

Parliamentary Procedure Scoring Crib Sheet

Official Dress - A

If the entire group does not exhibit the line item(s); then do not check. (For example: one member is wearing brown shoes, there would not be a check for #5 Black dress shoes & socks - resulting in a one to two point deduction)

Opening Ceremonies - B

Refer to the Official FFA Manual for opening ceremonies parts.

Only accepted deviation from FFA Manual Opening Ceremonies: Student Advisor may deviate as follows - "elected by" may be substitute for "older than."

The closing and pledge will be scored as a combination and the closing ceremony does not need to be conducted by the President.

Treasurer's Report - C

#1, appropriate audible level

#2, proper beginning and current balances announced

#3, verbally presented the dollar amount of the receipts and expenses

#4, verbally presented the info pertaining to the receipts and expenses

Committee Report - D

#1, appropriate audible level

#2, no mistakes in presentation format, with following announced: committee name, members of committee, their charge, completed task or rationale.

#3, all pertinent information given to the presenter was verbally given.

#4, smoothly presented **is...** with no hesitation, having clarity, and good annunciation present throughout the delivery of the report **and includes a recommendation.**

Presiding Chair #1 - E and Presiding Chair #2 - F

#1, **Manifest poise** is defined as a presiding chairperson that assumes a confident posture when approaching the presiding station. Taking up the gavel, the chairperson has eye contact with the audience, revealing mastery of the situation before a word has been spoken. As the meeting progresses, this person shows a calm, deliberate, and efficient leadership style. Chairperson receives respectful attention throughout the meeting, makes sure all members can understand his or her words.

Questions - G

Correct answer given in accordance with state provided questions and suggested complete or partial points.

Unclassified/Privileged - H/I

(Refer to state provided contest guide for correct means to perform the ability)

Subsidiary - J/K

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(Refer to state provided contest guide for correct means to perform the ability)

Incidental - L/M

(Refer to state provided contest guide for correct means to perform the ability)

Discussion - N

#1, the discussion pertains to the motion on the floor.

#2, use of proper grammar is present throughout the given discussion.

#3, the discussion has an appropriate audible level and shows realistic expression

#4, an informative and/or persuasive debate is given on the motion, one that would possibly help non-decided members to cast their vote either in favor or in opposition.

#5, the discussion makes a logical or legitimate point from the presenter's given point of view and/or to the general concern of the group.

#6, the discussion does not repeat a previous point made by the presenter or that of other presenters without giving further clarification.