

Tennessee TSA

Sample Chapter Team Written Test

DO NOT OPEN THIS TEST UNTIL INSTRUCTED TO DO SO!

1. Follow all instructions carefully.
2. *Mark only the following identification on your scantron:*
 - a. PRINT the name of your school where it says NAME. **DO NOT** abbreviate the name of your school; you *may* abbreviate high school (HS), middle School (MS) or junior high (Jr. HS).
 - b. PRINT your student ID in the space marked SUBJECT. (This is the ID number on your name badge.)
 - c. Mark today's date (4/25/2003) on the DATE line.
3. **DO NOT** write on this test.
4. Choose the **best** answer to each question and mark it on your scantron.
5. Any answers not marked on the scantron at the end of the test period will be counted as incorrect.
6. If you finish before the allotted time, turn in your test, scantron and pencil and leave *quietly*.

Time allotment: 1 hour

1. **Motions that relate in different ways to the pending business or to business otherwise before the assembly are called _____ motions.**
 - A. *main*
 - B. *privileged*
 - C. *incidental*
 - D. *subsidiary*

2. **Special meetings can only be called if they are authorized**
 - A. in an organization's bylaws.
 - B. by the president.
 - C. by all the officers of an organization.
 - D. by a two-thirds vote of the membership.

3. **The chief advantage of committees is that they allow greater freedom of debate on motions. This means that members can speak**
 - A. three times on each topic.
 - B. only two times on each topic, but for as long as they wish.
 - C. on motions even after they are adopted.
 - D. as many times as they wish.

4. **The chair is obligated to answer all *Parliamentary Inquiry* questions except those that**
 - A. explain the effects of a motion.
 - B. assist members in making an appropriate motion.
 - C. are hypothetical in nature.
 - D. help members understand the parliamentary situation.

5. **You want to cancel a motion adopted at a previous meeting. What could you do?**
 - A. Propose a second-degree amendment to rescind it.
 - B. Rise, and without obtaining the floor, say, "I object to the consideration of the question. "
 - C. Obtain the floor and say, "I move to rescind the motion related to .. adopted at our last meeting. "
 - D. There is nothing that can be done. Once a motion has been adopted, it cannot be rescinded.

6. **A bylaw amendment goes into effect**
 - A. sixty days after it is adopted.
 - B. at the end of the session during which it is adopted.
 - C. immediately upon its adoption.
 - D. after all officers have signed it.

7. **When the term *majority vote* is unqualified, it means**
 - A. one-half of the votes cast, plus one, including absences and abstentions.
 - B. one-half of the entire membership, plus one.
 - C. one-half of the votes cast, plus one, excluding absences and abstentions.
 - D. more than half of the number of persons present who are legally entitled to vote.

8. **Assume that a *main motion* is pending and an *amendment* is made and seconded. Another member moves to *Refer the main motion and the amendment to a Committee*. Which motion should be voted on first?**
 - A. *Main motion*
 - B. *Amendment*
 - C. *Refer to a Committee*
 - D. It doesn't matter which one is handled first.

9. **A recess may be taken to**
 - A. count ballots.
 - B. secure information.
 - C. allow for informal consultations.
 - D. All of the above.

- 10. The motion to *Take from the Table* must be**
- A. seconded.
 - B. passed by a two-thirds vote.
 - C. debated.
 - D. made by the member who laid the original motion on the table.
- 11. When the presiding officer relinquishes the chair in order to debate a main motion, the chair is returned when the**
- A. presiding officer has completely debated the question.
 - B. main motion has been amended.
 - C. main motion has been disposed of.
 - D. temporary chairman requests that the regular presiding officer return to the chair.
- 12. Except for an *Appeal*, how many times can a member speak on the same motion on the same day?**
- A. One
 - B. Two
 - C. Three
 - D. None of these is correct
- 13. The main reason that the motion to *Limit or Extend the Limits of Debate* requires a two-thirds vote is because it**
- A. is a high ranking, privileged motion.
 - B. is actually two separate motions.
 - C. takes away the rights of members to enter into free discussions.
 - D. limits the debate on the privileged motion to *Amend* a motion previously adopted.
- 14. To withdraw a motion that has already been stated by the chair requires**
- A. a secondary amendment.
 - B. approval of the member who seconded the motion that is to be withdrawn.
 - C. permission of the assembly.
 - D. approval of the secretary.
- 15. The purpose of the motion to *object to the consideration of a question* is to**
- A. cut off debate on a question.
 - B. enable the assembly to avoid irrelevant items of business.
 - C. limit debate on a particular item of business.
 - D. have the object of the question made clear to the assembly.
- 16. A *restorative motion* is a type of motion that**
- A. deals with a matter of immediate importance to the assembly.
 - B. aids the assembly in handling a main motion.
 - C. brings a matter back to the assembly for further consideration.
 - D. is related to the pending business.
- 17. After a motion has been withdrawn, the same motion**
- A. can be made again at the same meeting.
 - B. cannot be made again at the same meeting.
 - C. can be made again at the same meeting if the original maker approves by seconding it.
 - D. can be made the immediately pending question by a member proposing the motion to *Take from the Table*.
- 18. After a member obtains the floor to debate a motion, (s)he can speak no longer than**
- A. ten minutes.
 - B. twenty minutes.
 - C. thirty minutes.
 - D. the amount of time determined by the chairperson.

19. **A quorum is necessary for business to be legally transacted by an assembly. A quorum is the number of members who are entitled to vote and who**
- must vote.
 - are present.
 - must be present.
 - may be present.
20. **The usual method of appointing assembly members to a special committee is to**
- conduct a ballot vote.
 - select a committee chairman who then chooses the committee members.
 - open nominations from the floor.
 - usually be specified in the motion that establishes the committee.
21. **When writing a resolution, what word should the preamble begin with to give reasons for the resolution's adoption?**
- Therefore "
 - Be it resolved "
 - Whereas "
 - However "
22. **Bylaws of a new organization are adopted by a _____ vote.**
- plurality
 - majority
 - two-thirds
 - three-fifths
23. **The subsidiary motion to *Limit or Extend the Limits of Debate***
- can only be applied to amendments.
 - requires a majority vote to be adopted.
 - is in order when another member has the floor.
 - takes precedence over all other debatable motions.
24. **When a member wishes to do something at a meeting that is contrary to or violates one or more of its regular rules, what can the assembly do?**
- Appeal* the decision of the chair.
 - Raise a *Question of Privilege*.
 - Move to *Suspend the Rules*.
 - Nothing. Once a rule is adopted, it cannot be changed or altered.
25. **If a motion is considered and adopted without having been seconded,**
- it is lost.
 - it must be proposed, seconded and voted on again at a future meeting.
 - it is still adopted.
 - a second must still be made.
26. **A subsidiary, privileged, or incidental motion made while no other business is pending and which does not bring new business before the assembly is called a/an**
- Original Main Motion*
 - Incidental Main Motion*
 - Dilatory Motion*
 - Restorative Motion*

27. **The chair's reply to a parliamentary inquiry is not subject to an appeal because**
 A. the reply is an opinion and not a ruling.
 B. an appeal is used only when the chair refuses a member's request for a *Division*.
 C. an appeal must be made by a member who voted with the side that did not prevail.
 D. the reply is always voted on by the assembly.
28. **Motions relating to nominations may include**
 A. methods of making nominations.
 B. motions to close nominations.
 C. motions to open nominations.
 D. All of the above.
29. **An original main motion is a main motion that**
 A. amends another motion.
 B. introduces a substantive question as a new subject.
 C. is related to the business of the assembly or its past or future actions.
 D. allows the maker of the motion to serve as chairman if the motion is referred to a committee.
30. **A/An/The _____ would be used to immediately stop the debate and vote on a pending question.**
 A. *Question of Privilege*
 B. *Division of the Question*
 C. *Previous Question*
 D. *Reconsider the Question*
31. **If a member who has accepted an office finds that (s)he is unable to perform it, (s)he can properly resign by**
 A. notifying the president thirty days before the resignation.
 B. submitting a written resignation and have the chair put it to a vote.
 C. tell the secretary to put it in the minutes of the previous meeting.
 D. rise during a regular meeting and announce his/her resignation.
32. **A/An _____ is the order in which business is taken up at a session.**
 A. agenda
 B. order of business
 C. orders of the day
 D. all of the above
33. **A society has a total of 200 members. A majority vote of the entire membership is**
 A. 100
 B. 101
 C. 167
 D. 200
34. **A society has a total of 200 members. Of those, 160 are present at a meeting where a vote is taken on a motion that requires a two-thirds vote to pass. The number of affirmative votes needed for this motion to be adopted is**
 A. 81
 B. 106
 C. 107
 D. 160
35. **The Virginia TSA Constitution specifies that a proposed amendment to the Constitution must be submitted _____ before the Annual Business Meeting.**
 A. twenty-four hours
 B. thirty days
 C. sixty days
 D. ninety days

- 36. If a motion to accept a committee report is adopted, it implies that the assembly has**
- A. heard the report.
 - B. endorsed the entire report.
 - C. heard the report and agrees to part of it after an appropriate amendment.
 - D. agreed to hear the report and vote on it.
- 37. If the chair is in doubt as to which member is entitled to the floor,**
- A. it should automatically be assigned to the member who addressed the chair.
 - B. the parliamentarian should decide.
 - C. the assembly can decide by a vote.
 - D. all the officers should confer and make a decision.
- 38. The motion to *Lay on the Table***
- A. can be debated.
 - B. kills the motion on which it acts and avoids a direct vote on it.
 - C. can be amended.
 - D. sets the pending question aside temporarily with no set time for taking up the matter again.
- 39. An amendment to an amendment**
- A. may be amended with the consent of the person who proposed the secondary amendment.
 - B. may not be amended.
 - C. may never be debated.
 - D. requires a two-thirds vote for adoption.
- 40. The motion to *Take from the Table* can be made**
- A. under unfinished business.
 - B. under new business.
 - C. during the same session it is laid on the table.
 - D. all of the above.
- 41. Special committees are called on to report**
- A. before the minutes are read.
 - B. in the order in which they were appointed.
 - C. in random order.
 - D. based on the order in which they address and are recognized by the chair.
- 42. A motion to *Adjourn* is always privileged when**
- A. the time for adjournment has been set ahead of time.
 - B. it is qualified.
 - C. it is unqualified.
 - D. another member had the floor.
- 43. Which of the following is a rule that members should obey during debate?**
- A. Address all remarks through the chairperson.
 - B. Use members' names for clarity.
 - C. Speak against your own motions.
- 44. Which of the following is not a characteristic of the motion to *Reconsider*?**
- A. It must be made on the same day the vote to be reconsidered was taken.
 - B. Only a member who voted with the prevailing side can make a motion to *reconsider*.
 - C. It is subject to a time limit.
 - D. It requires a two-thirds vote if no notice was given or a majority vote if previous notice was given.

45. **All of the following motions can be amended, except**
A. *Postpone Indefinitely*
B. *Amend*
C. *Postpone to a Certain Time*
D. *Commit*
46. **A request for permission to withdraw a motion can be made**
A. at any time before voting on the question has begun.
B. after the motion has been amended.
C. even though all incidental or subsidiary motions may be pending.
D. All of the above.
47. **No motion can be renewed during the same session unless the question**
A. has in some respect become different.
B. is proposed by a different member.
C. is made and seconded by different members.
D. has been successfully appealed by a unanimous vote.
48. **How should the vice-president be addressed when presiding, if the President is not on the platform?**
A. Mr./Madam Acting President ”
B. Mr./Madam President pro-tem ”
C. Mr./Madam President ”
D. Mr./Madam Presiding Vice-president ”
49. **Every member of the assembly has the right to speak on every debatable motion. This right cannot be interfered with except**
A. if the chairman wishes to stop debate.
B. when a member makes a motion to limit debate and it is adopted by a majority vote.
C. by a two-thirds vote.
D. when the maker of the motion decides to limit debate.
50. **The minutes should include all of the following except**
A. the type of meeting (i.e., regular, special, etc.).
B. the name of the person who seconded a motion.
C. the name and subject of any guest speaker
D. All of the above items should be included in the minutes.

*** * * End of Test * * ***