



# RUSS'S QUICK & DIRTY SURVIVAL GUIDE TO PARLIAMENTARY PROCEDURES

1. Motion: "I move that ....."
2. Amendment: "I move to amend the motion as follows..."
3. To get back to the agenda: "I call for the orders of the day!"
4. To enforce rules, (something's wrong):  
Louis: "Point of order!"  
Chair: "Yes, Louis?"  
Louis: "You can not vote until the motion has been seconded."
5. Clarify or restate: "Point of clarification!"
6. To stop discussion and vote. "I move the previous question!" or just "Question!"
7. Motion's sequence of events:
  - a. Make motion/amendment
  - b. Second motion
  - c. Discussion
  - d. Question (call for vote)
  - e. Restate motion/amendment
  - f. Vote
  - g. Announce result

