

## Motions

Every year RPS Members have the chance to submit motions for formal consideration at the Annual General Meeting (AGM). Read our top tips and advice for writing a good motion.

### 10 Top Tips to Get You Started

Deadline: Wednesday 4 May 2022

1. Keep it short and to the point. You can use bullet points.
2. Use two parts. Let the first part briefly describe the problem you seek to address - and why change is needed. Let the second part give the solution.
3. Do your homework. Make sure you're familiar with the subject matter and that what you're saying is factually correct.
4. Keep facts and figures to a minimum. But if you're referring to a publication don't assume everyone has read it - provide a concise outline.
5. Be clear about a proposed solution. Accentuate the positives and describe the benefits.
6. Be concise. It is better to stick to one or two points rather than a long list of small changes. The detail can be worked through later.
7. Make sure you're getting the point you intended across. Get feedback from colleagues/friends before submitting and presenting.
8. Do not make any personal attacks.
9. Be realistic.
10. Don't be afraid to get involved. This is your chance to have your say on what matters to you.