

NATIONAL ASSOCIATION OF PARLIAMENTARIANS®
COMMISSION ON CREDENTIALING

PART 8 GENERAL INSTRUCTIONS:

Introduction: Using Parliamentary References in Part 8

You are about to take the eighth part of Step One of the Registered Parliamentarian credentialing test. Before doing so, you should download the “What Will Be Tested” document for this part and review its “Performance Expectations.” **That document describes the essential difference between the objective and coverage of this Part 8 of RP Step One and the objective and coverage of the previous Parts 1-7. In Part 8, you are not only permitted, but required, to look at RONR and RONRIB.** You are also permitted to consult any other parliamentary materials you choose that may help you answer the questions *although you must not seek nor accept assistance from any other person.*

Because Internet connections can sometimes falter, it is possible to resume a quiz segment that is exited before it is submitted. *However, you are honor-bound not to use such an interlude to continue to look at parliamentary references so as to evade the time limit for each question.*

This Part 8 Quiz Has Three Segments

Each alternative version (blue, green, and red) of this assessment consists of three segments within one folder; these elements should be completed in alphabetical order.

Segment A consists of:

- Brief reminder instructions with no time limit.
- 9 multiple-choice questions; each question is worth 1 point and has a TIME LIMIT OF THREE MINUTES 15 SECONDS. **For each question, in addition to selecting the correct answer among the multiple-choice alternatives, note down either “RONR” or “RONRIB” and the page number or numbers in that book on which you found the answer to that question. If you found the answer in the tables at the back of RONR, on the pages tinted gray at the edges, cite as "tp" and the page number.**

Examples:

11. What is the meaning of majority vote?
You correctly select the answer choice: “More than half of the votes cast.” Then you note down:

11. RONR 400

12. What is the preferred terminology to make a motion to take a 5-minute break in the meeting? You correctly select the answer choice: “I move to recess for five minutes.”

Then you note down:

12. RONR tp38

13. Alisha Swanson just finished speaking in favor of the motion, and several members immediately seek recognition. What should the chair properly say?

You correctly select the answer choice: “Since the last speaker spoke in favor of the motion, who wishes to

13. RONRIB 33

13. RONRIB 33

- - A “short answer” question follows each multiple choice question; in the answer, based on what you noted down while answering the previous question, you are to enter either “RONR” or “RONRIB” and the page number or numbers in that book on which you found the answer to that question—as in the examples above. **You will have 30 seconds to do so.**

It is important to understand that each multiple choice question will be submitted - either by you or by the time running out - before the short answer question appears, and you *will not be able to see* the multiple choice question and your answer while you enter the citation in the short answer question. That is why it is important to note down the citation information before the multiple choice question is submitted, so that you will have it ready to be entered in the subsequent short answer question.

Segment B consists of:

- - Brief reminder instructions with no time limit.

- - 2 multiple-choice questions that are more complex than those in Segment A; each question is worth 3 points and has a TIME LIMIT OF FIVE MINUTES 15 SECONDS. Again, for each question, in addition to selecting the correct answer among the multiple-choice alternatives, note down the number of the question followed by either “RONR” or “RONRIB” and the page number or numbers in that book on which you found the answer to that question. (If you found the answer in the tables at the back of RONR, on the pages tinted gray at the edges, cite as "tp" and the page number.)

-- Again, a “short answer” question will follow each multiple choice question in which, based on what you noted down while answering the previous question, you are to enter either “RONR” or “RONRIB” and the page number or numbers in that book on which you found the answer to that question. These short answer questions will have a TIME LIMIT OF 30 SECONDS.

Segment C consists of a scenario with 6 multiple-choice questions based on it, each worth 2 points WITH A TOTAL TIME LIMIT OF 25 MINUTES encompassing all questions. Unlike the previous segments,

The way you provide the citations required to support your answers for each multiple-choice question in Segment C differs slightly from the way you record them in Segments A and B.

In Segment C, again each multiple-choice question is followed by another question in answer to which you must type in either “RONR” or “RONRIB” and the page number or numbers in that book on which you found the answer to that multiple-choice question. (As before, if you found the answer in the tables at the back of RONR, on the pages tinted gray at the edges, cite as "tp" and the page number.) For example, multiple-choice question 1 is followed by question 1a, in which you type the supporting citation.

However, because the 25-minute time limit in Segment C is for all of the questions based on the scenario narrative (instead of there being time limits for each individual question as in

Segments A and B) you will be able to see the multiple choice questions while you are entering the citations supporting your answer to them in the short answer questions. Therefore, you

need not note down the book abbreviation and page number while working on a multiple-choice question since you can enter it directly into the following short answer question.

Each segment may be attempted only once. You do not have to finish all the segments on the same day.

Since the multiple-choice questions in Segments A and B are individually timed, it is not possible to go back to review any of them (unlike the previous parts of Step One). In Segment C, you may review and possibly change your answers, but that must occur within the overall 25-minute time limit.

How Part 8 Will Be Scored

The purpose of the quiz for Step One, Part 8 is to test your ability to *find* and correctly apply a rule or rules in RONR or RONRIB, independently of any memory you may have of the relevant rules. This is a skill important not only so you are able during a meeting quickly to look up and apply a rule you do not know from memory, but also so you can readily support any advice you give the presiding officer with a citation from the parliamentary authority in the case of an appeal.

That is why it is not enough in Part 8 to answer a multiple-choice question correctly; you must also provide a page number or numbers that indeed support the answer. While Schoology's software will automatically determine the accuracy of the multiple-choice questions, a human evaluator will determine whether the page number(s) you provide accurately support your correct answer. As with previous Parts in Step One, you will be able to see after completing a quiz which multiple-choice questions you got right, and for those you got wrong, which is the correct answer choice. However, you will *not* immediately receive your score.

Instead, an evaluator will determine whether for any multiple-choice question you answered correctly the supporting page numbers are missing or do not support the answer. When that is the case, the evaluator will score that answer with a zero.

There will necessarily be a delay of days or even a week or so before you receive the final score for the Part 8 segments as a result of the evaluator's review.

Getting Your Score and Checking Your Answers

You will be notified when the evaluator has finished scoring all segments of a color version of a Step One, Part 8 quiz, and can then check the scores similarly to the way you did in previous Parts.

Unless you achieved a perfect 27/27 points, you are encouraged to review the questions you got wrong. Make a point of looking up the pertinent portions of RONR (or RONRIB) to figure out why you got a question wrong. Remember that you may again be tested on the same issue in Step Three's meeting simulation.

If you scored 20 or more, congratulations! Assuming you properly moved on to each successive Part in Step One only after successfully completing the previous one, you have now successfully completed Step One of the credentialing process to become a Registered Parliamentarian.

If you did not score 20 or more, as with the previous 7 parts, you may make another attempt with a different color version. "If at first you don't succeed, try, try again!"

[Return to the Index Page for the New Credentialing System](#)
[SITEMAP: Webpages for New Credentialing System](#)