

Important Content Update Message

We are currently updating the OP Help Center content for the release of OP 20. OP 20 (official version 20.0.x) is the certified, 2015 Edition, version of the Office Practicum software. This is displayed in your software (**Help tab > About**) and in the Help Center tab labeled Version 20.0. We appreciate your patience as we continue to update all of our content.

Creating Boolean Questions & Answers

Last Modified on 12/10/2019 9:34 am EST

Version 14.19

The Boolean answer type allows respondents to select from two answer options, e.g. "Yes"/"No", "True"/"False", or "A"/"B". To enter answers and select options for Boolean questions:

1. Follow Steps 1-6 in [Creating a New Survey](#).
2. Select **Boolean** from the drop-down menu at the top of the Answer properties window. A set of boxes will appear in the window.
3. In the first box, select the type of Yes/No answer by clicking the appropriate radio button.
4. If you selected **Custom** in the first box, enter custom values in the fields provided in the second box down.
5. In the third box down, you can enter a default answer, if desired. To do so, click to check the box to the left of the field, then click on the **down-arrow** to the right of the field and select a value from the drop-down menu.
6. In the fourth box down, you can enter a score for each of the answers, if desired. The default value for both is "0", which means the question is not scored.

Note: This mechanism is very flexible, some surveys intentionally include a mixture of questions for which Yes or No may be the indicative choice. For example, in the M-CHAT, not all Yes answers count as a point. In addition, some surveys have super questions that are weighted higher than others. While it would be typical for Yes to be worth 1, and No worth 0, you can in fact put any number you want for both values.

Version 14.10

The Boolean answer type allows respondents to select from two answer options, e.g. "Yes"/"No", "True"/"False", or "A"/"B". To enter answers and select options for Boolean questions:

1. Follow Steps 1-6 in [Creating a New Survey](#).
2. Select **Boolean** from the drop-down menu at the top of the Answer properties window. A set of boxes will appear in the window.

3. In the first box, select the type of Yes/No answer by clicking the appropriate radio button.
4. If you selected **Custom** in the first box, enter custom values in the fields provided in the second box down.
5. In the third box down, you can enter a default answer, if desired. To do so, click to check the box to the left of the field, then click on the **down-arrow** to the right of the field and select a value from the drop-down menu.
6. In the fourth box down, you can enter a score for each of the answers, if desired. The default value for both is "0", which means the question is not scored.

This mechanism is very flexible, as some surveys intentionally include a mixture of questions for which Yes OR No may be the indicative choice. For example, in the M-CHAT, not all Yes answers count as a point. In addition, some surveys have "super" questions that are weighted higher than others. Thus, while it would be typical for "Yes" to be worth 1, and "No" worth "0", you can in fact put any number you want for both values.