

Delegate “Cheat Sheet”

- **Speaker’s list**- Default speaking time is 45 seconds Speakers are recognized in the order that they are listed. A delegation may be added by notifying the dais, but no delegation can be on the list more than once. If the Speaker’s List is exhausted, debate automatically closes.
- **Yields**- Speeches made from the Speaker’s List that do not utilize the full speaking time must be followed by a yield in the following ways:
 - a. Yield to the Chair (basically the Dais)
 - b. Yield to another Delegation- second delegation only has the time left from the previous delegation’s speaking time. They cannot yield again, only one yield is allowed.
 - c. Yield to questions- The Moderator can recognize questions from the body to be answered by the speaker. The answers are part of the speaking time.
- **Motions**- The Dais will regularly call for motions. The following are examples of motions:
 - *Motion to Open Debate*: The first motion of the conference and made to begin formal debate. This motion needs a simple majority.
 - *Motion to Suspend Debate*: This motion suspends the body between sessions, it is not debatable and requires a simple majority.
 - *Motion to Reopen Debate*: This motion reopens the debate after the Motion to Suspend Debate. It requires a simple majority.
 - *Motion for an unmoderated caucus*, aka unmod. An unmod is basically when there is no formal debate going on, and you are free to go around and find other delegations to talk to/work with.
 - *Motion for a moderated caucus*: This is basically a time to formally debate. A specific way to motion for a moderated caucus is as follows:

“I motion for a 10 minute moderated caucus, 30 second speaking time (keep in mind you can choose the amount of time you want, this is just an example) on the benefits of oil reserves”
- **Working papers**- Formal proposals and ideas made by a delegate or group of delegates. Basically a rough draft of the resolution paper. The Dais decides how many working papers they will accept. They include preambulatory and operative clauses.
- **Draft Resolutions**- Concrete paper of resolutions for the topic at hand. At the last committee session, they are voted on!
- **Preambulatory Clauses**- State the nature of the problem and establish the reasons and precedents for the actions which will be outlined in the second half of the resolution. Words you can use for your Preambulatory Clauses are as follows:

Delegate “Cheat Sheet”

Affirming, Approving, Alarmed by, Aware of, Bearing in mind, Believing, Declaring, Contemplating, Convinced, Deeply concerned, Deeply Conscious, Emphasizing, Expecting, Desiring, Reaffirming, Observing, Realizing

- **Operative Clauses-** Listed in your resolution paper, they are actions that will be taken by the body. They all begin with present tense action verbs, and are followed by a semi-colon except for the last one which ends in a period. Here are a list of words that can be used to start Operative Clauses:

Accepts, Affirms, Approves, Authorizes, Calls for, Condemns, Considers, Declares, Designates, Draws the attention, Emphasizes, Encourages, Endorses, Requests, Notes, Proclaims, Recommends, Urges, Supports, Takes note of