

MATH 1442.151/451 – ONLINE BUSINESS STATISTICS

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Purpose: To provide a transferable course in the basic elements of business statistics.

Prerequisite: Successful completion of either Math 1314 or Math 1324.

Textbook & Supplies: Elementary Statistics Using Excel by Mario Triola, 6th edition; MyStat Lab packet (NOT MyMathLab!); TI 83 or TI84 calculator

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Academic Integrity: It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present any work as their own which he or she has not honestly performed is regarded as a most serious offense and renders the offender liable to serious consequences, possibly suspension. Students should refer to the SPC General Catalog policy regarding consequences for cheating and plagiarism (see "Academic Integrity" as well as "Student Conduct" sections in the college catalog).

You are expected to work alone on all tests. Please do not ask anyone for help with any question on any test. You may use your textbook, Lecture Notes, and/or **MyStatLab** for assistance on these exams, although I do not recommend this. If you choose to cheat, you will be withdrawn immediately from this class with a grade of "F." Whether you copy someone else's work or you allow someone else to copy your work is immaterial. Both cheaters and "cheatees" are subject to the same disciplinary measures.

E-Mail and Messaging: All general discussion will be conducted in **Blackboard**. Any question or comment should be sent using **Blackboard** messaging. Please check your **Blackboard** messages *daily* for class reminders and announcements. If I request a reply from you (even just to check in with me), please reply promptly. If you do not enjoy reading e-mail or hesitate to send e-mail, you should reconsider your plans to take Online Business Statistics. E-mail and messaging are our only means of regular communication.

Netiquette: Since communication will be through messages and email, please be sure to communicate professionally and courteously. Your messages should include all appropriate punctuation and capitalization, when necessary. Please do not write your messages the same way you would text your friends and relatives!

Office Hours: This class is conducted asynchronously, meaning that there are no set online meeting times or office hours. If you need assistance we can arrange to meet face-to-face, via phone, or via email. Once the semester is underway and my schedule is firm, I will post my on-campus office hours in **Blackboard**. You are welcome to come to the Reese Center and take advantage of my availability during these hours.

Video lectures for each section of this course are available on **MyStatLab**. I encourage you to view all of these videos in order to clarify any questions you may have after reading the textbook assignments. I also have 1 section of Statistical Methods (Math 1342) on the Reese Campus. This course is similar to the Business Statistics course. If you feel you need “live” instruction on any of the sections we cover, you are welcome to attend this class.

Response Times: Generally I am online everyday. I will do my best to respond to your e-mail within 24 hours of receipt. Please do not wait until the last minute to do homework or to ask questions before a quiz or test. You must plan on allowing a reasonable amount of time for me to respond to your questions. If you wait until the last minute, your questions may not be answered by the quiz or test deadline.

Assignment Policy: Graded homework assignments for each section of the course (click on **Quizzes in MyStatLab**) are fairly short. These problems are chosen as representative of the basic concepts presented in the sections. These few questions will not adequately prepare you for the tests. They are just starting points for the topics. A more comprehensive assignment will be given for each section from the textbook exercises. These assignments can be found on the class calendar in Blackboard. The textbook exercises will not be graded. You should work the textbook problems for a more complete understanding of the topics. I will assign mostly odd-numbered problems from the textbook exercises so that you can check your answers in the back of the textbook. If you do not have a hard-copy textbook, the exercise pages and answers for the odd-numbered problems can be found on **MyStatLab** in the textbook pages (Multimedia Library).

Online quizzes can be submitted multiple times until the due date. If you miss a question, please redo that question until you succeed. You should settle for nothing less than 100% on each online quiz. It is not necessary to report your scores to me. **MyStatLab** automatically saves your scores in a gradebook for me. After each session, click the **Submit** button to insure that your score is saved correctly. **The deadline for all quizzes is posted on MyStatLab, generally Sunday nights at 11:59 pm at the end of the week assigned.** You will no longer have access to those assignments after that time.

Attendance Policy: Because this is an online class, you must access the course on a regular basis. Accessing this course on a regular basis is extremely important in order to master the objectives of the class. You will feel more at ease with the material if you stay in touch regularly. Failing to complete a weekly quiz or exam by the deadline will count as an absence as well as a 0. **If you fail to log into the course on a regular basis, or if you fail to complete 2 or more assignments in a row, I will drop you from the course.** You should alert me if you plan to be absent more than two days in a row. The software for both **Blackboard** and **MyStatLab** tracks your logins...tracking when and where you have been in the course. Occasionally, there could be scheduled server maintenance on the Pearson website, which could affect your use of **MyStatLab**. Students and instructors are always notified in advance by email if any scheduled maintenance will affect us. Please be sure to note if any maintenance is scheduled that might affect the completion of your assignments. For the record, the **MyStatLab** servers are rarely down.

The minimum attendance requirement to be successful in this course is at least **three** days per week. **This is a minimum!** Most students find that doing “some” math every single day is the best way to maintain continuity and to stay caught up. The Class Calendar in **Blackboard** is designed to assist you in staying on track. Weekend days count for attendance as well. Most online students need and use weekends to stay caught up. I will track your attendance through Blackboard logins. We will also use the Discussion Board to facilitate group participation and as an attendance check. Be advised: logging in to **MyStatLab** is NOT sufficient to satisfy your attendance requirements. **You must log in to Blackboard several times each week!**

Exam Policy: There will be 5 major exams in addition to the online quizzes. Three of the exams will be taken without a proctor. Exam #1 will consist of an online part (60%) and a written part (40%). The written part of the exam will be posted in Blackboard. You will need to download and print the written part of the exam, work the problems, and mail them back to me. The online part will be taken via **MyStatLab**. It is not necessary to print the online part of the exams, or mail them to me. Exam #2 will be taken on campus if you live in the immediate area or with a pre-approved proctor if you live too far away to come in to take the exam. Exams #3 & 4 are online exams and Exam #5 is a proctored final exam. There will be no make-up opportunities for any major exams. Please be sure to arrange your schedule so that you do not

miss a major exam. The schedule for the major exams is on the syllabus and posted on the **class calendar** in Blackboard.

Grade Determination: Grades will be averaged according to the following formula:

$$0.83*(\text{average of Exams 1 - 5}) + 0.17*(\text{MML quiz average}) = \text{Course Grade}$$

Grading Standards: The grading scale will be as follows:

90 – 100	=	A
80 – 89	=	B
70 – 79	=	C
60 – 69	=	D
Below 60	=	F

I will round up at 0.5; for example, 89.5 rounds to an A, 89.4 is a B.

Dropping the Course: The last day to drop this course is November 16, 2017. If you drop on or before this date you will receive a grade of W.

Disabilities: Students with disabilities including but not limited to physical, psychiatric or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his or her disability. For more information, call or visit the Disability Services Office in Bldg.8 at Reese Center or phone 806.716.4675.

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

(http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Accessibility: All course platforms are fully accessible. Blackboard accessibility information can be found at <http://access.blackboard.com>. My Stat Lab accessibility information can be found at www.mymathlab.com/accessibility.

My Stat Lab: Part of your final average is based on homework problems worked online via **My Stat Lab**. **These problems will account for the quiz average that is 17% of your final grade.** I encourage you to purchase your textbook and access code packet immediately to register for this class online. If you are waiting for funding, you may obtain temporary access. See the MSL registration handout for information on temporary access.

Things you will need in order to register for My Stat Lab:

1. Email address
2. **Student Access Code** (in your My Stat Lab Packet)
3. Instructor's Course ID: see your MSL registration handout in the Week 1 folder
4. SPC Zip Code: **79336**

Follow these steps for a painless registration procedure:

1. Go to <http://pearsonmylabandmastering.com> and click the **Register** button.
2. Follow the on-screen instructions to enter your **Student Access Code** and the **Instructor's Course ID**, provide email contact information and create a **Login Name** and **Password**.

After you have registered and enrolled, you are ready to log in to your **My Stat Lab** course. **To log in and access your course:**

1. Go to <http://pearsonmylabandmastering.com> and click the **Log In** button.
2. Enter the **Login Name** and **Password** you created during registration.

Once you have logged in to **MyStatLab**, please be sure to explore the many features that will be available to you. In addition to testing, **MyStatLab** provides full access to the textbook, videos for each section to be covered, podcasts, step-by-step instructions for working the problems, power point slides, online technical support, online tutoring, and much more. You should also be sure to go through the **MyStatLab** tutorial to familiarize yourself with the way **MyStatLab** works.

Important Note: Since this course is conducted online, it is essential that you have regular access to a computer, especially at home. If you either do not have a personal computer, your computer is in serious need of an upgrade, or your computer dies during the semester, there are many computer labs on both the Levelland campus and the Reese Center campus which have very liberal hours. Please use only the listed labs to access **MyStatLab** since special plug-ins are required and other labs may not have these plug-ins installed. The labs at the Reese Center campus with the plug-ins are in rooms 214, 823 and 827. Computer science students have priority in room 827. Hours for these labs will be announced when available. Computers are also available at the Lubbock Center at 3907 Avenue Q and the Technology Center in Levelland.

Technical Support: Technical support questions concerning Blackboard should be sent to blackboard@southplainscollege.edu, or call 806-716-2180. For technical support questions concerning My Stat Lab, call 1-800-677-6337.

Prerequisite Skills: In order to participate fully in this course, you must have the following basic skills:

- ✓ Basic computer skills
- ✓ Typing
- ✓ Reliable internet connection
- ✓ Ability to compose and reply to messages, including attaching and opening documents
- ✓ Open and print pdf, Microsoft Word, and Excel documents
- ✓ Open and play video files
- ✓ Use a graphing calculator, such as the TI83/84

Course Objectives: Upon completion of this course and receiving a passing grade, the student will demonstrate mastery of the following concepts:

1. Represent raw data using frequency distributions.
2. Represent raw data using polygons, ogives, histograms, and pie charts.
3. Calculate measures of central tendency, variation, and position for both grouped and ungrouped data and interpret in writing the significance and meaning of the calculations.
4. Calculate coefficients of variation and skewness and interpret in writing the significance of the calculations.
5. Calculate classical and empirical probabilities.
6. Apply binomial and normal distribution properties to calculate probabilities and interpret in writing the significance of the calculations.
7. Calculate mean, variance, and standard deviations of probability distributions and interpret in writing the significance of the calculations.
8. Evaluate a hypothesis-testing situation to determine the appropriate test to be used.
9. Use parametric and non-parametric tests for hypothesis testing and interpret in writing the significance of test results.
10. Calculate coefficients of correlation, determination, non-determination, and prediction intervals and interpret in writing the significance of the calculations.
11. Calculate linear regression equations and standard error and use equations to make predictions.
12. Use a statistical package and/or a statistical calculator to help with computations.
13. Make a formal presentation of an assigned case study dealing with one or more of the above areas of statistics. (at the instructor's discretion)

A TENTATIVE class calendar is presented below and gives a brief outline of topics covered and dates. THIS CALENDAR IS SUBJECT TO CHANGE. A more detailed calendar, including graded and non-graded assignments, will be available through **Blackboard**. **You should use the comprehensive calendar posted in Blackboard to track your progress throughout the course.**

	Topics Covered
Week 1	Chapter 1
Week 2	2.2, 2.3, 2.4
Week 3	3.2, 3.3
Week 4	Exam 1
Week 5	3.4, 3.5
Week 6	10.2, 10.3, 10.4
Week 7	Exam 2
Week 8	4.2, 4.3, 4.4
Week 9	5.2, 5.3, 5.4
Week 10	6.2, 6.3, 6.4
Week 11	Exam 3
Week 12	8.2, 8.4
Week 13	8.3, 8.5
Week 14	9.3
Week 15	Exam 4
Week 16	Exam 5