

PARLIAMENTARY PROCEDURE TEAM (550)

—Secondary—

REGIONAL – 2017

TOTAL POINTS _____ *(Refer to Judge's Scoring Rubric/Rating Sheets)*

Failure to adhere to any of the following rules will result in disqualification:

- 1. Contestant must hand in this test booklet and all printouts. Failure to do so will result in disqualification.**
- 2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests or facsimile (handwritten, photocopied, or keyed) are allowed in the testing area.**
- 3. Electronic devices will be monitored according to ACT standards.**

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Workplace Skills Assessment Program competition.

PARLIAMENTARY PROCEDURE DEMONSTRATION

The team will be allowed a preparation period of 15 minutes before giving a parliamentary demonstration to the judges. The team will be limited to a maximum of 15 minutes for the parliamentary demonstration to the judges.

A blank 3" x 5" index card will be provided to each team member, which may be used during the presentation. In addition, the secretary will receive a blank sheet of paper to record the proceedings of the meeting in English, longhand for submission to the judges immediately after the presentation. The secretary will be permitted to take the contest agenda into the presentation room; this is to be submitted with the minutes to the judges.

The parliamentary authority, *Robert's Rules of Order Newly Revised* (11th Edition), or any other reference materials, may be used in the preparation room but not during the parliamentary demonstration.

The items listed below are the order of new business for each subject listed. Items under "Abilities to be Demonstrated" may be rearranged within subject areas.

Subject	Abilities to be Demonstrated
1. <i>Safety Awareness Program</i>	A. Main Motion B. Division of the Assembly C. Postpone to a Certain Time and Make it a Special Order D. Adjourn (as privileged motion)
2. <i>Alumni Activity</i>	A. Main Motion B. Amend C. Amend the amendment D. Recess (as privileged motion)
3. <i>Plan Activity for Senior Citizens</i>	A. Main Motion B. Refer to Special Committee (with full power to report at next meeting) C. Extend Limits of Debate (2 speakers: 1 pro, 1 con) D. Division of a Question