



ClarkMUN XI Virtual Conference Schedule

Opening: 10am - 10:30am

Session I: 10:45am - 1:15pm

Break: 1:15pm - 2:15pm

Session II: 2:30pm - 6pm

Closing: 6:15pm - 7pm

Guide to Parliamentary Procedure (Parli Pro)

- **Points and Motions:** Delegates will make motions (for moderated caucuses, unmoderated caucuses, etc.) by typing their motion in the chat of their Gatherly floor. The chair will then select the first three motions typed into the chat and put them to a vote, at which point delegates will choose which route to pursue.
 - **Points** will operate in the same manner. Delegates will type a point of order, inquiry, or personal privilege into the chat, and the dais will acknowledge it.
- **Volunteering for Speeches:** Delegates will volunteer for speeches by using the **raise hand** function on Gatherly. It's simple: Click the little hand button at the top of your Gatherly interface, and the chair will be able to call on you for a speech.
- **Voting:** Delegates will also vote using the **raise hand** function on Gatherly (see above instruction). The chair will ask people to vote for/against/abstain and count the votes.
- **Speeches:** It is at the discretion of your chair if they choose to bring groups of speakers up or individual speakers, one at a time. For groups of speakers, if a delegate is chosen for a speech, the chair will invite the speaker to a certain part of the Gatherly floor (similar to a delegate walking to the podium in a physical committee room). At this point:
 - All delegates will **mute their microphones and turn off their cameras**;
 - The first speaker will unmute, turn on their camera, and speak. Upon finishing, they will mute themselves and turn off the camera;

- The second speaker will do the same until all speakers have spoken;
 - The next group of speakers will raise their hand to be called upon and join the dais. Repeat previous step as warranted.
 - **Notes between delegates (GA and Crisis):** Delegates can message other delegates using the personal message function on Gatherly. Additionally, delegates can form ‘group chats’ while they are in huddles to simulate the dynamics of a ‘bloc’. These only last while you are there (as they would in real life), so please get your bloc’s contact information for after.
 - **Crisis Notes (Crisis Only):** Delegates in Crisis Committees (UNSC, Tombstone 1886, and Hartford Convention) will email crisis notes to staffers in the committee ‘backroom’. The email addresses used by the backroom will be provided prior to the start of the committee.
 - **Joint Personal Directives (JPDs)** will function in the same fashion. Two or more delegates will write an email draft together and send it to the crisis backroom. **Please CC the other delegate in the email** you send to the backroom.
 - Crisis notes should be emailed from the delegate’s personal email. **Please** send a test email before the start of the committee with your real name and delegate name.
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Floor Guide

Opening/Closing: A-E

- Schools beginning with the letters A through E should meet here at the beginning and end of the conference.

Opening/Closing: F-L

- Schools beginning with the letters F through L should meet here at the beginning and end of the conference.

Opening/Closing: P-V

- Schools beginning with the letters P through V should meet here at the beginning and end of the conference.

DISEC: Convention on the Global Arms Trade

- Committee Room for DISEC. Delegates in other committees are not permitted on this floor.

DISEC: Outroom

- This floor will serve as the outroom for DISEC. This is where individual delegates can go to work on their working papers without interfering with speeches in the general room.

UNEP: Trees, Trees, Trees

- Committee Room for UNEP. Delegates in other committees are not permitted on this floor.

ECOFIN: Global Poverty Reduction

- Committee Room for ECOFIN. Delegates in other committees are not permitted on this floor.

CEDAW: Women's Rights in Latin America

- Committee Room for CEDAW. Delegates in other committees are not permitted on this floor.

UNHRC: The Syrian Civil War

- Committee Room for UNHRC. Delegates in other committees are not permitted on this floor.

UNSC: The Fate of Kashmir

- Committee Room for UNSC. Delegates in other committees are not permitted on this floor.

UNSC: Outroom

- This floor will serve as the outroom for UNSC. This is where individual delegates can go to work on their working papers without interfering with speeches in the general room.

Tombstone, 1880

- Committee Room for Tombstone. Delegates in other committees are not permitted on this floor.

The Hartford Convention, 1814

- Committee Room for The Hartford Convention. Delegates in other committees are not permitted on this floor.

Advisor Room

- This room is where advisors can go to spend their time and talk to each other. Advisors are allowed in all committee rooms, but not in any of the backrooms.

Help Desk

- This floor is for anybody who needs help with anything ClarkMUN related. This can include technological issues as well as personal issues. There will be a secretariat member stationed on this floor at all times.

UNSC Backroom: STAFF ONLY

- This floor is where the crisis analysts for UNSC will work. Advisors and delegates are not allowed in this room without explicit permission from staff.

Tombstone Backroom: STAFF ONLY

- This floor is where the crisis analysts for UNSC will work. Advisors and delegates are not allowed in this room without explicit permission from staff.

Hartford Backroom: STAFF ONLY

- This floor is where the crisis analysts for UNSC will work. Advisors and delegates are not allowed in this room without explicit permission from staff.