



OBJECTIVE TEST AND TEAM ROLE PLAY EVENT: PARLIAMENTARY PROCEDURE

Overview

The Dorothy L. Travis Award for Parliamentary Procedure consists of two (2) parts, an objective test and a meeting presentation. A 60-minute objective test will be administered at the NLC. Questions for the parliamentary procedure principles section of the exam will be drawn from the National Association of Parliamentarian's official test bank. The team score is determined by the average scores of its members.

Eligibility

Each state may submit three (3) teams composed of four (4) or five (5) persons (a president, vice president, secretary, treasurer, and an additional member) from active local chapters for this event. No more than two (2) members may have participated at a prior NLC. Competitors must have paid FBLA national and state dues by March 1 of the current school year.

NLC Registration

Participants must be registered for the NLC and pay the national conference registration fee in order to participate in competitive events.

Finals

The top fifteen (15) scoring teams are sequestered before the final performance and receive instructions at that time.

National Parliamentarian Candidate

The highest scoring underclassman on the parliamentary procedures exam who submits an officer application and meets all appropriate criteria becomes the new national parliamentarian.

Event	Equip. Setup Time	Prep Time (sequestered)	Performance Time	Warning Time	Time Up	Penalty Over Time	Q&A
Parliamentary Procedure	NA	20 min.	9–11 min.	8 min.	11 min.	Yes	NA

Event Name	Objective Test Competencies
Parliamentary Procedure <i>Rating Sheet: page 124</i>	Competencies: Parliamentary procedure principles FBLA Bylaws Case: The role play scenario will be given to simulate a regular chapter meeting. The examination and performance criteria for this event will be based on <i>Robert's Rules of Order, Newly Revised, 11th issue.</i>

Performance Guidelines—Final Round

- All teams will be sequestered before their first performance to receive instructions and time assignments.
- Parliamentary procedure reference materials may be used during the preparation period but not during the performance itself. The following items may be taken into the prep and performance room: a copy of the problem for each team member, the treasurer's report, and a copy of the minutes from a preceding meeting.
- Performances must include presentation of procedures that are used in a complete regular meeting of the chapter from the time the meeting is called to order until it is adjourned. Items designated in the case must be included in the appropriate order of business, but other items also should be taken up during the meeting. The secretary will take notes during the performance, but notes will not be transcribed into minutes.
- The problem may or may not include class of motions, but all five (5) classes of motions—main, subsidiary, privileged, incidental, and motions that bring a question again before the assembly—must be demonstrated during the performance.
- No reference materials, visual aids, or electronic devices may be brought to or used during the performance.

Performance Time

- See chart.

Sequestered Final Event

- See page 53.

Penalty Points Deducted by Judges

- Five (5) points are deducted if competitors do not follow the dress code.
- Deduction of one (1) point for each full thirty (30) seconds under nine (9) or over 11 minutes.

Performance Competencies

- See page 53.