



## Exam – TA

Revised 09/2018

**PURPOSE:** The Exam test the knowledge of the student on various topics and situations in public service education programs from Teaching Assistant 1, FPSA, and Parliamentary Procedures.

**DESCRIPTION OF EVENT:** Students will be given 1 hour to complete a 50-question test. The time will be recorded and used in case of a tie.

**Dress Code:** Appropriate dress to include; business attire, chapter uniform or other attire appropriate for the competition, or as directed by your chapter advisor.

**Limit:** None

### RULES AND PROCEDURES:

1. The development of a list of test questions shall be the responsibility of the State Director. The questions are based upon testing instruments received from state FPSA advisors and/or developed by community college, technical schools, college, university personnel, and the State Director. The questions will include items from, FPSA bylaws, parliamentary procedures, state statutes, and course material.
2. No cell phones or other electronic devices, including an Apple Watch, are allowed in the possession of the student while they are competing. Students found to be in violation will be immediately disqualified.

### RULES AND PROCEDURES:

3. The development of a list of test questions shall be the responsibility of the State Director. The questions are based upon testing instruments received from state FPSA advisors and/or developed by community college, technical schools, college, university personnel, and the State Director. The questions will include items from, FPSA bylaws, parliamentary procedures, state statutes, and course material.

### Recommended Personnel:

One Chairman  
One Moderator  
One Timekeepers  
One Judges  
Courtesy Corps Members



## Facilities and Equipment:

1. One large room of adequate size to accommodate students.
2. Tables with chairs each for competing student.
3. Tables/chairs for judges and timekeeper
4. Moderator's table with microphone
5. Clock with seconds displayed
6. Test and score sheets
7. Judge's rating sheet for each round
8. Pads and pencils for judges
9. Pencils for participants



## Exam – TA Judge’s Winner Sheet

1st Place School

Student

2<sup>nd</sup> Place School

Student

3<sup>rd</sup> Place School

Student

4<sup>th</sup> Place School

Student

5<sup>th</sup> Place School

Student