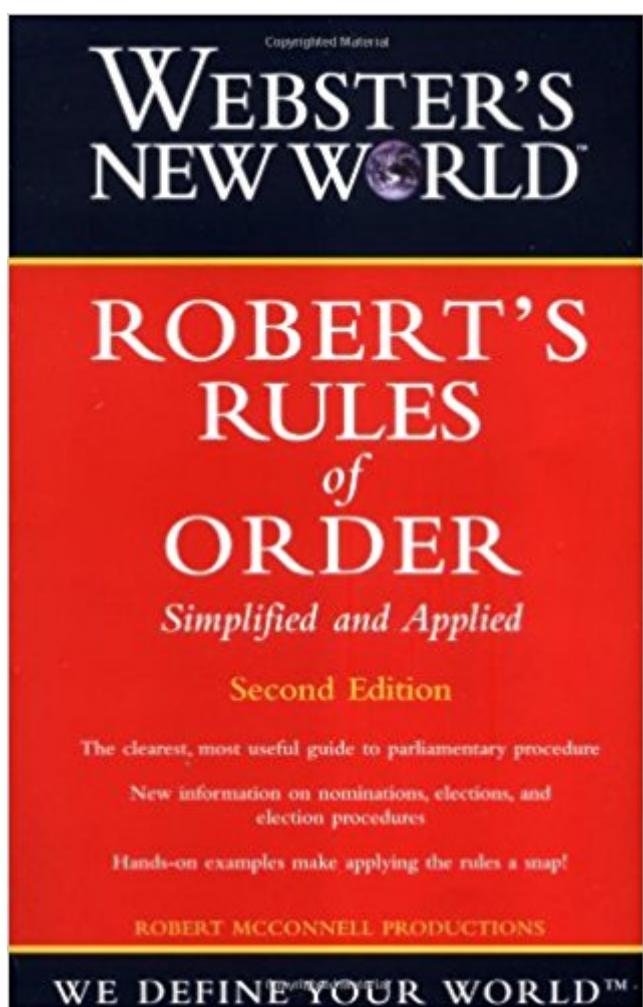


The book was found

Webster's New World Robert's Rules Of Order Simplified And Applied



Synopsis

This is the clearest, most useful guide to parliamentary procedure, now with new information on effective and reliable procedures for nominations, elections, ballots, balloting, and ballot counting.

Book Information

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Customer Reviews

Comprehensive…Authoritative…and User-friendly! Parliamentary procedure in plain English Now updated and expanded, this essential resource explains the rules of parliamentary procedure in clear, simple language and shows you how to apply them in a practical, effective way. Organized and cross-referenced so you can find what you need quickly and easily, it includes:Clear discussions of the concepts behind each rule that give you a firm foundationDown-to-earth examples that show you how to apply the rules to your own situationReal-world "scripts" that remove guesswork about what you should sayDetailed examples of agendas and minutes to help you organize and record your meetingsStep-by-step strategies for taking — or blocking — actionTimesaving tips to make your meetings more efficientThis revised edition includes new information on proper procedures for conducting meetings online, voting by mail and by e-mail, and adopting election procedures to help your organization prevent ballot fiascos.

The company published Robert's Rules of Order: Simplified and Applied in 1998, a book designed to take the complexity and the mystery out of Robert's Rules and to explain it to users in plain, easily understandable terms. The company also makes special interest videos in its

own production studio. To date, the company has made five videos about parliamentary procedure. *Parliamentary Procedure Made Simple: The Basics* is an 80-minute video produced in 1993. It has sold more than 12,000 copies worldwide so far. The next video, produced in 1996, is *All About Motions*, a 140-minute video covering all the motions in Robert's Rules of Order. The third and fourth videos are a 32-minute *How to Conduct a Meeting* and its Spanish companion version, the 46-minute *Como Conducir Reuniones*, the world's first video about parliamentary procedure made in Spanish. The fifth video is *Nominations & Elections*, a video designed to keep organizations out of trouble by showing them how to do the electoral process correctly. The company also makes and markets videos about France, Russia, and Cuba, and produces custom-made videos for corporate clients. Robert McConnell Productions has been in business since 1993.

I used this book extensively this year. It is extremely easy to use and follow. When my other copy and edition failed me, this edition was always useful. The index in the back makes it very easy to find exactly what point of order you are looking for. Also, the book gives real life, present day examples. I highly recommend this version of an old standby.

I accepted a position as Board Administrator for a charity organization overseas. Prior to that, I had heard about Robert's Rules of Order, but had never used the book as a reference. In my time as a Board Administrator, I referred to this book often for a proposed amendment to our Constitution and By-Laws, procedures for notifying members of the Annual General Meeting, and to clarify the motion-making procedure for Board members. Robert McConnell Productions uses sample scripts to give readers can get a sense for how to conduct a board meeting (Chapter 2, "A Business Meeting in Action"), how to debate a motion (Chapter 4, "Rules of Debate"), and how to vote (Chapter 5, "Ways the Vote Can be Taken"). I passed my copy to the next Board Administrator and just ordered a new copy for myself. Board members have a significant advantage in Board negotiations if they are intimately familiar with RRO.

This version is very easy to understand and use! Highly recommend it for anyone trying to get beyond the legal terminology that doesn't have to be there in the first place.

This is certainly a good book, even excellent at times, but by no means great. The first half does flow logically through the different kinds of motions and such, but uses the language of Robert's

Rules to define Robert's Rules, which can be very frustrating. Sort of like a dictionary using the same word to define itself. (This is published by Webster's so I guess that should be expected.) Very dry and not particularly pleasant reading but, well, functional. The middle of the book is still dry but more narrative, discussing strategy, meetings, bylaws, officers, etc. There are some Q & A and addendum material. The result is that information is scattered about the book in a repetitive and confusing manner which makes it difficult to refer back to if you're looking for specific information. The second half of the book is where most of the value lies. I haven't found many books that discuss "strategy" of Robert's Rules and that's where the book is often excellent. It discusses things that aren't obvious by just reading the rules, like how motions can be used strategically or manipulatively. Still not great reading, but this is what really matters when learning parliamentary process, otherwise you're at a disadvantage to those who know this information. So, kudos to this book for giving it some attention. Anyway, it's not very concise, you'd think there's be some good summary charts but there isn't really. Practically speaking, it's not good as a reference. Still, if you work your way through it you will piece together a good idea of how Robert's Rules work in an organization, but of course you'd probably want a copy of another concise reference in the future rather than referring back to this book. If you are starting your own organization, then you can define which rules of order you use. If "Robert's Rules" aren't specified, only "parliamentary process" is, then you should consider another standard. I highly recommend that you consider "The Standard Code of Parliamentary Procedure" by Alice Sturgis. This is parliamentary procedure - similar to Robert's Rules but simplified - that is appropriate for 95% of organizations. You'd be impressed what organizations use it. If you understood "The Standard Code of Parliamentary Procedure", then you'd pretty much understand Robert's Rules anyway (they're very similar) but without as much stress. That book is very well written and available on [amazon](#), check it out.

If you are a volunteer in any org this is for you. Everyone should know the rules! I bought a copy for all my board members, no guests asked anymore.

Using these Rules has been a tremendous aid to our non-profit board meetings. It guides us through some tough choices, while keeping a degree of objectivity. Even when the applications seem a little arcane in this high-tech world, basic principles of civility and business practices are codified for our good. Thank you for this guide.

Just what we needed

This is a good resource for people interested in parliamentary procedure. The value lies beyond the common information about procedure that can be found in any book on this topic. The value is the explanation of how and why the process was developed in the first place.

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