

Chairmanship Tips

The chair is responsible for ensuring that the business is moved along throughout the meeting properly and that discussion from the assembly happens.

Gavelling:

- One tap:
 - Pass motion
 - Adjourn meeting
- Two taps:
 - Open meeting

Salient points:

- Salient points are important. They show how to properly move and present each motion.
- Salient points **do not need** to be stated during the contest, however, they may help some stay on the same page and know how to properly present each motion. They will take up more time and therefore may take time away from other motions and debates.
- Possible salient point wording is below if wanting to practice them.
 - “This motion (**requires/does not require**) a second, (**is/is not**) debatable, and requires a (**majority/two-thirds/decision of the chair**) vote.”
- ** - This goes where the ** are in Chair Dialogue on (p. 8)