HMDC Presents...

Caucus Practice Cards: UNESCO

Topic: COVID-19 Education and Technology Gaps

These cards help you practice speaking in a moderated caucus, where each speech is short and must answer one question. A 30-second speech is about 60 to 70 words, so every word must count. For each card, fill in the three lines for your country, then read it aloud with a timer.

MODERATED CAUCUS CARDS

Caucus question	Your 30-second speech frame
1. Which students fell furthest behind when schools closed, and why?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.
2. How can every school get a working internet connection?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.
3. How can teachers be trained to teach well online and in class?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.
4. What can students learn without internet, such as by radio or TV?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.
5. How can girls and children with disabilities get equal access to learning?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.
6. Who should pay for devices and data for students who cannot afford them?	Honorable Chair, delegates: [Country] believes _____. This matters because _____. We propose _____. Thank you.

UNMODERATED CAUCUS TASKS

In an unmoderated caucus there are no speeches. Delegates move around, talk and write together. Try these four tasks in order.

1.	**Find your allies.** Talk to three delegates whose countries share your view. Write their names and one idea each of you agrees on.
2.	**Start a working paper.** With your group, write two operative clauses that fix the biggest problem raised in the moderated caucuses.
3.	**Merge clauses.** Find another group with a similar idea. Combine your two closest clauses into one stronger clause that both groups can support.
4.	**Collect sponsors and signatories.** Ask delegates to sign so the paper can be introduced. Remember: signing only means the paper is worth debating.

POINTS AND MOTIONS CHEAT SHEET

Say this	What it does
Motion for a Moderated Caucus	Say the topic, the speaking time and the total time. Example: "Motion for a moderated caucus on [your topic], 45 seconds each, 10 minutes total." No yields or motions happen during it.
Motion for an Unmoderated Caucus	Say only the total time. Formal debate stops and delegates talk and write freely.
Motion to Extend	Adds more time to a caucus. The extra time can be no more than half of the original time.
Motion to Set the Speaking Time	Speaking time starts at one minute. You may move to change it.
Motion to Enter Voting Procedure	Ends debate so the committee votes on the resolutions on the floor.
Motion to Suspend or Adjourn	Suspend pauses the committee until the next session. Adjourn ends it for the whole conference.
Point of Personal Privilege	Use it when something stops you from taking part, such as when you cannot hear. It may interrupt a speaker, so use it carefully.
Point of Order	Use it when the rules are being used incorrectly. It may never interrupt a speaker.
Point of Parliamentary Inquiry	Ask the chair a question about the rules. It may never interrupt a speaker.
Point of Information	HMUN does not recognize points of information. Do not raise one.
Right of Reply	The HMUN guide says: "A delegate whose personal integrity has been impugned by another delegate may request a Right of Reply." If the Moderator grants it, you give a thirty-second speech. The Moderator's decision cannot be appealed.
Yields	After a speakers list speech you may yield to another delegate, to questions, or to the chair. Yields are not allowed in a moderated caucus.

Your chair has the final say on every rule. Rules come from Harvard Model United Nations, "Guide to Delegate Preparation" (HMUN 2027), harvardmun.org, Last Accessed: November 2026. HMUN Online uses the same format as the in-person committee sessions (harvardmun.org/hmun-online, Last Accessed: November 2026).