

DO NOT WRITE ON THIS TEST!!

2014-2015 Nebraska FFA District Senior Parliamentary Procedure Written Test

Answer the following questions with the best possible answer. Be sure to completely fill in the correct circle on the answer sheet. Remember to put your name and chapter on your answer sheet. Return the test and answer sheet to the person in charge of the testing room.

Direction: Each of the following items is followed by four possible responses. Indicate the one best response.

1. The questions acted upon in a deliberative assembly are normally decided on by
 - a. Officers of the organization.
 - b. Members that are present at a regular meeting.
 - c. Members who vote by mail.
 - d. Entire membership of an organization.

2. The basic principle of decision in a deliberative assembly is that
 - a. Propositions must be adopted by a majority vote.
 - b. It takes two members to demand a rising vote.
 - c. A two-thirds vote is required for all amendments.
 - d. All the decisions of the presiding officer may be reversed by a two-thirds vote.

3. Which of the following is an example of a standing rule?
 - a. Naming the organization's parliamentary authority.
 - b. Defining a quorum for the organization.
 - c. The maintenance of a guest register.
 - d. Listing the duties of the chair of all standing committees.

4. After the presiding officer calls a meeting to order, the next order of business is usually
 - a. New business
 - b. Reports of officers
 - c. Unfinished business
 - d. Reading and approval of the minutes

5. Before members in a large assembly can debate or propose motions, they must
 - a. Rise and address the chair
 - b. Address the chair
 - c. Raise a hand
 - d. Rise

6. If an assembly decides to do what a motion proposes, the motion is
 - a. Adopted.
 - b. Accepted.
 - c. Failed.
 - d. Endorsed.

7. The seconder of a motion
 - a. Should always raise a hand.
 - b. Should always stand and give his/her name.
 - c. Must be recognized by the chair.
 - d. Does not need to obtain the floor.

8. May a member who is opposed to a motion second it?
 - a. Yes
 - b. No
 - c. Yes, if a reason is offered
 - d. Only if the chair allows it

9. Which of the following is NOT a fundamental purpose for parliamentary authority?
 - a. Protect the rights of the minority.
 - b. The rule of the majority.
 - c. Courtesy to everyone.
 - d. Handle three items of business at once.

10. A motion is recorded in the minutes
 - a. As the wording was approved by the secretary after the meeting.
 - b. As it was stated by the maker.
 - c. As it was stated by the chair just before being voted on by the assembly.
 - d. After the secretary changes the motion to make certain it satisfies the needs of the organization.

11. A vote by a show of hands can be used
 - a. To verify an inclusive vote in any sized group.
 - b. As an initial voting method in very large groups.
 - c. When any member calls out "Division".
 - d. In small groups.

12. There are 26 in the affirmative and 26 in the negative on a vote for a main motion. Which way would the chair vote in order for the motion to be adopted?
- For the negative
 - For the affirmative
 - The chair would abstain
 - None of the above. The chair cannot vote in this situation.
13. The normal grounds for a member to rise to a *Point of Order* are
- To ask the maker of the motion a question.
 - Uncomfortable conditions in the meeting room.
 - A breach of rules.
 - To obtain parliamentary information from the parliamentarian.
14. To consider a motion later in the same meeting, a member may move to
- Postpone the motion indefinitely.
 - Lay the motion on the table.
 - Refer the motion to a committee.
 - Call for the orders of the day on the motion.
15. Which one of the following is not an incidental motion?
- Object to the consideration of the question
 - Appeal from the decision of the chair
 - Previous Question
 - Point of Order
16. A *Call for the Orders of the Day* can be required by one member
- If another member seconds the order.
 - But can be set aside by a two-thirds vote.
 - If it is adopted by a majority vote.
 - And can only be amended by unanimous consent.
17. The Latin term *sine die* means without
- A division.
 - An official signature for a document such as the minutes of a meeting.
 - A voice vote.
 - Day.
18. The *Main Motion* is a motion that
- Takes precedence over everything.
 - Can be applied to no other motion.
 - Can be moved at any time.
 - Always requires a 2/3 vote.

19. The motion *Postpone Indefinitely* can be
- Applied to all subsidiary motions.
 - Referred to a committee.
 - Laid on the table
 - Applied only to the main motion.
20. If you were chair and could not decide if an amendment was germane, what would you do?
- Tell the assembly the proposed amendment is Tabled.
 - Refer the decision to the assembly and have them vote to determine if it is germane.
 - Ask the maker to withdraw the amendment.
 - Ask the secretary to rewrite the amendment.
21. The motion *Lay on the Table* is a motion that can be
- Debated and amended.
 - Applied to the motion *Limit Debate*.
 - Made when the *Previous Question* is pending.
 - Applied to a pending amendment.
22. A *Point of Order* yields to
- Privileged motions.
 - Secondary motions.
 - Subsidiary motions.
 - main motions.
23. Which motion below can the Chair make?
- Previous Question
 - Postpone Indefinitely
 - Reconsider
 - Object to the Consideration
24. The motion to *Take From the Table* can be made
- Under unfinished business.
 - Under new business.
 - During the same session it is laid on the table.
 - All of the above.

25. Only the affirmative vote may be reconsidered on the motion
- a. Recess.
 - b. Postpone Indefinitely.
 - c. Adjourn.
 - d. Amend

Remember to put your name and chapter on your answer sheet!

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ANSWER KEY**

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 - b. lay the motion on the table.**
 - c. refer the motion to a committee.
 - d. call for the orders of the day on the motion.
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