

What Do You ALREADY know about Parliamentary Procedure?

Unit(s): Parliamentary Procedure

Purpose: The purpose of this exercise is to assess the previous learning and knowledge of students regarding parliamentary procedure. It can also work as a touchstone as you go along to assess and direct activity and, of course, as a post-test.

Objectives: To narrow the new learning to a specific number of learning outcomes.

Materials: Pre-test for each student.

Procedure:

1. Administer the pre-test as the segment is introduced, without prior teaching.
2. Later, teach to 3-5 main items of interest or perceived need.
3. Follow with same instrument as post-test.

PRE-TEST/What do You ALREADY know . . . ?

1. Where does the term "parliamentary procedure" come from?
2. List the "Order of Business" for a good meeting.
3. What is a simple majority?
4. What is the procedure for gaining the floor in a meeting?
5. What are ways that a motion can be amended?
6. What is the proper way to phrase a motion?
7. What are the two types of committees?
8. When can the chairman vote?
9. What book is the best reference for this study and to refer to when you need help?
10. What is the final authority for the workings of an organization?

POST-TEST

1. Where does the term "parliamentary procedure" come from?
2. List the "Order of Business" for a good meeting.
3. What is a simple majority?
4. What is the procedure for gaining the floor in a meeting?
5. What are ways that a motion can be amended?
6. What is the proper way to phrase a motion?
7. What are the two types of committees?
8. When can the chairman vote?
9. What book is the best reference for this study and to refer to when you need help?
10. What is the final authority for the workings of an organization?