Activity 7-3

Parliamentary Procedure

**Directions:** Complete the following activity to learn more about parliamentary procedure and how to work as a team.

 Parliamentary procedure provides a set of rules that govern meetings and organized discussions. Clubs, organizations, legislative bodies, and other deliberative assemblies use parliamentary procedure.

 Parliamentary procedure can be traced back to around 750 B.C. in Greece. At that time, self-government came into being and people needed organized ways to discuss issues and vote on public questions. Over the years and in different parts of the world, the rules evolved. *Robert’s Rules of Order* came into use in the early 20th century andremains a standard.

 A *parliamentarian* is someone who knows parliamentary procedure very well. People can be certified as parliamentarians. To learn more about parliamentary procedures and the people who know the rules well, go to the website of the National Association of Parliamentarians® (NAP): http://parliamentarians.org

Use the information and links on the website about the organization and parliamentary basics to answer the following questions.

1. The National Association of Parliamentarians® (NAP) is a professional non-profit association of parliamentarians. What is the role of the NAP?

<<Place Answer Here>>

2. When using parliamentary procedure, group members use motions to raise questions and start discussions. List the four commonly used motions in parliamentary procedure.

<<Place Answer Here>>

3. Parliamentary procedure generally applies when deliberative assemblies meet. What are three of the characteristics of a deliberative assembly?

<<Place Answer Here>>

4. A discussion is a *debate* in parliamentary terms. How can a debate be closed?

<<Place Answer Here>>

5. The National Association of Parliamentarians® has districts and divisions across the country. Find NAP in your area and list the location closest to you.

<<Place Answer Here>>

Ask your instructor where to save your documents. This could be on the school’s network or a flash drive of your own. Name your Word document *FirstnameLastname*\_Activity7-3.docx (i.e., JohnSmith\_Activity7-3.docx).