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| **INTRODUCTION TO PARLIAMENTARY PROCEDURE** | |
| |  |  | | --- | --- | | 1) | In addition to the president, secretary, treasurer, and parliamentarian, there are this number of vice presidents at the national level of FBLA. | |  | A) three | |  | B) four | |  | C) one | |  | D) five | |  |
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| |  |  | | --- | --- | | 2) | The vote on a main motion is 30 for the affirmative and 29 for the negative. The chair then votes in the negative. The motion is \_\_\_\_\_. | |  | A) a tie and is adopted | |  | B) tabled | |  | C) lost | |  | D) adopted | |  |
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| |  |  | | --- | --- | | 3) | A short intermission which does not close the meeting and after which business will be resumed is called \_\_\_\_\_. | |  | A) a break | |  | B) a recess | |  | C) adjournment | |  | D) a meeting interruption | |  |
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| |  |  | | --- | --- | | 4) | \_\_\_\_ tap(s) of the gavel tells meeting attendees to be seated. | |  | A) One | |  | B) Three | |  | C) Four | |  | D) Two | |  |
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| |  |  | | --- | --- | | 5) | The record of each business meeting is called \_\_\_\_. | |  | A) the summary | |  | B) the agenda | |  | C) the itinerary | |  | D) the minutes | |  |

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| |  |  | | --- | --- | | 6) | FBLA members who want to run for a national office must file their application with the association president and executive officer by \_\_\_\_\_. | |  | A) May 15 | |  | B) July 31 | |  | C) June 1 | |  | D) January 1 | |  |
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| |  |  | | --- | --- | | 7) | The national FBLA officer screening committee does **not** include \_\_\_\_\_. | |  | A) the FBLA-PBL Director of Educational Programs | |  | B) the national FBLA president | |  | C) board members | |  | D) the regional FBLA vice presidents | |  |
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| |  |  | | --- | --- | | 8) | The administration of FBLA shall be vested in the \_\_\_\_\_. | |  | A) state FBLA presidents | |  | B) executive committee | |  | C) chief executive officer of FBLA-PBL | |  | D) association president and chief executive officer of FBLA-PBL | |  |
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| |  |  | | --- | --- | | 9) | \_\_\_\_\_\_ delays action by enabling more careful consideration. | |  | A) To raise a point of order | |  | B) To commit or refer | |  | C) To appeal from decision of the chair | |  | D) To postpone indefinitely | |  |
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| |  |  | | --- | --- | | 10) | If you are the presiding officer, what would be the next step you would take after an amendment to a main motion was adopted? | |  | A) debate on the amended main motion | |  | B) debate on the adopted amendment | |  | C) a motion to adjourn | |  | D) more new business | |  |

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| |  |  | | --- | --- | | 11) | Which of the following motions would be used to dispense with the regular order of business and proceed to a subject that is scheduled later in the meeting? | |  | A) Suspend the Rules | |  | B) Previous Question | |  | C) Reconsider the Order of Business | |  | D) Amend the order of Business | |  |
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| |  |  | | --- | --- | | 12) | An officer who has served more than \_\_\_\_\_. | |  | A) half of a term is considered to have served a full term | |  | B) 10% of a term is considered to have served a full term | |  | C) one fourth of a term is considered to have served a full term | |  | D) 75% of a term is considered to have served a full term | |  |
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| |  |  | | --- | --- | | 13) | Which vote on a motion is always taken first by the presiding officer? | |  | A) negative | |  | B) neutral | |  | C) affirmative | |  | D) abstentions | |  |
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| |  |  | | --- | --- | | 14) | When the privileged motion to adjourn is pending, the motion to \_\_\_\_\_. | |  | A) limit or extend limits of debate is in order | |  | B) fix the time to which to adjourn is in order | |  | C) amend is in order | |  | D) lay on the table is in order | |  |
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| |  |  | | --- | --- | | 15) | \_\_\_\_\_\_\_ motions have no connection with the main motion before the assembly, but they are so important that they are entitled to immediate consideration. | |  | A) Active | |  | B) Incidental | |  | C) Subsidiary | |  | D) Privileged | |  |

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