

# 2012 National FFA Parliamentary Procedure CDE

THE SOCIETY FOR  
AGRICULTURAL EDUCATION PARLIAMENTARIANS

## ACCREDITATION EXAMINATION NUMBER 4

PART II---MULTIPLE CHOICE WRITTEN TEST

NAME: \_\_\_\_\_ STATE: \_\_\_\_\_ SCORE: \_\_\_\_\_

**DIRECTIONS:** Read each question carefully and place the one, best answer in the blank to the left of each question. Then transfer the answer to the answer sheet. If the class of a specific motion is not named for a question, it belongs to the class on the list of permissible motions for this Career Development Event. You will be allowed one hour to complete this part. *Robert's Rules of Order Newly Revised* cannot be used for this part. Remember to answer all 45 questions.

- \_\_\_\_\_ 1. **Members of a deliberative assembly**
- A. must debate all motions.
  - B. may vote only if their dues are paid.
  - C. have the right to make motions, participate in debate, and vote.
  - D. can stop debate on any motion by yelling out "Question!"
- \_\_\_\_\_ 2. **Rules of order that supplement or modify the rules contained in an organization's parliamentary authority are called**
- A. *a corporate charter.*
  - B. *special rules of order.*
  - C. *the secondary parliamentary authority.*
  - D. *secondary amendments.*
- \_\_\_\_\_ 3. **Business is brought before an assembly by a member making a formal proposal called a (an)**
- A. *agenda.*
  - B. *motion.*
  - C. *order.*
  - D. *memorandum.*
- \_\_\_\_\_ 4. **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
- \_\_\_\_\_ 5. **What would you do as chairman of an assembly of about one hundred members if you couldn't determine the result of an uncounted rising vote?**
- A. Ask for a vote by a show of hands.
  - B. Take a vote by ballot.
  - C. Take a vote by having each member stand and announce his or her vote.
  - D. Take a counted, rising vote.

- \_\_\_\_\_ 6. Which one of the following is not an incidental motion?
- A. Point of Order
  - B. Parliamentary Inquiry
  - C. Postpone Indefinitely
  - D. Division of the Assembly
- \_\_\_\_\_ 7. A single member has the power to require a
- A. roll call vote.
  - B. ballot vote.
  - C. counted vote.
  - D. standing vote.
- \_\_\_\_\_ 8. Some societies may hold only one business meeting of the general membership each year. This is called the societies
- A. fiscal meeting.
  - B. calendar meeting.
  - C. special meeting.
  - D. annual meeting.
- \_\_\_\_\_ 9. If it appears that a motion will require time or study to perfect, it would be appropriate for a member to make a motion to
- A. *Postpone to a Certain Time.*
  - B. *Postpone Indefinitely.*
  - C. *Commit.*
  - D. *Amend.*
- \_\_\_\_\_ 10. If you were chairman and a member moved to amend a *Secondary Amendment*, what would you do?
- A. Call the motion to amend the secondary amendment out of order.
  - B. Ask for a second on the third degree amendment.
  - C. Vote immediately on the third degree amendment.
  - D. Suggest that the proposed amendment to the secondary amendment be referred to a committee.
- \_\_\_\_\_ 11. The subsidiary motion to *Commit (or Refer)* takes precedence over the motion to
- A. *Amend.*
  - B. *Lay on the Table.*
  - C. *Recess.*
  - D. *Limit Debate*
- \_\_\_\_\_ 12. One rule for the subsidiary motion to *Postpone to a Certain Time* is that
- A. a second is not required.
  - B. it is out of order when another member has the floor.
  - C. debate may go into the merits of the main question.
  - D. a two-thirds vote is required to adopt it.
- \_\_\_\_\_ 13. If a main motion and a primary amendment are pending, and a motion to lay the main motion on the table is adopted, the amendment itself
- A. can be brought up by any member as a new motion.
  - B. becomes the immediately pending question.
  - C. dies and is taken up under unfinished business at the next regular meeting.
  - D. adheres to the main motion and goes to the table with it.

- \_\_\_\_\_ 14. **A member who has been assigned the floor may be interrupted for the purpose of**
- A. amending a motion.
  - B. limiting debate.
  - C. raising a question of privilege.
  - D. moving the previous question.
- \_\_\_\_\_ 15. **If a question is pending at an organized monthly meeting and an adjournment closed the meeting, the pending motion**
- A. is taken up as the first item under unfinished business at the next monthly meeting.
  - B. must be introduced again at the next meeting in order to be considered.
  - C. is laid on the table.
  - D. is lost.
- \_\_\_\_\_ 16. **Which of the following would not be subject to an *Appeal*?**
- A. The chair's response to a parliamentary inquiry
  - B. The chair's announcement of the results of a vote
  - C. The chair's response to a point of information
  - D. All of the above
- \_\_\_\_\_ 17. **MEMBER:-(After obtaining the floor) "I move that we buy our president a new lectern and a new gavel."**
- Which motion below would you use in order to make the motion above two separate motions?**
- A. *Second Degree Amendment*
  - B. *Reconsider and Amendment by Separation*
  - C. *Division of the Assembly*
  - D. *Division of a Question*
- \_\_\_\_\_ 18. **The chair is obligated to answer all *Parliamentary Inquiry* questions except those that**
- A. explain the effects of a motion.
  - B. assist members in making an appropriate motion.
  - C. are hypothetical in nature.
  - D. help members understand the parliamentary situation.
- \_\_\_\_\_ 19. **The motion to *Take From the Table* is in order**
- A. when another member has the floor.
  - B. only when the chair calls for unfinished business.
  - C. after some other business has been transacted.
  - D. when an amendment is pending on the motion.
- \_\_\_\_\_ 20. **The minimum affirmative vote necessary to adopt a motion to *Reconsider* is**
- A. a majority.
  - B. two-thirds.
  - C. one third.
  - D. Answer not given. It doesn't require a vote since the chair makes the decision.
- \_\_\_\_\_ 21. **In a deliberative assembly where the bylaws do not specify a quorum, the quorum is**
- A. two-thirds of the members present.
  - B. a majority of those voting.
  - C. a majority of all the members.
  - D. the largest number of members who can be present at any time.

- \_\_\_\_\_ 22. **If you were chairman and a guest speaker had to leave before roll call, what would you do?**
- A. Ask the assembly (by unanimous consent) if the guest can speak early.
  - B. Tell the guest that the speech cannot be presented.
  - C. Conduct a voice vote on whether the guest speaker may make an earlier presentation.
  - D. Allow the speaker to make the presentation at any time he or she wishes.
- \_\_\_\_\_ 23. **In debate, a member's remarks must have bearing on whether the pending motion should be adopted. In other words, debate must**
- A. be always in the affirmative.
  - B. be germane.
  - C. end with a subsidiary motion.
  - D. attack the motives of the member who made the motion.
- \_\_\_\_\_ 24. **An assembly has 30 regular members in attendance at a meeting and the president, who is the presiding officer. If all 30 of the regular members voted, what is the minimum number of votes needed to adopt the motion? Assume the presiding officer does not vote.**
- A. 20
  - B. 21
  - C. 15
  - D. 16
- \_\_\_\_\_ 25. **The presiding officer, if a member of the assembly,**
- A. should only vote by ballot upon the permission of the assembly.
  - B. may vote by ballot to break a tie.
  - C. can always vote by ballot with other members.
  - D. can vote by ballot after the polls are closed without permission of the assembly.
- \_\_\_\_\_ 26. **An officer who has served more than**
- A. 10% of a term is considered to have served a full term.
  - B. one fourth of a term is considered to have served a full term.
  - C. half of a term is considered to have served a full term.
  - D. None of the above
- \_\_\_\_\_ 27. **At a regular meeting, the parliamentarian should be seated**
- A. in an inconspicuous place.
  - B. next to the chairman.
  - C. in the front row of the assembly.
  - D. between the secretary and the chairman.
- \_\_\_\_\_ 28. **After the "treasurer's report" is made at regular meeting, it**
- A. is then referred to the finance committee.
  - B. must then be approved by a majority vote of the assembly.
  - C. must be then referred to the budget committee.
  - D. requires no action from the assembly.
- \_\_\_\_\_ 29. **After a "special committee" has made its final report to the assembly, it**
- A. is listed in the bylaws as a standing committee.
  - B. automatically expires.
  - C. is assigned new members and handles all related topics in the future.
  - D. cannot be discharged by the assembly.

- \_\_\_\_\_ 30. **If the minority committee report concludes with a proposed resolution, the minority can recommend**
- A. amendment of the resolution.
  - B. rejection of the resolution.
  - C. adoption of some other suitable motion.
  - D. Any of the above
- \_\_\_\_\_ 31. **After the chairman is elected by a voice vote in a mass meeting, the next step for the chairman is to**
- A. state the reasons for the meeting.
  - B. read the names of the sponsors of the meeting.
  - C. conduct an election for a secretary.
  - D. divide the members into problem solving groups.
- \_\_\_\_\_ 32. **A motion to amend the bylaws should require at least a notice and a**
- A. majority vote.
  - B. two-thirds vote.
  - C. three-fourths vote.
  - D. unanimous vote.
- \_\_\_\_\_ 33. **The time at which a bylaw amendment goes into effect is immediately upon**
- A. adjournment of the meeting.
  - B. the conclusion of the report.
  - C. its adoption.
  - D. the signatures of all the officers.
- \_\_\_\_\_ 34. **A member who wishes to call another member out of order**
- A. must rise, address the chair, and wait to be recognized.
  - B. need not gain recognition from the chair.
  - C. must first wait for the chair to call the member to order.
  - D. must rise for a parliamentary inquiry.
- \_\_\_\_\_ 35. **Which motion below has the highest precedence?**
- A. *Fix the Time to Which to Adjourn*
  - B. *Lay on the Table*
  - C. *Call for the Orders of the Day*
  - D. *Main Motion*
- \_\_\_\_\_ 36. **Which one of the following motions does not require a second?**
- A. *Adjourn* (the privileged motion)
  - B. *Call for the Orders of the Day*
  - C. *Postpone Indefinitely*
  - D. *Rescind*
- \_\_\_\_\_ 37. **The motion to *Postpone Indefinitely* and to *Postpone Definitely* both**
- A. are amendable.
  - B. require a majority with notice to be adopted.
  - C. must be seconded.
  - D. are classified as incidental motions.

- \_\_\_\_\_ 38. Which form below is not correct when calling a member to a *Point of Order*?
- A. "Order, order!"
  - B. "Point of order."
  - C. "I rise to a point of order."
  - D. "I call (say name of member) to order."
- \_\_\_\_\_ 39. A mnemonic commonly used to remember the articles of bylaws is "NO MOME C PA" (Say, "No Mommy, see Pa.") What do the two "M's" represent?
- A. Members and Meetings
  - B. Main Motions
  - C. Manual (Parliamentary Authority) and Managers
  - D. Minutes and Membership
- \_\_\_\_\_ 40. While debating motions, members of an assembly should
- A. address their remarks to the chair.
  - B. interject personal comments into debate.
  - C. attack the motives of members for more meaningful debate.
  - D. refer to other members by their personal names.
- \_\_\_\_\_ 41. The *Previous Question* cannot be applied to the subsidiary motion to
- A. *Postpone Definitely*.
  - B. *Commit*.
  - C. *Amend*.
  - D. *Lay on the Table*.
- \_\_\_\_\_ 42. The motion to *Create a Blank* is a (an)
- A. incidental motion.
  - B. privileged motion.
  - C. main motion.
  - D. subsidiary main motion.
- \_\_\_\_\_ 43. When a *Main Motion* is taken up again on a different day after it has been *Postponed to a Certain Time*, each member can speak on the *Main Motion*
- A. one more time.
  - B. twice again.
  - C. as many times as they wish.
  - D. only if permission is granted by the maker of the *Main Motion*.
- \_\_\_\_\_ 44. A basic feature of the subsidiary motion to *Lay on the Table* is that
- A. debate on the motion may go into how long the motion it will be applied to will be laid on the table.
  - B. it has the same rules of debate as the motion to *Postpone Indefinitely*.
  - C. it cannot be qualified in any manner.
  - D. an amendment can be added, if related to the length of time the motion will be laid on the table.
- \_\_\_\_\_ 45. Which statement below is normally false?
- A. The chair should correct a breach of the rules immediately.
  - B. Any two members can appeal a ruling on a *Point of Order* made by the chair.
  - C. A member can make a *Parliamentary Inquiry* if he/she is not certain on whether to make a *Point of Order*.
  - D. Points of order should be raised on all trivial irregularities that are very technical.