

# Business Statistics - STAT2040

## Course Syllabus – Summer 2012

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Office Hours: 11 am – 12 noon Tuesday thru Thursday and by appointment

Class: Section 40 (CRN: 30163) - Online

Text: no required text - optional text: Elementary Statistics Using Excel, by Mario Triola (either 1<sup>st</sup> or 2<sup>nd</sup> edition is OK - the older 1<sup>st</sup> edition only costs \$10-\$20 if you buy it used online) ISBN 0-201-69942-7

**COURSE DESCRIPTION:** This course is designed for non-math majors and focuses on the basics of statistics that all students of business and nursing must understand in order to be an effective employee, practitioner and/or manager. The course covers those areas that are commonly encountered across all disciplines, but focuses on business and medical applications.

**PREREQUISITES:** CIS 1200 and MATH 1010

**COURSE OBJECTIVES:** To provide students with knowledge of the fundamental purposes and uses of statistics in everyday and professional life. Students will develop their skills related to statistics as they carefully study course materials and complete practice examinations and review practice examination results.

Course objectives (Sections) include:

- Introduction to statistics - purpose and use (Section 1)
- Describing data (Section 1)
- Probability and distributions (Sections 2 and 3)
- Confidence Intervals and sample sizes (Section 4)
- Hypothesis testing (Section 5)
- Comparing samples of data (Section 6)
- Correlation and regression (Section 7)

**GRADING:** Grades will be based on your performance on a syllabus quiz, seven examinations and a comprehensive final exam. **All exams are taken in the DSC Testing Center.** To take an exam you must access the Canvas class website and logon using your personal username and password. After you enter the Canvas class website, access QUIZZES on the Canvas menu and then select the appropriate exam you are taking. Next, you will be asked for a password. This is a special password that only the Testing Center can input. Violation of this procedure is cheating, unethical, and indicates a lack of integrity. You are only allowed to access the exam and to open Excel on the testing center computer. You are **NOT ALLOWED** to access any other websites, including the course website, during the exam. Also, no emailing or cell phone calls. However, you **ARE ALLOWED TO HAVE** one 8-1/2 x 11 inch sheet of paper, **HANDWRITTEN** (not printed or typed) front and back, of **PERSONAL NOTES** (no machine printed or copied notes, or notes from other students) during the exam. When you complete an exam and submit it, the computer will give you your score for that exam. The score will also be posted on the course Canvas website for your review (other students **CANNOT** see your score) and you can see statistics related to each exam. The Personal Notes that you use for an exam **MUST** be turned into the testing center before you leave. **YOU MUST NOT** remove any material from the testing center that you used or created during the exam.

The key to doing well on the exams is to practice, practice, and practice. Statistics is more than knowledge; it is a skill that is only obtainable through consistent use and practice. Course materials and practice exams are designed to provide you experience in completing the types of problems you will encounter on the exam. Successful students in this course study the course materials thoroughly, take the practice exams, and review the practice exam key prior to sitting for the section exam.

## Course Schedule (Subject to Change)

Open /Due Date	Subject	Test Due
May 29 / June 1	Introduction to Statistics / Describing Data	Syllabus Quiz Exam #1
June 1 / June 8	Probability	Exam #2
June 8 / June 15	Distributions	Exam #3
June 15 / June 22	Confidence intervals and sample size	Exam #4
June 22 / June 29	Hypothesis testing	Exam #5
June 29 / July 6	Comparing samples of data	Exam #6
July 6 / July 13	Correlation and regression	Exam #7
July 13 / July 20	Final Exam	Final Exam

## EXAM POLICY

The following conditions and rules apply to this course:

1. The exam open and close dates are posted on the course syllabus. **Late exams are not allowed.** Please see the instructor if you have any special circumstances. You must accept the consequences if you fall behind, including penalties and failure to complete the course.
2. The last day / time an exam may be taken is listed under "Syllabus" in Canvas. Each exam (with the exception of Exam 1) is available for a period approximately one week.
3. You will have 2 hours to complete all exams, including the final exam. Your grade on the exam will be available immediately after you complete the exam.
4. **There are no 2<sup>nd</sup> chance exams or extra credit opportunities**, so be prepared when you take the exams. There are 7 section exams plus a final exam, for a total of 8 exams. You may drop your lowest two section exam scores so there is opportunity to make up for a poor score on one exam by doing well on the remaining exams. The final exam MAY NOT be dropped. You are expected to take ALL exams. If you do not take an exam, it most likely will negatively impact your final grade in the course.

### Final grade computation will be as follows:

Syllabus Quiz (1 X 20 points) = 20 points

Exams (5 X 100 points) = 500 points (drop the two lowest of the seven exams, ALL exams MUST be taken)

Final Exam (Comprehensive) = 200 points

**TOTAL = 720 points**

Grades will be assigned according to the following scale:

A = 93.0 - 100%

A- = 90.0 - 92.9%

B+ = 87.0 - 89.9%

B = 83.0 - 86.9%

B- = 80.0 - 82.9%

C+ = 77.0 - 79.9%

C = 73.0 - 76.9%

C- = 70.0 - 72.9%

D+ = 67.0 - 69.9%

D = 63.0 - 66.9%

D- = 60.0 - 62.9%

The instructor reserves the right to modify the grading scale to the benefit of the student(s).

***A good working knowledge of Excel is essential in order to succeed in this Statistics course. If you are unfamiliar or uncomfortable using Excel, I strongly suggest that you take a course in Excel BEFORE taking this course.***

***PRACTICE: Anyone can learn about statistics, no special math skills are required, but it requires diligent study and practice. The more you study, review and practice the better you will do in this class. If you do not study and practice you will NOT do well in this class.***

**ASSISTANCE: I want to make myself available to help you in this course. I am available by email at [lindseys@dixie.edu](mailto:lindseys@dixie.edu) or you can call my office. I will respond to questions submitted via email Monday - Friday within 24 hours and by Monday at 5pm for questions submitted Saturday and Sunday. You can stop by my office (UHB 343) during my office hours or make an appointment and I will be happy to meet with you. You are encouraged to form study groups. I would also be available to meet with your study group on occasion.**

**I also suggest that you utilize the "Discussions" link on the classes' Canvas site. It is divided into:**

- **General course questions**
- **Interested in joining a study group?**
- **Trouble understanding a statistics problem**

**Use proper discussion forum etiquette. Ask and answer questions respectfully. I encourage you to answer each other's questions. I will monitor the discussion forums and provide whatever input seems helpful**

### **Important Course Information**

DSC Academic Calendar: Please refer to <http://www.dixie.edu/reg/?page=calendar&sid=201230> for the Dixie State College 2011-12 Academic Calendar.

Prerequisites: If you have not completed the prerequisites for the class, please drop this course as soon as possible. If you have questions concerning the prerequisites, please contact the Business Advising Office.

CHEATING: Cheating will not be tolerated. Cheating includes all forms of academic dishonesty **including telling others about questions on an exam**. Cheaters will be disciplined according to school policy, and must accept with the consequences.

Student Responsibilities: All students are expected to maintain professional behavior, according to the Student Rights and Responsibilities Code (<http://www.dixie.edu/humanres/policy/sec5/533.html#behave>). Students have specific rights as detailed in Section 1 of the Code. The Code also specifies proscribed conduct (Section 2) that involves cheating on tests, plagiarism, and/or collusion, as well as fraud, theft, etc. Students should read the Code carefully and know they are responsible for the content.

Faculty Responsibility: It is the faculty responsibility to enforce responsible behaviors, and I will do so, beginning with verbal warning and progressing to dismissal from class and a failing grade. Students have the right to appeal such action per the Student Rights and Responsibilities Code

Canvas Learning Management System (LMS): You are required to frequently check the course Canvas site. Important class information will be sent / posted to Canvas.

Disability: Students with medical, psychological, learning or other disabilities desiring reasonable academic adjustment, accommodations, or auxiliary aids to be successful in this class will need to contact the DISABILITY RESOURCE CENTER Coordinator (Baako Wahabu) for eligibility determination. Proper documentation of impairment is required in order to receive services or accommodations. DRC is located at the ground floor of the Financial Aid Office. Visit or call 652-7516 to schedule appointment to discuss the process. DRC Coordinator determines eligibility for and authorizes the provision of services.

General Disclaimer: Information contained in this syllabus may be subject to change with advance notice, during class time, as deemed appropriate by the instructor.

#### DSC Policy Links:

- Reference to "Policy for Absences Related to College Functions":  
<http://www.dixie.edu/humanres/policy/sec5/523.html>

- Disruptive behavior policy / classroom expectations, academic dishonesty / academic integrity policy:  
<http://www.dixie.edu/humanres/policy/sec3/334.html>

DSC Resources:

- Available resources: Library, computer lab, writing center, testing center, tutoring center links
  - Library: <http://library.dixie.edu>
  - Computer labs: Located in the basement of the library, Smith Computer Center, and Udvar-Hazy Building room 200
  - Writing Center: [http://dixie.edu/english/dsc\\_writing\\_center.php](http://dixie.edu/english/dsc_writing_center.php)
  - Testing Center: <http://dixie.edu/testing>
  - Tutoring Center: <http://dsc.dixie.edu/tutoring>