

## PARLIAMENTARY PROCEDURE

- 1) Some organizations may hold only one business meeting of the general membership each year. This is called the society's \_\_\_\_\_.
  - A) special meeting
  - B) calendar meeting
  - C) fiscal meeting
  - D) annual meeting
  
- 2) A meeting that is called to be held at a time different from the regular meeting to consider one or more items, is called a/an \_\_\_\_\_.
  - A) executive meeting
  - B) sine die meeting
  - C) adjourned meeting
  - D) special meeting
  
- 3) The bylaws of an organization include all of the following **except** \_\_\_\_\_.
  - A) how the organization functions
  - B) the rules that the organization believes are important
  - C) the names of the officers of the organization
  - D) the principal characteristics of the organization
  
- 4) There are \_\_\_\_\_ FBLA administrative regions.
  - A) 3
  - B) 5
  - C) 4
  - D) 7
  
- 5) Schools benefit from having FBLA because the organization has the goal of \_\_\_\_\_.
  - A) 100% of graduates attending college
  - B) replacing core curriculum with business courses
  - C) encouraging scholarship and school loyalty
  - D) encouraging individualism

- 6) When the Previous Question is considered on a series of pending motions, they are voted on in the \_\_\_\_\_.  
A) next meeting  
B) order that the proposer of each motion demands  
C) same order in which they were proposed  
D) reverse order in which they were made
- 7) The chair is obligated to answer all Parliamentary Inquiry questions except those that \_\_\_\_\_.  
A) are hypothetical in nature  
B) help members understand the parliamentary situation  
C) assist members in making an appropriate motion  
D) explain the effects of a motion
- 8) Which of the following motions enables a majority of the assembly to bring back for additional consideration a motion on which there has already been a vote?  
A) reconsider  
B) rescind  
C) postpone to a certain time  
D) take from the table
- 9) The last paragraph of the minutes should state \_\_\_\_\_.  
A) which motions were seconded  
B) all notices of motions  
C) all sustained points of order  
D) the time of adjournment
- 10) Standing committees are \_\_\_\_\_ committees.  
A) permanent  
B) reporting  
C) temporary  
D) social

- 11) \_\_\_\_\_ is beginning the meeting by the presiding officer.
- A) Suspending the meeting
  - B) Announcing the meeting
  - C) Adjourning the meeting
  - D) Calling the meeting to order
- 12) To end debate and amendments to a motion requires a(n) \_\_\_\_\_ vote.
- A) unanimous
  - B) 3/4
  - C) 2/3
  - D) majority
- 13) Which of the following motions would be the most appropriate to be divided?
- A) I move we go to Disneyland next weekend
  - B) I move we buy our secretary a new personal computer and a new laser printer
  - C) I move we buy our president a new podium
  - D) I move we form a recreation committee and give it instructions
- 14) One characteristic of subsidiary motions is that they are \_\_\_\_\_.
- A) the highest ranking of all motions
  - B) applied to any main motion
  - C) always applied to another motion after they are voted on
  - D) only applied to a main motion after it has been amended
- 15) If a main motion is pending and a motion to amend is being debated, which one of the following motions would be out of order?
- A) Postpone Indefinitely
  - B) Adjourn
  - C) Point of Order
  - D) Limit Debate

- 1) D
- 2) D
- 3) C
- 4) B
- 5) C
- 6) D
- 7) A
- 8) A
- 9) D
- 10) A
- 11) D
- 12) C
- 13) B
- 14) B
- 15) A