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| Class Notes / PowerPoint Presentation / Textbook NotesMr. Kay’sAmerican Government ClassName:Class:Period:Date: Chapter 12 Section 1:  |
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| *Questions/Main Ideas:* | Chapter 12 Section 1 |
| *Objectives* | 1. Describe how and when Congress convenes.
2. Compare the roles of the presiding officers in the Senate and the House.
3. Identify the duties of the party officers in each house.
4. Describe how committee chairmen are chosen and explain their role in the legislative process.
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| Key Terms |  |
| **Speaker of the House:** |  |
| **President of the Senate:** |  |
| **President *pro tempore*:** |  |
| **party caucus:** |  |
| **floor leaders:** |  |
| **majority leader:** |  |
| ***minority leader:*** |  |
| **whip:** |  |
| **committee chairperson:** |  |
| **seniority rule:** |  |
| Introduction | * How do constitutional and party officers keep Congress organized?

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| Review | * + Can and should the lawmaking process be improved yes or no and explain why?
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| Summary, Reflection, Analysis  |  |
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