**2016 FCCLA STAR Events**

**Parliamentary Procedure Knowledge Test – Junior**

Please complete the following test. Scores from all members of your team will be averaged and the average team score will count as 20 points of your total team score for the event. All questions are from the National Association of Parliamentarians Membership Exam Study Questions (2012).

**True/False Questions**: Please write “T” for true or “F” for false on the blank to the left of the question’s number to indicate your answer.

1. \_\_T\_\_ A two-thirds vote mean two-thirds of those present and voting.
2. \_T\_\_ The order of business is a convention is usually known as the program or agenda.
3. \_T\_\_ To make a main motion, a member must obtain the floor when no other question is pending.
4. \_\_T\_\_ The maker of a motion has the right to speak first on the question.
5. \_\_F\_\_ The presiding officer may enter into debate on all motions.
6. \_\_F\_\_ The motion to Lay on the Table is a privileged motion.
7. \_\_T\_\_ A subsidiary motion can be applied to any main motion.
8. \_\_T\_\_ A recess is a short intermission which does not end the meeting.
9. \_\_F\_\_ Bylaws require a majority vote for suspension.
10. \_\_F\_\_ When serving as an ex-officio member of a committee, the president may not vote on motions.

**Multiple Choice Questions**: Please write the letters of your answers in capital letters on the blanks to the left of the question’s number.

1. \_\_B\_\_ The term rules of order refers to
	1. the bylaws.
	2. the written rules of parliamentary procedure adopted by an assembly or organization.
	3. the constitution.
2. \_\_C\_\_ The proper way to begin the debate process is for the chair to say
	1. “Is there anyone who wishes to discuss this?”
	2. “Debate is now in order.”
	3. “Is there any debate?”
3. \_\_A\_\_ The three basic processes of amendment are
	1. insert or add, strike out, strike out and insert.
	2. add, strike out and insert, substitute.
	3. add, insert, strike out
4. \_\_B\_\_ To put a motion aside temporarily when something else of immediate urgency has arisen a member should
	1. rise to a Point of Order.
	2. move to Lay on the Table.
	3. move to Postpone Indefinitely.
5. \_\_B\_\_ A single member can require a
	1. counted vote.
	2. standing vote.
	3. ballot vote.
6. \_\_C\_\_ Any vacancy occurring on a committee is filled by
	1. the president.
	2. the committee itself.
	3. the appointing power.
7. \_\_A\_\_ Incidental motions
	1. usually deal with questions of procedure arising out of another pending motion.
	2. are not in order when another has the floor.
	3. need not be seconded.
8. \_\_B\_\_ The motion to Commit or Refer
	1. is not debatable.
	2. sends the main motion to a committee for study.
	3. is not amendable.
9. \_\_C\_\_ A secondary motion must be acted upon or disposed of before
	1. a main motion is in order.
	2. an incidental motion is in order.
	3. direct consideration of the main motion can be continued.
10. \_\_B\_\_ The lack of a second has become immaterial
	1. after the chair has stated the question.
	2. after debate has begun.
	3. when the make of the motion asks for permission to withdraw it.