

Parliamentary Procedure – Preliminary Round D, E, F
Tuesday, August 24th

Proctor Instructions:

- 1) Please print this document single-sided. If you do not have a color printer, feel free to highlight the motion that is bolded and underlined to indicate which motion is the assigned motion for each of the five team members demonstrating.
- 2) Please separately fold each page in half with all typed words on the inside of the fold where members can not read with instructions to not open until their time starts to prepare.
- 3) Each team will have one-minute to look at their cards prior to starting their demonstration.
- 4) No team member should know what motion the other team members have prior to the demonstration
- 5) Figure A shows a traditional team demonstration set up. If all team members are in the same room, the members should be arranged in the same numbering position. **It is vital that the correct team member gets their assigned motion.** *Note: It does not matter which side the chair is if the member closest to the chair is #1 and farthest from the chair is #5.*
- 6) A secretary's table is optional and not required.
- 7) If members are demonstrating from different locations with multiple zoom connections/windows. They need to rename themselves in Zoom with the appropriate member number they are representing (ie Chair, Member 1, Member 2, Member 3, Member 4, Member 5)

Figure A: Traditional Team Demonstration Set Up



Chair’s Motion Card

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

- Refer.....Subsidiary
- Lay on the TableSubsidiary
- Parliamentary Inquiry.....Incidental
- Suspend the RulesIncidental
- Adjourn.....Privileged

Member #1

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

- Refer Subsidiary
- Lay on the Table Subsidiary
- Parliamentary Inquiry..... Incidental
- Suspend the Rules Incidental
- Adjourn Privileged**

Member #2

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

Refer.....Subsidiary

Lay on the TableSubsidiary

Parliamentary Inquiry.....Incidental

Suspend the RulesIncidental

Adjourn.....Privileged

Member #3

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

Refer.....Subsidiary

Lay on the Table.....Subsidiary

Parliamentary Inquiry..... Incidental

Suspend the Rules Incidental

Adjourn.....Privileged

Member #4

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

- Refer..... Subsidiary
- Lay on the Table Subsidiary
- Parliamentary Inquiry..... Incidental
- Suspend the Rules Incidental**
- Adjourn.....Privileged

Member #5

Main Motion: I move that the chapter subscribe to an upgraded Zoom account for chapter members to use for meetings and practice sessions.

ReferSubsidiary

- Lay on the Table Subsidiary
- Parliamentary Inquiry..... Incidental
- Suspend the Rules Incidental
- Adjourn.....Privileged