**QUIZ**

**Parliamentary Overview: It’s Time to Get into Motion**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. The president needs to do some organizing and planning before a meeting. Which of the following serves as a guide for a meeting?

|  |  |
| --- | --- |
|  | Bylaws |
|  | Nurses code of conduct |
|  | Agenda |
|  | Oracle |

 |
| 1. The president remains impartial during discussions and recognizes the rights and equitable treatment of all members

|  |  |
| --- | --- |
|  | True |
|  | False |

 |
| 1. What must be verified prior to conducting the meeting?

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| --- | --- |
|  | The participants in the audience must be enrolled in the convention. |
|  | A quorum check to verify the number of members present according to the bylaws. |
|  | Number of minute copies. |
|  | Fire drill. |

 |
| 1. If the required number of members is not met, what must the president do next?

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| --- | --- |
|  | Draft a member from the audience to meet the quorum requirements. |
|  | Continue to conduct the meeting. |
|  | Continue with the meeting and cover half of the agenda. |
|  | Fix the time to adjourn and to adjourn. |

 |
| 1. The President calls for reports in order. Which of the following is the proper order of organization reports?

|  |  |
| --- | --- |
|  | Executive Board (Board of Directors), Standing Committees and Special Committees. |
|  | Standing Committees, Special Committees and Officers. |
|  | Officers, Executive Board and Special Committees. |
|  | Officers, Executive Board, Standing Committees and Special Committees. |

 |
| 1. The President only accepts motions that are worded negatively.

|  |  |
| --- | --- |
|  | True |
|  | False |

 |
| 1. During the process order of business, if a motion is made and seconded, what does the president do next?

|  |  |
| --- | --- |
|  | Asks for vote. |
|  | Opens the discussion. |
|  | Tables motion for further discussion. |
|  | Veto. |

 |
| 1. Which of the following are ways the President can call for a vote?

|  |  |
| --- | --- |
|  | Voice vote or show of hands |
|  | Suspend vote, rising vote or roll call. |
|  | Roll call or by ballot, |
|  | A and C |
|  | C only. |

 |
| 1. No other main motion may be brought before the assembly when a main motion is already on the floor.

|  |  |
| --- | --- |
|  | True |
|  | False |

 |
| 1. What is meant by "to move the previous question or call the question"?

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| --- | --- |
|  | To suppress action. |
|  | To stop debate at once. |
|  | To make way for important business. |
|  | To remove the motion from the floor. |

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 **(1 CH/.1 CEU)**

Answer Sheet

**CODE:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| --- |
| **Please print legibly** and verify that all information is correct. |
| **First Name:** |  | **MI:** |  | **Last Name:** |  |
| **Street Address:** |  |
| **City:** |  | **State:** |  | **Zip Code:** |  |
| **Daytime Phone Number (include area code):** |  |
| **E-mail:** |  |
| **Facility**: |  | **NYSNA Member #:** |  |

 |

**For those members wishing to earn CHs/CEU for this course, please return completed evaluation form and answer sheets to NYSNA at the conclusion of the program.** Please print your answers in the spaces provided below. **There is only one answer for each question.** All answers are located within the course content.

|  |  |  |  |
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|  |  |  |  |

**Please complete the course evaluation on the back.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please use the following scale to rate statements 1-7 below:** | **Poor** | **Fair** | **Good** | **Very Good** | **Excellent** |
| 1. The content fulfills the overall purpose of the course.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. The content fulfills each of the course objectives.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. The course subject matter is current and accurate.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. The material presented is clear and understandable.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. The teaching/learning method is effective.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. The test is clear and the answers are appropriately covered in the course.
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. How would you rate this course overall?
 | ⭘ | ⭘ | ⭘ | ⭘ | ⭘ |
| 1. Was this course fair, balanced, and free of commercial bias?
 | Yes / No (Circle One) |
|  |
| 9. Comments: |  |
|  |  |
| 10. Do you have any suggestions about how we can improve this course? |  |
|  |  |
|  |  |
|  |  |

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Thank You!

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