**QUIZ**

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

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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?  |  |  | | --- | --- | |  | 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?  |  |  | | --- | --- | |  | 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"?  |  |  | | --- | --- | |  | 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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**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.**

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| **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) | | |
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| 9. Comments: | |  | | | | | | | |
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| 10. Do you have any suggestions about how we can improve this course? | | | | |  | | | | |
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Thank You!

RETURN TO:

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