MONEY AND SNACK RECOMMENDATIONS

Bring enough money for four meals, and snacks. We recommend \$8-\$10 per meal.

It is all right to bring a small cooler with breakfast food, pop and snacks for your room. However, please note there are no refrigerator or microwave in the rooms.

CONFERENCE MEALS

THURSDAY LUNCH – Everyone will eat lunch on their own in the skyway or bring a cold lunch. The skyways will be open but there may not be time before the Opening Ceremonies begin at 12:00 Noon.

THURSDAY DINNER – On own in skyway

FRIDAY BREAKFAST – On own or in hotel room

FRIDAY LUNCH – On own

FRIDAY DINNER – *Included* (Secretary General's Banquet).

SATURDAY BREAKFAST – On own or in hotel room

SATURDAY LUNCH – On own

PACKING GUIDELINES¹

GENERAL

- 3 Western business professional outfits for Thursday, Friday, Saturday. Wearing your country's cultural apparel **is not permitted**.
- 2 casual outfits for Thursday and Friday nights during evening activities
- 2 copies of your position papers. Your Delegation Director will collect one copy for the Conference Resource Center. It is recommended to have a copy for yourself to reference during committee.
- 2 copies of your status report (for the same reasons as above)
- Money
 - You will be expected to pay for at least 3 meals, possibly 5 if you don't bring your own breakfast. Expect each meal to cost between \$8-\$10.
 - There will be a shop selling MUN/YIG "swag" (T-shirts, water bottles, miniature gavels, blankets, etc.) if you want to buy some
- Breakfast food to be eaten in the hotel room. Recommendation: organize with your roommates to each bring some food. The skyways will be open, but it does take extra time to find food there.
- It's nice to bring a water bottle for committee. There are also water jugs in the back with small cups. No food/drink allowed in the committee rooms except for water. Don't bring your coffee, or any other food or beverage, into committee meetings.

¹ Please note that this is a recommended packing list, not necessarily required. Please refer to the Code of Conduct for specific requirements.

- Notepad and pens for taking notes, writing working papers, resolutions, amendments, etc. You can also bring a laptop to do this during committee (but Wi-Fi may not be available).
- Toothbrush, toothpaste, deodorant, and other toiletry items.
- Small bag to carry around aforementioned notebook, pens, position papers, and any other materials you'll need at the conference. A draw-string bag works well.
- ***Optional*** Smartphone or laptop for researching during committee time. Do not use for off-topic activities during committee.

ITEMS YOU WILL RECEIVE AT THE CONFERENCE

- A large session booklet containing the schedule for the conference, a map of the hotel, a map of the areas of the skyways you can go to for meals, and many more helpful materials
- A placard that displays the name of the country you are representing
- A nametag that you must wear at all times during the conference whenever you are outside your hotel room.

CONFERENCE SECURITY & SAFETY

NAMETAGS – Nametags must be worn by all delegates and advisors during the entire Model United Nations Session when not in hotel room. The hotel staff has been told to assume that people not wearing nametags are not with Youth in Government and may be asked to leave the hotel, for the safety of our delegates. Nametags will be given out when we arrive at the conference.

LEAVING DURING THE SESSION – Please work with your Delegation Director if you plan to leave. Participants must check out when leaving, and check back in when returning. This must be done with the YIG Hotel Directors. The Hotel Directors are located on the 4th floor.

HOTEL DIRECTORS – There are several adults who will act as YIG Hotel Directors for the session. The YIG Hotel Directors will be on the 4th floor and are on duty 24 hours a day. Hotel Directors take care of all security, discipline, medical emergencies and program facility management issues during the Session. Students seeking help or solutions should contact Hotel Directors, not the hotel Front Desk.

SKYWAYS – Like the rest of the conference, whenever participants are in the Skyway, they must be wearing their nametags. Participants must also travel with groups of three to five when they are in these areas. Participants will be stopped and will not be allowed to move on unless they have at least three in their group. Advisors/security patrol skyways.

HOTEL ROOMS – Each room will have 4 delegates. These are the only people allowed in the room. Violating this policy may end with delegates being sent home.

Most rooms consist of two double beds, so participants will be sharing. Please plan accordingly.

Each night room checks will be made by delegation advisors. No students are allowed to exit their room after this time.

Security guards will be on duty on each floor every evening through the morning. They will address any concerns with the hotel directors and Delegation Director.

TELEPHONES, MOVIES, & INTERNET – The hotel will block outside lines from phones in each of the student rooms. Calls can be received; they cannot be made to the outside. Outside calls may be made from the pay phones in the lobby of the hotel.

Similarly, the hotel will block all Pay TV movies from all rooms. Delegates should NOT bring TV game systems. Attempting to install these will damage the TVs.

If delegates wish to have internet access in their rooms, they must put a deposit or credit card down at the hotel front desk.

ELEVATORS – The hotel has a bank of elevators, which our group overwhelms each year when everyone is scheduled to move at the same time. Please be respectful to the other patrons using the elevators, and do not over pack the elevators.

Also, allow extra time to get to and from your rooms, so you are on time for all the sessions. We encourage all delegates to walk down the stairs and use the elevators going up.

CODE OF CONDUCT

Please review the Code of Conduct before Model United Nations. The Code is in effect at every Youth in Government function. Parents will be contacted to make arrangements for any delegate to go home immediately if the Code is violated. Delegation Directors will work with the Hotel directors on situations regarding discipline of their delegates.

DRESS CODE – The standard dress at the “real” United Nations is western business attire. We reflect that business-like atmosphere during the Model United Nations and do not permit delegates to dress in the “native” dress of their countries.

Participants will dress appropriately during scheduled program activities.

If you are not following code of conduct dress, you will be sent to your room to change. “I don’t have anything else to wear,” is not an acceptable excuse.

USE OF DRUGS & ALCOHOL

The use, possession, or concealment of tobacco products, alcoholic beverages, or non-prescription drugs is forbidden at any Minnesota Youth in Government function or activity. Possession or use of these products will result in an immediate parent contact and removal from the conference.

HOTEL ROOMS

All Delegates must remain in their hotel room from the time their room check is complete until 7am the next day.

Only the delegates assigned to a particular room are allowed in that room at any time. All other delegates must wait in the hallway or arrange to meet at another location.

PROGRAM TIME

Each delegate is expected to be at every scheduled program activity. If a situation arises where they cannot be at an activity, they must inform their Delegation Director ASAP. Please also note that during program time delegates are expected to be engaged and respectful.

LEAVING THE HOTEL/DESIGNATED SKYWAY AREAS

Delegates are not allowed to leave the hotel or the designated skyway areas at any time without first checking out with the hotel directors and informing your Delegation Director.

EVENING ACTIVITIES

THURSDAY EVENING – Students will spend the evening with multiple options, including a film festival and hospitality suites with games and other activities. Dress is casual, jeans are ok.

FRIDAY EVENING – Delegates take a break for the Secretary-General's Banquet and end the evening with the Talent Show and Film Festival before retiring for the night. The banquet attire is business. The attire for the remainder of the evening is casual.

TALENT SHOW PARTICIPANTS – If you would like to sign up for the talent show, please fill out the [online application](#) at bit.ly/MUNTalentShow. Signs up are beginning now and they are on a first come, first serve basis. Please note, if you participate in the Talent Show, you are required to attending a pre-show meeting during the conference; failure to attend this meeting will disqualify you from the show.

DELEGATION MEETINGS – Each night will end with your delegation meeting. It is required that you attend this meeting. If you are unable to attend for any reason (i.e. not feeling well, conference responsibilities) please notify your delegation advisor. We understand that at this time at night everyone is tired and ready for bed. However, this is great opportunity to get to know your delegation members, digest the day, and get important announcements for the upcoming day.

SCHEDULED PROGRAM TIME AND CONFERENCE INFORMATION

- Each participant shall attend all scheduled program functions, activities, meetings and training sessions.
- Each participant shall attend nightly delegation meetings.
- If you are unable to attend any program activities, for any reason, please inform your delegation advisors ASAP

CONFERENCE RESOURCE CENTER – The Conference Resource Center will be open throughout the conference as a place where delegates may find guidance and information. The Conference

Resource Center will have files of status reports, position papers, and memorials for your disposal. It will also have supplementary resources about United Nations Member States acquired from embassies, and other reference materials.

BEING PREPARED FOR THE CONFERENCE

KEEP INFORMED OF CURRENT AFFAIRS – Since global affairs can change quickly, it is a good idea to keep up with current affairs before you attend the conference.

STATUS REPORT – One packet should be completed for each country group. **Bring copies of your status report with you**, one to turn in and one to use as a reference during the conference.

POSITION PAPERS – All delegates, besides ICJ, should write a position paper for each topic that will be covered in your committee or organ. They will be collected and turned in to the State Office upon arrival at the hotel. **Please bring copies to the conference with you.**

ICJ MEMORIALS – Delegates who are in the ICJ write memorials. If you are not in ICJ, you may still write one and it is, in fact, encouraged. They are due generally three weeks prior to the Model UN conference; the YIG Website will have up-to-date information. Please refer to the MUN Study Guide for help on writing your memorial. **Please bring copies to the conference with you.**

RESOURCES

In addition to doing research about countries and topic areas, it is a good idea to research a bit about how Model UN programs and the world work.

www.bestdelegate.com

While many of the resources here are related to competitive Model UN activities (YIG's Model UN does not emphasize competition), there is a host of amazing info here.

www.mnyiq.org

Look under the "Model UN Preparation" menu . . . go to "Model UN Resources". There is a collection of sites – for UN Info, Country Info, Research & Participation Info and background on different Global Organizations.

OTHER IMPORTANT CONFERENCE INFORMATION

OPENING CEREMONIES – Begin at noon.

HOTEL ROOMS – Hotel rooms may not be available at check-in. We ask delegates to remain patient through this process. Hotel keys will be given out as they become available. There will be a room to store your luggage if your room is not ready. Please note, often times delegates do not get into their room until evening activities

DRESS – Because we won't know which hotel rooms are available until we arrive we strongly encourage all delegates to come dress in their business attire. There may not be a place or time to change before programming begins at noon.

CONFERENCE MATERIALS – Your Delegation Director will be collecting your copy of your position papers when you get on the bus, so we can easily turn them in when we check in at the conference. Please have them available when you get on the bus. You will receive your nametag and conference booklet when we arrive.