

Florida HOSA Region VII Officer Candidate's Study Guide

OFFICER CANDIDATES: WHAT YOU NEED TO KNOW!

If running for a Florida HOSA Region VII Office, you must qualify by passing a written test with an 80% or higher grade. Some of the items you must know include:

1. HOSA motto
2. Florida HOSA State Officers for this school year
3. The office of Florida HOSA is located in which city?
4. Who is the Florida HOSA State Advisor?
5. What is the meaning of the following items found on the HOSA emblem?
 - a. Circle
 - b. Triangle
 - c. Hands
 - d. Person
6. What are the 3 HOSA colors?
7. Be very familiar with the HOSA Creed.
8. Be very familiar with the official Order of Business for a business meeting (ParliPro)
9. Who presides over a meeting?
10. What is the term that means "official representative of an organization?"
11. In a secret vote, how are votes taken?
12. The secretary's job is to keep a record of a meeting, known as _____.
13. A treasurer's report is filed for _____.
14. A majority of the members is called a/an _____.
15. Business is brought before the group in the form of a/an _____.
16. To close or terminate a meeting is to _____.
17. An action presented before the assembly to ask for a vote is _____.
18. One who collects and counts votes is the _____.
19. A motion to put business aside until a later time is _____.
20. The right to speak and be recognized by the chair is called having the _____.
21. To announce support of a motion made by another member is to _____.

22. Know the basic jobs of each officer:
 - a. President
 - b. Vice-president
 - c. Secretary
 - d. Treasurer
 - e. Historian
 - f. Parliamentarian
23. Answer the following Yes or No. If No, why?
 - a. Can a president leave the chair if he/she wants to take part in the debate?
 - b. Can a speaker be interrupted to raise a point of order?
 - c. Does a main motion require a second?
 - d. Can the secretary and the treasurer make motions, debates, and vote?
 - e. Does the chairperson have the right to close a debate?
24. When was HOSA founded?
25. Which book serves as the "Bible" of Parliamentary Procedure?
26. What is the difference between secondary and postsecondary/collegiate schools?
27. What is this year's HOSA theme?
28. What is done at the Fall Leadership Development Academy?
29. What is done at the Spring Leadership Conference?
30. What is found in each section of the HOSA handbook?
31. Who is this year's:
 - a. National HOSA president?
 - b. National HOSA president-elect?
32. Be able to describe the official HOSA uniform for someone of your gender.