



**QP Name: Radio Jockey (Divyangjan) - LD**

**QP Code: PWD/MES/Q1910**

**QP Version: 1.0**

**NSQF Level: 5**

**Model Curriculum Version: 1.0**

**Expository: Locomotor Disability (E001)**

**Skill Council for Person with Disability || Address: 501-City Centre, Plot No 5,  
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## Training Parameters

<b>Sector</b>	<b>Media and Entertainment</b>
<b>Sub-Sector</b>	<b>Radio</b>
<b>Occupation</b>	Journalism
<b>Country</b>	India
<b>NSQF Level</b>	5
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/2641.9900
<b>Minimum Educational Qualification and Experience</b>	<p>2nd year UG pass OR Pursuing 2nd year UG and continuous education OR Completed 2 year diploma after 12th OR 12th Class + 2 yrs of relevant experience OR 3 year Diploma after 10th with 1 yr of relevant experience OR NSQF Level 4 with 3 years of experience as Assistant Designer</p> <p>*12th grade pass with no experience OJT/internship of 8 months *Diploma after 10th with no experience OJT/internship of 4 months *Previous relevant Qualification of NSQF level 4 with no experience OJT/internship of 12 months</p>
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	22 Years
<b>Last Reviewed On</b>	09/03/2022
<b>Next Review Date</b>	30/03/2026
<b>NSQC Approval Date</b>	<b>31/8/2023</b>
<b>QP Version</b>	1.0
<b>Model Curriculum Creation Date</b>	17/03/2022
<b>Model Curriculum Valid Up to Date</b>	30/03/2026
<b>Model Curriculum Version</b>	1.0



<b>Minimum Duration of the Course</b>	810 Hours
<b>Maximum Duration of the Course</b>	900 Hours

## Program Overview

This section summarizes the end objectives of the program along with its duration.

### Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Analyse the job of Radio Jockey
- Conduct research for content and relevant links
- Conduct interview and broadcast
- Update the radio station's website with content on upcoming shows
- Comply with Applicable Law and Regulation
- Maintain workplace health and Safety

### Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
<b>MES/N1925: Analyse the job of RJ</b> v1.0	40:00	80:00			120:00
<b>MES/N1926: Research for content and relevant links</b> v1.0	60:00	90:00			150:00
<b>MES/N1927: Conduct interview and broadcast</b> v1.0	30:00	120:00			150:00
<b>MES/N1928: Update the radio station's website with content on upcoming shows</b> v1.0	30:00	120:00			150:00
<b>MES/N2817: Comply with Applicable Law and Regulation</b> v1.0	90:00	30:00			120:00
<b>MES/N0104: Maintain Workplace Health &amp; Safety</b> v1.0	20:00	40:00			60:00
<b>Employability Skills</b>	60:00	00:00	–	–	60:00
Introduction to Employability Skills	01:50	00:00	–	–	01:50
Constitutional values – Citizenship	01:50	00:00	–	–	01:50
Becoming a Professional in the 21st Century	02:50	00:00	–	–	02:50
Basic English Skills	10:00	00:00	–	–	10:00
Career Development & Goal Setting	02:00	00:00	–	–	02:00

Communication Skills	05:00	00:00	-	-	05:00
Diversity & Inclusion	02:50	00:00	-	-	02:00
Financial and Legal Literacy	05:00	00:00	-	-	05:00
Essential Digital Skills	10:00	00:00	-	-	10:00
Entrepreneurship	07:00	00:00	-	-	07:00
Customer Service	05:00	00:00	-	-	05:00
Getting Ready for Apprenticeship & Jobs	08:00	00:00	-	-	08:00
<b>Total Duration</b>	<b>330:00 hrs</b>	<b>480:00 hrs</b>	-	90:00 hrs	<b>810:00 hrs + 90:00 hrs OJT</b>

# Module Details

## Module 1: Analyse the job of Radio Jockey

MES/N1925 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Describe and demonstrate the role of Radio Jockey
- Discuss ways to connect with and entertain listeners

<b>Duration: 40:00</b>	<b>Duration: 80:00</b>
<b>Theory – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>	<b>Practical – Key Learning Outcomes After the successful completion of this module, the Participant will be able to :</b>
<ul style="list-style-type: none"> <li>• Describe the role of Radio Jockey</li> <li>• Analyse the equipment to be used to broadcast</li> <li>• Discuss various ways to connect with audience</li> <li>• Identify topics to entertain listeners</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the role of Radio Jockey</li> <li>• Prepare daily programme schedule and book broadcast slots</li> <li>• Demonstrate ways to connect with audience</li> <li>• Show how to manage playlist</li> <li>• Demonstrate ways to keep the listeners enlightened on related updates like traffic reports, weather reports, souvenirs etc.</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
Related software, PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	

## Module 2: Research for content and relevant links

MES/N1926 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Conduct research on relevant topics.
- Prepare script for radio shows and verify the content to be broadcasted

<b>Duration: 60:00</b>	<b>Duration: 90:00</b>
<b>Theory – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>	<b>Practical – Key Learning Outcomes After the successful completion of this module, the Participant will be able to :</b>
<ul style="list-style-type: none"> <li>• Discuss the ways to verify the content to be broadcasted.</li> <li>• Elaborate the ways to arrange song in line with the script demand</li> <li>• Discuss ways to compare the topic/ content with similar incidents/ topics which needs to be communicated</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct research on topics and relevant link of the incident /topics</li> <li>• Prepare script for the radio shows and verify the track</li> <li>• Demonstrate ways of using sound equipment</li> <li>• Show ways of coordinating with producer to present shows</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
Related software, PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	



## Module 3: Conduct interview and broadcast

MES/N1927 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Identify the objectives and relevance of the interview and prepare questions based on the type of interview
- Conduct interviews of celebrities and other guests and successfully manage the flow of the interview.
- Identify sensitive issues and demonstrate ways to telecast them in appropriate manner.

<b>Duration: 30:00</b>	<b>Duration: 120:00</b>
<p><b>Theory – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b></p> <ul style="list-style-type: none"> <li>• Elaborate various ways to map out promotional contests.</li> <li>• Discuss the ways to identify the objectives and relevance of the interview.</li> <li>• Discuss ways to identify various verbal and non-verbal cues of the interviewee</li> <li>• Identify various challenges that may come up while conducting interviews.</li> <li>• Describe various ways to edit an interview needs to be broadcasted on the air.</li> <li>• Discuss ways to identify sensitive issues.</li> </ul>	<p><b>Practical – Key Learning Outcomes After the successful completion of this module, the Participant will be able to :</b></p> <ul style="list-style-type: none"> <li>• Create an interesting content for listeners</li> <li>• Show how to interview celebrities and other guests</li> <li>• Demonstrate ways to supervise set-up activities to ensure the smooth running of the interview across different mediums and formats.</li> <li>• Prepare pertinent questions based on the type of interview being conducted and editorial goals across.</li> <li>• Show how to successfully manage the flow of the interview</li> <li>• Show how to host outdoor shows or events</li> <li>• Demonstrate ways to coordinate with producer for advertisement and business strategy</li> <li>• Show how to give voice over for the advertisements and promos</li> <li>• Demonstrate ways to telecast commentary, storytelling and news of importance</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
Related software, PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	

## Module 4: Update the radio station's website with content on upcoming shows

MES/N1928 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Identify and demonstrate ways to promote radio station.
- Update the website of radio station

<b>Duration: 30:00</b>	<b>Duration: 120:00</b>
<b>Theory – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>	<b>Practical – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>
<ul style="list-style-type: none"> <li>• List various social media platforms to promote radio station.</li> <li>• Identify various ways to popularize shows to attract listeners</li> <li>• Discuss various ways to arrange applicable content, calendar, show list, contest etc. for updating website</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate ways to promote radio station through social media.</li> <li>• Demonstrate ways to coordinate with producer to manage advertisement</li> <li>• Show how to regularly update the slot/schedule and manage the time slots for upcoming shows</li> <li>• Show how to update website of radio station</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
Related software, PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	

## Module 5: Comply with Applicable Law and Regulation

MES/N2817 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Describe various legal frameworks being applicable at workplace
- Explain the risks of non-compliance for oneself and the organization

<b>Duration:</b> 90:00	<b>Duration:</b> 30:00
<b>Theory – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>	<b>Practical – Key Learning Outcomes After the successful completion of this module, the Participant will be able to:</b>
<ul style="list-style-type: none"> <li>• Discuss the applicable legal and regulatory framework that apply to one’s work using the respective source documents and training material</li> <li>• Identify instances where either one’s own or someone else’s work may not comply fully with the framework</li> <li>• List the risks of non-compliance for oneself and the organization.</li> <li>• Explain the legal and regulatory requirements specific to the organization are being adhered to.</li> </ul>	<ul style="list-style-type: none"> <li>• Show how to escalate instances of non-compliance to the concerned authority.</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
Document on applicable law and regulation , PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	

## Module 6: Maintain Workplace Health and Safety

MES/N0104 v1.0

**Terminal Outcomes:** After the successful completion of this module, the Participant will be able to:

- Discuss the health, safety and security risks prevalent in the workplace and report health and safety issues to the person responsible for health and safety and the resources available.
- Comply with procedures in the event of an emergency
- Discuss the various safety precautions to be taken.

<b>Duration:</b> 20:00	<b>Duration:</b> 40:00
<b>Theory – Key Learning Outcomes</b> After the successful completion of this module, the Participant will be able to:	<b>Practical – Key Learning Outcomes</b> After the successful completion of this module, the Participant will be able to:
<ul style="list-style-type: none"> <li>• Recall health, safety and security- related guidelines and identify the risks involved.</li> <li>• Maintain correct posture while working and maintain and use the first aid kit whenever required.</li> <li>• report health and safety risks/ hazards to concerned personnel</li> <li>• Recall people responsible for health and safety and able to contact in case of emergency</li> <li>• Illustrate security signals and other safety and emergency signals</li> <li>• Explain the process to identify and report risk.</li> <li>• Enumerate and recommend opportunities for improving health, safety, and security to the designated person</li> <li>• Describe how to report any hazards outside the individual’s authority to the relevant person in line with organisational procedures and warn other people who may be affected</li> <li>• complying with procedures in the event of an emergency</li> <li>• Explain the impact of the violation of safety procedures.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify the different types of health and safety hazards in a workplace</li> <li>• Practice safe working practices for own job role</li> <li>• Perform evacuation procedures and other arrangements for handling risks</li> <li>• Perform the reporting of hazard</li> <li>• identify and document potential risks like sitting postures while using the computer, eye fatigue and other hazards in the workplace</li> <li>• Demonstrate the use of Personal Protective Equipment (PPE) appropriately.</li> </ul>
<b>Classroom Aids:</b>	
Laptop, whiteboard, marker, projector, Health and Safety Signs and policy	
<b>Tools, Equipment and Other Requirements</b>	
Health and Safety Signs and policy , PCs/Laptops , Internet with Wi-Fi (Min 2 Mbps Dedicated) , Sticky Keys, Foot Pedals, Access Switches, Wheel Chair, Walker, One-Handed, Keyboard, Pencil Gripper, Automatic Page, Turner, Grab Bars, Speech to Text software.	

## Employability Skills DGT/VSQ/N0102

### Terminal Outcomes:

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

<b>Duration: 60:00</b>
<b>Key Learning Outcomes</b>
<p><b>Introduction to Employability Skills Duration: 1.5 Hours</b>  <b>After completing this programme, participants will be able to:</b></p> <ol style="list-style-type: none"> <li>1. Discuss the Employability Skills required for jobs in various industries</li> <li>2. List different learning and employability related GOI and private portals and their usage</li> </ol> <p><b>Constitutional values - Citizenship Duration: 1.5 Hours</b></p> <ol style="list-style-type: none"> <li>3. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen</li> <li>4. Show how to practice different environmentally sustainable practices.</li> </ol> <p><b>Becoming a Professional in the 21st Century Duration: 2.5 Hours</b></p> <ol style="list-style-type: none"> <li>5. Discuss importance of relevant 21st century skills.</li> <li>6. Exhibit 21st century skills like Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life.</li> <li>7. Describe the benefits of continuous learning.</li> </ol> <p><b>Basic English Skills Duration: 10 Hours</b></p> <ol style="list-style-type: none"> <li>8. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone</li> <li>9. Read and interpret text written in basic English</li> <li>10. Write a short note/paragraph / letter/e -mail using basic English</li> </ol> <p><b>Career Development &amp; Goal Setting Duration: 2 Hours</b></p> <ol style="list-style-type: none"> <li>11. Create a career development plan with well-defined short- and long-term goals</li> </ol> <p><b>Communication Skills Duration: 5 Hours</b></p> <ol style="list-style-type: none"> <li>12. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette.</li> <li>13. Explain the importance of active listening for effective communication</li> </ol>

14. Discuss the significance of working collaboratively with others in a team

**Diversity & Inclusion Duration: 2.5 Hours**

- 15. Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD
- 16. Discuss the significance of escalating sexual harassment issues as per POSH act.

**Financial and Legal Literacy Duration: 5 Hours**

- 17. Outline the importance of selecting the right financial institution, product, and service
- 18. Demonstrate how to carry out offline and online financial transactions, safely and securely
- 19. List the common components of salary and compute income, expenditure, taxes, investments etc.
- 20. Discuss the legal rights, laws, and aids

**Essential Digital Skills Duration: 10 Hours**

- 21. Describe the role of digital technology in today's life
- 22. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely
- 23. Discuss the significance of displaying responsible online behavior while browsing, using various social media platforms, e-mails, etc., safely and securely
- 24. Create sample word documents, excel sheets and presentations using basic features
- 25. Utilize virtual collaboration tools to work effectively Entrepreneurship Duration: 7 Hours
- 26. Explain the types of entrepreneurship and enterprises
- 27. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan
- 28. Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement
- 29. Create a sample business plan, for the selected business opportunity

**Customer Service Duration: 5 Hours**

- 30. Describe the significance of analyzing different types and needs of customers
- 31. Explain the significance of identifying customer needs and responding to them in a professional manner.
- 32. Discuss the significance of maintaining hygiene and dressing appropriately

**Getting Ready for apprenticeship & Jobs Duration: 8 Hours**

- 33. Create a professional Curriculum Vitae (CV)
- 34. Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively
- 35. Discuss the significance of maintaining hygiene and confidence during an interview
- 36. Perform a mock interview
- 37. List the steps for searching and registering for apprenticeship opportunities

**Classroom Aids:**

Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster

**Tools, Equipment, and Other Requirements**

Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed) (all software should either be latest version or one/two version below) As required , UPS as required , Scanner cum Printer as required , Computer Tables as required Computer Chairs As required , LCD Projector as required , White Board 1200mm x 900mm As required

## Annexure

### Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Master in Journalism	Journalism	2	Relevant experience required in Journalism	1	-	-
				OR		
Bachelor in Journalism	Journalism	4		2		

Trainer Certification		
Domain Certification	Platform Certification	Disability specific Top Up training
Certified for Job Role: "Radio Jockey" mapped to QP: "MES/Q1910", version 1.0. Minimum accepted score as per SSC guidelines is 80%.	Recommended that the Trainer is certified for the Job Role: "Trainer", mapped to the Qualification Pack: "MEP/Q2601, v1.0 Trainer" with the scoring of a minimum of 80%.	The Inclusive Trainer should be certified in Disability Specific Top Up Training PWD/Q0101, v1.0 Trainer-PwD conducted by SCPwD with minimum accepted score of 80% as per SCPwD guidelines.

## Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Master in Journalism	Journalism	4	Relevant experience required in Journalism	2	-	-
OR						
Bachelor in Journalism	Relevant trade	5	Relevant experience required in Journalism	3		

Assessor Certification		
Domain Certification	Platform Certification	Disability specific Top Up training
Certified for Job Role: "Radio Jockey" mapped to QP: "MES/Q1910", version 1.0. Minimum accepted score as per SSC guidelines is 80%.	Recommended that the Assessor is certified for the Job Role: "Assessor", mapped to the Qualification Pack: "MEP/Q2701, v1.0 Assessor" with the scoring of a minimum 80%.	The Inclusive Assessor should be certified in Disability Specific Top Up Training conducted by SCPwD with minimum accepted score of 80% as per SCPwD guidelines.



## Assessment Strategy

This section includes the processes involved in identifying, gathering and interpreting information to evaluate the learner on the required competencies of the program.

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for each PC.
2. Each NOS will be assessed both for theoretical knowledge and practical
3. The assessment will be based on knowledge bank of questions created by the SSC.
4. Individual assessment agencies will create unique question papers for theory and skill practical part for each candidate at each examination/training centre
5. To pass the Qualification Pack, every trainee should score a minimum of 70% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

## Guidelines for Trainers

### Persons with Locomotor Disability

#### Characteristics

Students with physical disabilities may experience limitations in one of the following ways:

- Writing;
- Sitting at a standard desk or on the floor;
- Participating in activities where tables and instruments are difficult to access;
- Movements within the class and within the school;
- Mobility in spaces that are not user friendly for wheelchair.

#### Guidelines for Trainers

1. Provide a supportive and welcoming environment by sensitizing other students /staff for creating a sense of responsibility in them.
2. Make the classroom accessible.
3. Sitting plan should include accommodating a Person using Wheelchair in the front row.
4. Provide accessible seating arrangement. The height of the table should be accessible for Persons using wheelchair.
5. Make writers available for written work and for tests and exams if the candidate has difficulty in writing owing to upper limb dysfunction.
6. Give additional time for completing assignments/exams.
7. Consider alternative to activities involving writing, drawing and other fine motor activities, such as sorting, threading, solving puzzles, etc. for persons whose upper limbs are affected.
8. Free movement of learners within the class must be ensured by keeping the classroom environment clutter free. There should be accessible walking space for safe walking with no protruding objects or obstacles in the classroom/laboratory or corridors.
9. Students can use adapted brushes, modified pencils and thick markers that can be gripped easily, for drawing. Alternatively, the candidates can use stamping methods or paste cut outs. The books, papers, brushes etc. can be fixed on the table with the help of tape etc. so that they do not slip down.
10. For assessment, have students present the material orally or if required, with the help of a scribe. Use objective type, multiple type questions using yes/no or true/false answers.