

**MOTION TITLE**

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To save time and confusion, there is a format that can be followed in order to create a motion and is divided in three sections, which go as:

1. **Students’ Union Executive notes:** (Factual)

*(For example: CCSU is a charity that works in the favour of CCCU students)*

1. **Students’ Union Executive believes:** (Opinion)

*(For example: To provide societies/ sports opportunities so that students can make the most of their University life)*

1. **Students’ Union Executive Resolves :** (Suggestion)

*(For example: To mandate the President to ensure that sporting/ non-sporting activities are provided to students)*

The above shows a style that can be adapted when writing a motion, however it is not compulsory in order to write in this way.