

# NAP Registered Parliamentarian (RP) Practice Exam (Sample)

## Study Guide



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**SAMPLE**

## **Questions**

- 1. What does voting down a motion that expresses a specific opinion imply?**
  - A. It adopts the opposite opinion**
  - B. It means an opinion has not been expressed**
  - C. It shows support for all opinions**
  - D. It invalidates prior discussions on the topic**
- 2. What is the purpose of giving previous notice for a motion?**
  - A. To limit discussion**
  - B. To inform members ahead of time**
  - C. To expedite the voting process**
  - D. To create a record**
- 3. Which of the following statements about secondary motions is incorrect?**
  - A. Only one secondary motion can be pending at a time**
  - B. Secondary motions must be acted upon before the main question**
  - C. More than one secondary motion may be pending at a time**
  - D. Secondary motions are essential for order during the meeting**
- 4. An affirmative vote on which of the following subsidiary motions may not be reconsidered?**
  - A. Lay on the table**
  - B. Postpone indefinitely**
  - C. Previous question**
  - D. Main motion**
- 5. How can a main motion be improved before action is taken?**
  - A. By a motion to substitute an entire new text**
  - B. A member can suggest modifications before it's stated**
  - C. The maker can request unanimous consent to modify it**
  - D. All of the above**

- 6. Which type of vote is immune to the motion to reconsider?**
- A. A vote on an amendment**
  - B. A vote on a main motion**
  - C. A vote on another motion to reconsider**
  - D. A vote on parliamentary procedure**
- 7. When business is pending and a recess is called, what type of motion is it considered?**
- A. Non-privileged.**
  - B. Privileged.**
  - C. Incidental.**
  - D. Main.**
- 8. Which type of motion is not allowed once a main question has been considered?**
- A. Postpone indefinitely**
  - B. Amend**
  - C. Divide the question**
  - D. Refer the question to a committee**
- 9. How does a point of order serve the assembly?**
- A. By allowing unlimited debate on all motions**
  - B. By clarifying procedural adherence and upholding regulations**
  - C. By facilitating changes to the agenda**
  - D. By enabling the president to revise past rulings**
- 10. What is true about secondary motions when they are introduced to an assembly?**
- A. They are automatically passed**
  - B. They become the immediately pending question**
  - C. They can be discussed later**
  - D. They require a two-thirds vote**

## **Answers**

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- 1. B**
- 2. B**
- 3. A**
- 4. A**
- 5. D**
- 6. C**
- 7. B**
- 8. A**
- 9. B**
- 10. B**

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## **Explanations**

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**1. What does voting down a motion that expresses a specific opinion imply?**

- A. It adopts the opposite opinion**
- B. It means an opinion has not been expressed**
- C. It shows support for all opinions**
- D. It invalidates prior discussions on the topic**

Voting down a motion that expresses a specific opinion signifies that the assembly does not support the opinion presented in that motion. By rejecting the motion, it does not imply that an opposite opinion has been adopted; rather, it simply indicates that the assembly has chosen not to endorse the particular viewpoint put forth. This reinforces the idea that while a specific opinion may have been discussed, there isn't sufficient consensus to formally express it through the adoption of that motion. Choosing not to adopt a motion does not conclude discussions on the topic entirely, as other discussions or motions could still be introduced or revisited in the future. However, voting against the motion effectively communicates that the assembly prefers to remain neutral or that a specific stance will not be articulated at that moment. This supports the perspective that no formal opinion has been adopted by the assembly, leaving the area open for further deliberation.

**2. What is the purpose of giving previous notice for a motion?**

- A. To limit discussion**
- B. To inform members ahead of time**
- C. To expedite the voting process**
- D. To create a record**

The purpose of giving previous notice for a motion primarily revolves around informing members ahead of time. When members receive advance notice of a motion, they can prepare for discussions, gather relevant information, and formulate their opinions or positions on the matter. This advance notice facilitates more meaningful participation in the deliberative process, as members are not caught off guard and can contribute thoughtfully to the conversation. Additionally, providing notice aligns with the principles of transparency and democracy within assembly meetings, allowing all members to engage with the subject matter appropriately. The aim is to foster an environment where informed decision-making can occur, ultimately improving the quality of discussion and the outcomes of the assembly's actions.

**3. Which of the following statements about secondary motions is incorrect?**

- A. Only one secondary motion can be pending at a time**
- B. Secondary motions must be acted upon before the main question**
- C. More than one secondary motion may be pending at a time**
- D. Secondary motions are essential for order during the meeting**

The statement that is incorrect is that only one secondary motion can be pending at a time. In parliamentary procedure, it is indeed possible for more than one secondary motion to be pending simultaneously. For instance, a member can make a main motion, and then another member can propose a secondary motion (like an amendment) to modify the original motion. Additionally, it isn't uncommon for multiple secondary motions to arise from the same main motion, as they address different aspects or propose different changes. The concept of having multiple secondary motions is crucial as it allows for a thorough exploration of ideas and alternative options before coming to a conclusion on the main motion. Each of these motions must be handled in accordance with specific rules that govern their priority and the order in which they are considered. This flexibility is essential for fostering productive discussion and decision-making within meetings. Understanding this principle highlights the dynamic nature of parliamentary procedure, where multiple courses of action can be considered concurrently, allowing for more comprehensive debate and collaboration among members.

**4. An affirmative vote on which of the following subsidiary motions may not be reconsidered?**

- A. Lay on the table**
- B. Postpone indefinitely**
- C. Previous question**
- D. Main motion**

The motion "lay on the table" is designed to temporarily set aside a pending motion that is currently under discussion. Once this motion has been adopted, it cannot be reconsidered. This is because "lay on the table" is used to interrupt the flow of business and allows the assembly to focus on more pressing matters. Once the assembly decides to table a motion, it effectively removes the motion from consideration and does not allow for a further discussion or a reversal of that decision through reconsideration. In contrast, the other motions such as "postpone indefinitely," "previous question," and "main motion" can be reconsidered. For example, a "postpone indefinitely" motion essentially allows for later discussion of the original matter should circumstances change. The "previous question" motion is a tool for closing debate and calling for an immediate vote; it can also be reconsidered. Lastly, a "main motion," which is a proposal to take a specific action, may also be reconsidered to allow for further debate or to change the outcome of the vote. Therefore, the distinct nature of the motion to "lay on the table" separates it from the other options in that it cannot be brought back for reconsideration once passed.

**5. How can a main motion be improved before action is taken?**

- A. By a motion to substitute an entire new text**
- B. A member can suggest modifications before it's stated**
- C. The maker can request unanimous consent to modify it**
- D. All of the above**

A main motion can indeed be improved before action is taken in several ways, and each of the given methods contributes to refining the motion. Substituting an entire new text allows for substantial revisions to the original motion, which can be particularly beneficial if a member believes the original proposal needs significant changes to meet the group's needs or objectives. This method provides an opportunity for a fresh, revised perspective, enhancing the clarity and effectiveness of the motion. Members can also suggest modifications before the motion is formally stated. This practice encourages collaborative discussion and helps to ensure that the motion reflects the intent of the membership before it is put to vote, thus fostering a more inclusive decision-making process. Additionally, the maker of the motion can request unanimous consent to modify it. This approach allows for prompt adjustments to the motion without the need for a formal vote, streamlining the process and facilitating more efficient meetings. If all members present agree to the change, the modification can take place immediately, further enhancing the motion's relevance and precision. Given these various ways to improve a main motion, it is accurate to say that all of these methods work together to enhance the overall decision-making process in a parliamentary setting.

**6. Which type of vote is immune to the motion to reconsider?**

- A. A vote on an amendment**
- B. A vote on a main motion**
- C. A vote on another motion to reconsider**
- D. A vote on parliamentary procedure**

The motion to reconsider is specifically designed to allow members of a deliberative assembly to reopen the question of a previously decided motion. However, there are certain types of votes that are not available for reconsideration, and one of those is a vote on another motion to reconsider. When a motion to reconsider has been adopted, it takes precedence over the original motion and brings that matter back for discussion. Allowing reconsideration of a motion to reconsider would create a circular situation where the assembly could endlessly revisit decisions, undermining the efficiency and decisiveness of meetings. Thus, to maintain order and clarity within the parliamentary process, a vote on a motion to reconsider itself is immune to further reconsideration. This ensures that once the assembly has made a decision on whether to reconsider a matter, it cannot be questioned again through the motion to reconsider, which helps to protect the integrity of the decision-making process in a parliamentary setting.

**7. When business is pending and a recess is called, what type of motion is it considered?**

**A. Non-privileged.**

**B. Privileged.**

**C. Incidental.**

**D. Main.**

When a recess is called while business is pending, it is considered a privileged motion. Privileged motions are those that do not relate directly to the main business at hand but are of such significance that they take precedence over other motions. A recess motion allows members to take a break without interrupting the continuation of the meeting significantly, ensuring that the assembly can regroup and discuss matters more effectively once they return. The key aspect of privileged motions is that they are designed to ensure the smooth operation of the assembly. They can be proposed even when other business is pending, signaling their importance. In this case, calling for a recess allows the assembly to pause and gather without disrupting the flow of the meeting, which is crucial for maintaining order and efficiency. Understanding the nature of privileged motions, including recess, is essential for effective parliamentary procedure, as it helps ensure that meetings can pause and refresh when necessary without losing sight of the business to be conducted.

**8. Which type of motion is not allowed once a main question has been considered?**

**A. Postpone indefinitely**

**B. Amend**

**C. Divide the question**

**D. Refer the question to a committee**

Once a main question has been considered, the motion to postpone indefinitely is not allowed because this motion essentially seeks to end discussion on the topic without a direct vote on its merits. This type of motion is meant to shut down debate on the main question rather than to further analyze or modify it. In contrast, motions to amend, divide the question, or refer the matter to a committee are all actions intended to facilitate further discussion or to refine the main question. Amending allows for changes to be proposed, dividing the question enables parts of the main question to be voted on separately, and referral to a committee allows for additional examination and recommendation. Each of these actions contributes to a thorough and democratic process in dealing with the main question. Therefore, the prohibition of the motion to postpone indefinitely ensures that the assembly has the opportunity to address and resolve the main question rather than dismissing it outright.

**9. How does a point of order serve the assembly?**

- A. By allowing unlimited debate on all motions
- B. By clarifying procedural adherence and upholding regulations**
- C. By facilitating changes to the agenda
- D. By enabling the president to revise past rulings

A point of order serves the assembly by clarifying procedural adherence and upholding regulations within the meeting. When a member raises a point of order, they are essentially calling attention to a potential breach of the rules or procedures that govern the assembly. This is crucial because it ensures that the meeting operates smoothly and fairly, adhering to established guidelines and parliamentary procedure. When a point of order is acknowledged, it helps maintain the integrity of the meeting by allowing for the correction of any procedural missteps. This promotes transparency and ensures that all members can participate in a manner consistent with the assembly's rules, ultimately contributing to orderly and efficient decision-making. By calling for adherence to these rules, the point of order reinforces the structure within which the assembly functions, thereby making it indispensable in parliamentary procedure.

**10. What is true about secondary motions when they are introduced to an assembly?**

- A. They are automatically passed
- B. They become the immediately pending question**
- C. They can be discussed later
- D. They require a two-thirds vote

When secondary motions are introduced to an assembly, they become the immediately pending question. This means that once a secondary motion is made, it takes precedence over the main motion that is currently being discussed and must be addressed before the assembly can return to the main motion. This process ensures that important issues, which might need to be dealt with right away or which impact the main motion, are prioritized. Secondary motions serve specific purposes, such as to amend or to refer to a committee, and they facilitate orderly discussion among members. The other options do not accurately reflect the nature of secondary motions. For instance, secondary motions are not automatically passed; they require a majority vote to be adopted. The option that suggests they can be discussed later contradicts the immediate focus necessary when a secondary motion is introduced. Additionally, the requirement of a two-thirds vote typically applies to certain specific motions, such as those that limit debate or require a suspension of rules, rather than to secondary motions in general. Thus, the assertion that secondary motions become the immediately pending question accurately captures their role in parliamentary procedure.