

The book was found

Robert's Rules Of Order (Quick Study: Business)



Synopsis

Everything you need to know about parliamentary procedure in terms of organizing and running different types of meetings can be found in this comprehensive 3-panel guide. All of the guidelines featured in the original Robert's Rules of Order publication are from key definitions to step-by-step meeting procedures are described in up-to-date detail through BarCharts' handy color-coded format.

Book Information

Series: Quick Study: Business

Cards: 6 pages

Publisher: QuickStudy; Lam Crds edition (May 31, 2011)

Language: English

ISBN-10: 1423216679

ISBN-13: 978-1423216674

Product Dimensions: 8.5 x 11 x 0.1 inches

Shipping Weight: 3.2 ounces (View shipping rates and policies)

Average Customer Review: 4.6 out of 5 stars See all reviews (89 customer reviews)

Best Sellers Rank: #11,170 in Books (See Top 100 in Books) #34 in Books > Business & Money > Skills > Running Meetings & Presentations #88 in Books > Business & Money > Skills > Communications

Customer Reviews

When my county organized a new county affiliate of a political party, we used another county's bylaws as a template for our own and the other county's bylaws mentioned using Robert's Rules of Order in the meetings. Even though at this point our meetings are very very small, so any sort of formal Parliamentary Procedure is pretty unnecessary, we liked the idea so when they grow and the need to keep things orderly rises we'll have the procedure in place already. But we realized that none of us had actively used most of the Robert's Rules stuff in years (if ever). We were going to need a refresher. I bought this little laminated cheat pamphlet and so did almost all of the other officers after I showed it to them. It's proven so far to be perfect for our purposes. I'm sure it's not nearly in-depth enough if you're really into Parliamentary Procedure or if you've got a group that's real sticklers for the formality. I wouldn't try to conduct a session of US Congress or the UN or something with just this little pamphlet to guide me. It's not a substitute for the real full Rules of Order classic. But it works beautifully for us. I was elected Secretary and wanted to keep the

minutes of the meetings in a more standard formal way than just the note taking that was natural to me. This guide pointed out what should be included in the minutes, when they should be presented, etc. I feel a lot more confident when I post the minutes online that they look more professional now. They look sophisticated and stately enough that I'd be proud to have anyone read them. We love it for things like how to format the meetings in the standard Robert's Rules of Order style and how to conduct the process of introducing and voting on issues.

[Download to continue reading...](#)

Robert's Rules: QuickStart Guide - The Simplified Beginner's Guide to Robert's Rules of Order
Robert's Rules: QuickStart Guide - The Simplified Beginner's Guide to Robert's Rules of Order
(Running Meetings, Corporate Governance) Robert's Rules of Order Newly Revised In Brief, 2nd
edition (Roberts Rules of Order in Brief) Robert'S Rules Of Order (Quick Study: Business) Robert's
Rules Of Order (Speedy Study Guides) Robert's Rules Of Order Robert's Rules Of Order 10th Ed
Leatherbound Leatherbound The Scott, Foresman Robert's Rules of Order newly revised Webster's
New World Robert's Rules of Order Simplified and Applied Robert's Rules of Order Newly Revised
Webster's New World Robert's Rules of Order Simplified and Applied, Third Edition Robert's Rules
of Order SparkCharts Business Plan: Business Tips How to Start Your Own Business, Make
Business Plan and Manage Money (business tools, business concepts, financial freedom, ... making
money, business planning Book 1) Order,Order,Order - Kids Coding book (Coding Palz - Computer
programming for kids) Christmas Mail Order Angels #1: A collection of 6 historical romantic novellas
of mail order brides (Mail Order Angels Collection) Robert Young Pelton's The World's Most
Dangerous Places: 5th Edition (Robert Young Pelton the World's Most Dangerous Places) Business
Statistics (Quick Study Business) Photography Business Box Set: Master the Art of Wedding
Photography and Start Your Own Business (business photography, business photography, starting
photography business) BUSINESS PLAN: Business Plan Writing Guide, Learn The Secrets Of
Writing A Profitable, Sustainable And Successful Business Plan ! -business plan template, business
plan guide - Math Fundamentals 1 Quick Reference Guide pamphlet (Quick Study Academic)

[Dmca](#)