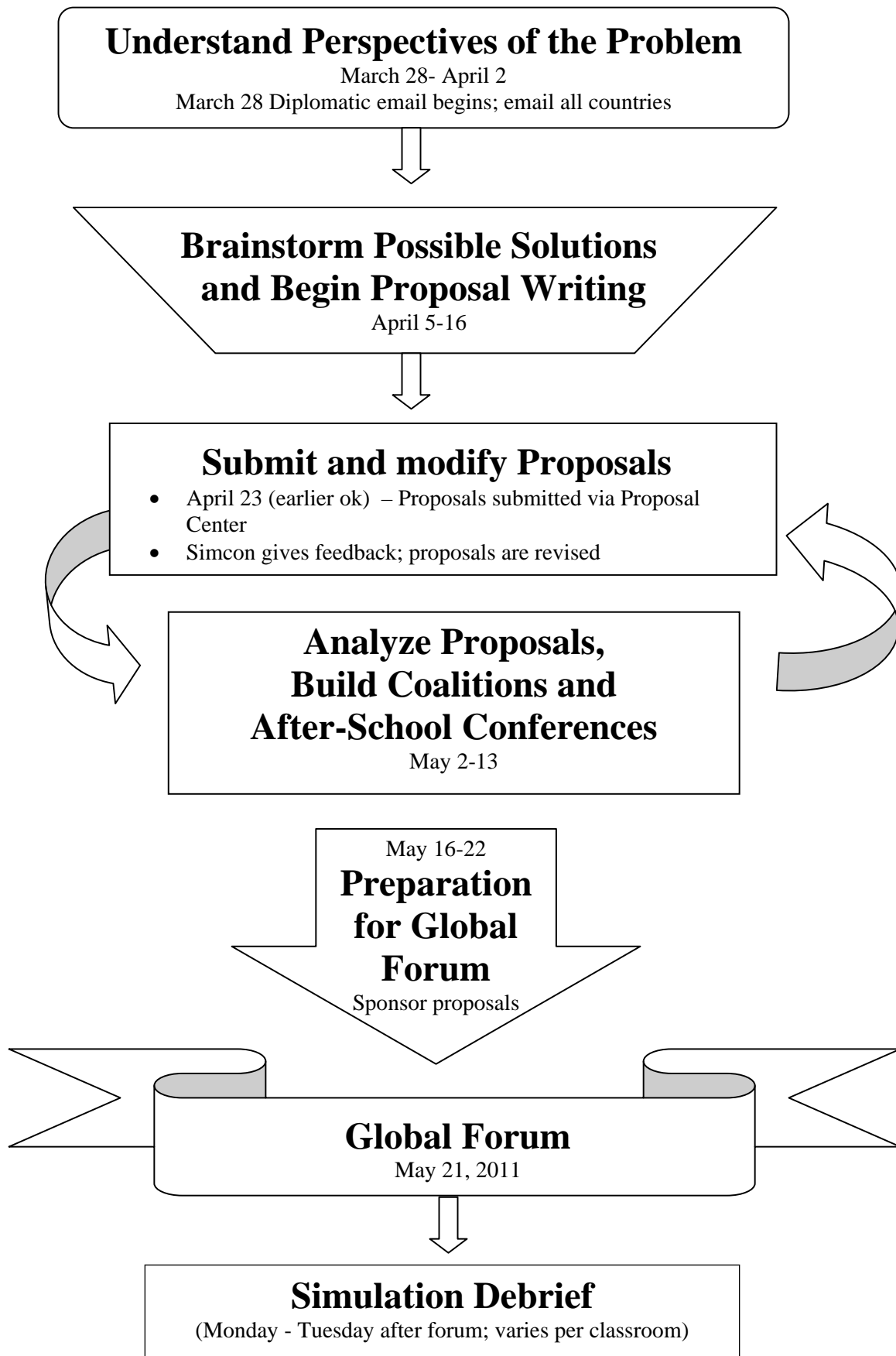


Weekly Structure of E-mail Phase of CWHP Negotiations
CWHP-SC 2011



March 28-April 2: UNDERSTAND PERSPECTIVES OF THE PROBLEM

- Delegates should read and analyze Opening Statements for all countries, looking for similarities and differences with their own opening statement, and identifying questions that need to be answered in order to arrive at an international agreement of **what the problem(s) is/are** regarding their issue.
- Delegates should do preliminary research on unanswered questions, including (but not limited to) checking the Scenario.
- Delegates' first message should be carefully worded to focus on building a relationship with the country receiving the message. For example, commonalities can be pointed out before proceeding to ask questions.
- Delegates should use a diplomatic greeting (i.e. "Distinguished Delegates of Nigeria") and closing ("Respectfully,"
The International Trade Delegation") for all messages.
- Delegates should send **Information-Asking Messages**
 - The main focus of the question(s) being asked is described accurately and carefully at the beginning of the message, after any greeting.
 - The specific reason(s) why you are seeking this information is described accurately and carefully.
 - How such information might be relevant to your country is clearly explained.
 - Information has not been requested which your country could easily locate and/or can be found in the Scenario.
- Delegates should send **Information-Giving Messages** in response
 - The main idea of the information is given immediately at the beginning of the message, after any greeting.
 - At least 2-3 points are included to explain the main idea, using specific details to convey the information.
 - Every detail of the information is sequenced in the best order to relay the information to the receiver(s) in the clearest, most concise and straight-forward manner.
 - Any special words and terms related to the subject of the message are appropriately defined and/or clarified.
 - The information contained in the message is logical and accurate.
- Delegates should begin doing research to verify answers given by other countries.

April 5-16: BRAINSTORM POSSIBLE SOLUTIONS and BEGIN WRITING PROPOSALS (includes spring break for many)

- Delegates should analyze existing international documents/organizations dealing with their issue in order to **evaluate existing solutions and brainstorm new possible solutions** to the problem(s).
- Delegates should send **Messages That Suggest Possible Solutions**, and give reasons for their suggestions.
 - The issue or problem for which you intend to suggest solutions is stated immediately at the beginning of the message, after any greeting.
 - Each proposed solution is supported with 2-3 specific arguments that explain why you are proposing this particular solution and how it will work.
 - Each proposed solution is supported with 2-3 consequences, results, changes and/or effects that implementing the solution would create, including clearly stated examples about the benefits of this solution to your country, the receiver(s) and/or the international community.
 - A proposed solution does not contradict your country's present position; or, if it does, you have explained specifically and clearly why your country is changing its position.
- Delegates should analyze incoming solutions from other countries for compatibility with their own solutions.
- **Each Delegation begins to focus on a single solution to the problem in order to formally write a proposal.** (For example, use handout "Step 1: Preparing To Write Your Proposal" available under *Proposals* from Delegate Central)
- Delegations **research topics related to the solution** their proposal will focus on.
- Delegates follow a formal template to **write a proposal**, adhering to limits on length. Only one proposal may be submitted per delegation.

April 14-23: SUBMIT AND EDIT PROPOSALS

- On **Thursday and Friday, April 14-15** every Delegation **uses the Proposal Center** to **submit their proposal**. The Proposal is submitted to all relevant countries but only Simcon is able to view it for the first week. Log in with country name and password, click on the "Proposals" menu, and then click on "compose proposal."
- Simcon will give feedback within 24-48 hours. Delegations use feedback from their Teacher and Simcon to edit their proposals.
- All proposals meeting the evaluation criteria will be posted for viewing by the international community; others must be re-written and re-submitted.
- Delegates continue to comment on and discuss all solutions shared via diplomatic email.

May 2-May 12: NEGOTIATE PROPOSALS, BUILD COALITIONS

*First Round of After-School Conferences occurs May 2-5

*Second Round of After School Conferences occurs May 9-12

- Delegates should evaluate each country’s stance on possible solutions, looking for similarities and differences among the proposals. Delegates determine which countries are most likely to support/sponsor their proposal, which ones might become sponsors with some persuasion, and which countries seem to be “the opposition.”
- Delegates should discuss and decide as a group, and agree on strategies for the most effective way to approach each of the other countries.
- Delegates should use the Proposal Center to continue to edit and refine proposals as negotiations continue (last day to make changes is Tuesday, May 12 by 3:30 pm)
- Delegates should send **Persuasive Messages (To change opinions or solicit agreement)**
 - The intent of your message—to clarify arguments and positions, change the receiver(s) point of view, and/or convince the receiver(s) to support your ideas—is clearly stated at the beginning of the message, after any greeting.
 - The basis for your country’s position(s), are clearly stated and explained.
TO CLARIFY: Your country is required to explain its motivation for the position(s) it takes. Is it taking this position for reasons that appeal to a great principle (i.e., “everyone is created equal”) or for the benefit of the international community? Or is your country taking this position for more practical reasons given your country’s immediate situation? Why is your country motivated by one or the other of these two perspectives?
 - Particular arguments supporting particular solutions are logical and sequenced in the best order to convince the receiver(s) to negotiate, change positions, and/or possibly agree with your country’s recommended solutions.
 - Similarities and differences between your country and the receiver(s) are analyzed so that messages get at the heart of the similarities and differences.
 - Your country’s messages provide evidence that you have seriously evaluated the suggested alternative solutions (i.e., Is it feasible, that is, can it actually be done? Will it actually address and solve the identified problem? Does it have potential side-effects or repercussions? If so, how harmful and how serious are these side affects to the original problem?)

- Delegates should send messages **Soliciting Coalitions or Sponsors**
 - The intent of your message—to form a coalition or request sponsorship of your proposal—is clearly stated at the beginning of your message, after any greeting AND message includes one or more of the items below.
 - Clear and accurate statements are included that attempt to make connections and that identify what your country and your potential coalition members have in common in terms of historical ties, economic benefits, geography, a shared vision of the future, etc.
 - Convincing explanations for why your country and your potential coalition members should work together cooperatively on the particular issues being discussed.
 - Keeping in mind what is at the heart of the differences between your country and potential coalition members, your country suggests different ways to bridge the gaps between the different positions.
 - Suggestions are made to define how your country and your possible sponsors can work together to solve the issue you are addressing.
 - Proposals are modified per negotiations with other countries in order to secure sponsorships. Modifications are made through the Proposal Center.
- Delegates should evaluate messages from other countries, with the goal of developing coalitions or getting sponsors by the end of the 2nd set of After-School Conferences.
- Delegates should **sponsor** proposals via the Proposal Center based on national interest and negotiated agreements.

May 16-20: PREPARATION FOR GLOBAL FORUM

- The deadline for sponsoring or editing proposals is Tuesday, May 17 at 4:00 pm. On that day, the Proposal Center closes.
- All Messaging will cease by 4:00 pm on Tuesday, May 17, as the entire online community is set to “Read Only”
- On May 16-20, delegates prepare for the Global Forum.
 - Note: at the Global Forum, all Delegations will briefly present their proposals with the aim of combining ideas that receive wide support into an international agreement by the end of the day.
 - Evaluate all proposals and discuss which of their aspects you agree and disagree with. Which aspects of the proposals will you support at the Global Forum and why? Which aspects of the proposals will you try to change and why? How will you persuade other countries to agree with your point of view? Which proposals do you need more clarification on?
 - Send messages on Monday and Tuesday to ask for clarification, and prepare questions for the Global Forum.
 - Do further research to support the arguments you intend to make at the Global Forum (include facts that support your ideas or solutions, information regarding other countries that will help persuade them, etc.).

- Prepare to explain and defend your own proposal. Orally practice what you intend to say. How will you persuade other countries to agree with your point of view?
- Prepare and practice an opening statement on behalf of your country for the plenary session. One to two delegates introduce your country to give insight into country's heritage, worldview and/or interesting characteristics. Must total **2 minutes or less** in length.
- **Prepare an opening statement on behalf of your issue delegation** for the breakout groups. This statement should briefly communicate an overview of what you hope to accomplish or propose, as well as introduce the individual delegates. It should only be **1 minute** in length.
- Consult the "Global Forum Preparation" page on the CWHP website.
- Organize all needed documents for the Global Forum.

MAY 21: GLOBAL FORUM

- Held at California State University, Dominguez Hills
- Registration begins at 8:30 am, Plenary Session begins at 9:00 am, and the day concludes at 3:30 pm. For a sample agenda, go [Delegate Central](#) on the web and click on "[CWHP-SC Preparing for the Global Forum.](#)"

MAY 23-24: SIMULATION DEBRIEF

- On Monday and Tuesday, May 23-24, the entire experience is debriefed individually by countries.
- Simcon posts a closing message to individual countries.
- If they wish, countries or individual delegations may post closing statements online to the international community to bring closure to the experience.