|  |  |
| --- | --- |
| **Forum:** | The General Assembly (full name of committee)  |
| **Issue:** | The issue that you have chosen to address  |
| **Student Officer:** | Insert your name here as shown on the website |
| **Position:** | President or Deputy Chair |

**Introduction**

 Your introduction to the topic should be written here. All text should be in **Arial in size 11**. There should be a paragraph indentation in the first line. Section headings must be in this colour and in **bold** in Arial font size 13. The entire document must be in **1.5 line spacing**. Between different sections of text you must leave one line blank between two titles. The research report should be between 1,500 words and 3,500 words in total and may include pictures and graphs, if necessary. When adding pictures or graphs please add a caption below in *italic size 10.*

 When saving the document of your research report please add the following elements: the committee o commission (eg. GA or HRC), the issue number as mentioned on the website and the table that was sent out (eg. 1 or 2 or 3), your full name (Alena Heise) and the date on which you handed in the research report. An example would be **GA 1 Alena Heise 14Dec16.doc.**

 **Definition of Key Terms**

**Term**

You must indent the definition of each term. Use font **Arial in size 11**. Paragraph spacing must be **1.5 line spacing** for all key terms, the same as that for the entire document. There must be **no blank lines left between definitions**.

**Term 2**

Content

**Key Issues**

**Sub-heading here and only capitalise the first word**

Sub-headings must be in **Arial size 11**, **bold**. You may continue writing text in the same format as the rest of the document. Please remember that the beginning of each paragraph must be **indented**.

**Sub-sub heading**

Content

**Sub-heading here and only capitalise the first word**

Sub-headings must be in **Arial size 11**, **bold**. You may continue writing text in the same format as the rest of the document. Please remember that the beginning of each paragraph must be **indented**.

**Sub-sub heading**

Content

**Major Parties Involved**

**Sub-heading here and only capitalise the first word**

Sub-headings must be in **Arial size 11**, **bold**. You may continue writing text in the same format as the rest of the document. Please remember that the beginning of each paragraph must be **indented**.

**Sub-sub heading**

Content

**Sub-heading here and only capitalise the first word**

Sub-headings must be in **Arial size 11**, **bold**. You may continue writing text in the same format as the rest of the document. Please remember that the beginning of each paragraph must be **indented**.

**Sub-sub heading**

Content

**Timeline of Relevant Resolutions, Treaties and Events**

*You must include short sentences to explain the timeline in itallic. Otherwise you have to follow the format specified below:*

|  |  |
| --- | --- |
| **Date** | **Description of Event** |
| 9 December, 2016 | Student officer photo due to the Secretariat  |
| 14 December, 2016 | First draft of research reports due to the Secretariat |
| 4 Juanuary, 2017 | Final draft of research report due to the Secretariat |

**Previous Attemps to Solve the Issue**

You can write paragraphs about previous attempts made, following the same format as that of the Introduction. Use font **Arial in size 11**. Paragraph spacing must be **1.5 line spacing.**

**Possible Solution**

You can write paragraphs on possible solutions that you would suggest, following the same format as that of the Introduction. Use font **Arial in size 11**. Paragraph spacing must be **1.5 line spacing.**

**Bibliography**

All citations must be in MLA format. You may use [www.easybib.com](http://www.easybib.com) or any other bibliography tool to complete this section. Please ensure that all entries in this section are ‘**left-justified**’ – as this paragraph is set out. Also, any websites cited must be in **hyperlinks** and these should be in this colour. Put the **most useful links in bold**.

"FOBISIA Model United Nations." *Nord Anglia Education - Premium International Schools*. N.p., n.d. Web. 30 Nov. 2016. <<http://www.nordangliaeducation.com/our-schools/shanghai/puxi/fobisia-model-united-nations>>.