**2016 FCCLA STAR Events**

**Parliamentary Procedure Knowledge Test – Senior/Occupational**

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. \_\_F\_\_ If a society has a corporate charter, it is not necessary to have a constitution or bylaws.
2. \_T\_\_ The quorum should be fixed at the number of members who can reasonably be expected to attend the meeting.
3. \_F\_\_ A motion put in writing and delivered to the chair must be read by the author of the motion.
4. \_\_T\_\_ If the chair rules that a motion is out of order, his decision is subject to an appeal.
5. \_\_T\_\_ In debate, members should refer to officers only by title and should avoid the mention of other members’ names as much as possible.
6. \_\_F\_\_ A member has the right to require that a voice vote be retaken as a rising vote, even when there is no reasonable doubt of the results of the voice vote.
7. \_\_F\_\_ Incidental main motions and original main motions differ principally in the vote necessary for adoption.
8. \_\_F\_\_ A main motion that has been rejected cannot be introduced at a later session.
9. \_\_T\_\_ A meeting is said to stand at ease if the chair, without objection, simply permits a brief pause, without a declaration of recess.
10. \_\_T\_\_ The motion to adjourn until tomorrow is debatable.

**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. \_\_A\_\_ When a count has been ordered on a motion, the secretary records in the minutes
	1. the number of votes on each side.
	2. only whether the motion was adopted or lost.
	3. the votes on each side and abstentions.
2. \_\_B\_\_ An executive session is any meeting or portion of a meeting
	1. only open to the officers of the organization.
	2. at which the proceedings are secret.
	3. president over by the secretary of the organization.
3. \_\_A\_\_ When a main motion, an amendment and a motion to postpone the pending question to a certain time are

 pending, the first vote is taken on

* 1. the motion to Postpone to a Certain Time.
	2. the amendment.
	3. the main motion.
1. \_\_A\_\_ To change what the assembly has adopted requires
	1. something more than was necessary to adopt it in the first place.
	2. that the action take place before the end of the next regular meeting.
	3. previous notice and two-thirds vote.
2. \_\_C\_\_ When a member wishes to have the pending matter given special study, what does the member do?
	1. Move to Lay on the Table
	2. Move to Postpone to a Certain Time
	3. Move to Refer to a committee
3. \_\_B\_\_ When a proper motion has been made and seconded, the chair places it before the assembly by
	1. putting the question.
	2. stating the question.
	3. having the motion repeated by the maker of the motion.
4. \_\_B\_\_ Sessions of permanently organized bodies usually follow
	1. the order of business decided upon immediately after the opening.
	2. an established order of business.
	3. the order of business determined by the presiding officer.
5. \_\_A\_\_ When a decision is to be based on more than a majority vote, a common requirement is a
	1. two-thirds vote and/or previous notice.
	2. show of hands.
	3. ballot vote.
6. \_\_B\_\_ When a member is unsure of the proper wording of a motion he
	1. may ask another member for help.
	2. may seek assistance from the chair.
	3. will be asked to yield the floor while he composes the motion.
7. \_\_C\_\_ A Request to be Excused from a Duty is
	1. a privileged motion.
	2. a subsidiary motion.
	3. an incidental motion.