

Florida State University, Department of Statistics  
Main office 214 OSB, phone 850-644-3218  
FSU Police non-emergency: 850-644-1234  
Emergency: 911

**All times stated on the syllabus, on Canvas, in emails, etc, will be Eastern Time.**

### **Course Information**

Term Year: Spring 2025

Name: Fundamental Business Statistics

Code: STA 2023

Sections: 24, 25, 26

Credit-hours: 3

Prerequisites: None, but we recommend two years of high school algebra.

Special Note: High school students who earn a "3" or better on the AP Statistics exam can be given credit for STA 2023.

Format: Online Asynchronous

### **PRE Program @ ACE: Free Academic Assistance**

This class will be participating in the Proactive Referral and Engagement (PRE) program (<https://ace.fsu.edu/pre-student-faqs>). The purpose of this program is to give you early academic assistance and advice so that you succeed in this class. Therefore, your course instructor may share information about your class performance with the PRE program director, who may reach out to you via email or phone. The PRE program director and ACE staff can connect you to one-on-one assistance with study skills tutors to discuss time management, develop a study plan, find tutoring, and/or connect with offices to support your success.

### **Instructor Information**

Name: Abhishek Mandal

Email: [amandal2@fsu.edu](mailto:amandal2@fsu.edu)

You may expect a response from me within two work days in Fall/Spring, or one work day in Summer.

Office Hours & Locations:

By appointment only, please email me to set up an appointment.

Office hours will begin in the second week of classes and end in the last week of classes. However, if you need to see me in the first week of classes or in final exams week, please email me to set up an appointment.

### **Online Mentor Information**

Name: Manuela Jimenez Robledo

Email: [msj24@fsu.edu](mailto:msj24@fsu.edu)

Office Hours & Locations: By appointment only, please email to set up an appointment.

Please be aware that all Teaching Assistants who have been assigned to work with the instructor of this class will have access to your grades and academic accommodations information since it is not possible for the instructor alone to perform all of the duties related to grading and the provision of academic accommodations.

### **Course Access**

- Course website: <https://canvas.fsu.edu>

- Canvas Support

Email: [canvas@fsu.edu](mailto:canvas@fsu.edu)

Phone: 850-644-8004

Website: <https://support.canvas.fsu.edu/home/>

Hours: 8am-5pm, Mon-Fri

- Please turn on the course notifications on Canvas by going to Account/Notifications and selecting the *Notify immediately* option for all of the items under Course Activities.
- Please check your FSU email, your Canvas Inbox, and the course announcements on Canvas every day.
- If you communicate with me via email, please use your [@fsu.edu](mailto:@fsu.edu) account.
- We will not use an online proctoring service.

### Course Description

In this course, students will utilize descriptive and inferential statistical methods in contextual situations, using technology as appropriate. The course is designed to increase problem-solving abilities and data interpretation through practical applications of statistical concepts. This course is appropriate for students in a wide range of disciplines and programs.

### Student Learning Outcomes

This course has been approved to meet CoreFSU's **Quantitative and Logical Thinking** requirements and helps you become a critical analyst of quantitative and logical claims.

In order to fulfill the State of Florida's College mathematics and computation requirement the student must earn a "C-" or better in the course.

By the end of the course, students will demonstrate the ability to:

1. Select and apply appropriate methods (i.e., mathematical, statistical, logical, and/or computational models or principles) to solve real-world problems.
2. Use a variety of forms to represent problems and their solutions.
3. Students will visualize and summarize data using descriptive statistics.
4. Students will apply basic probability concepts to draw reasonable conclusions.
5. Students will employ concepts of random variables, sampling distributions, and central limit theorem to analyze and interpret representations of data.
6. Students will choose an appropriate method of inferential statistics, including confidence intervals and hypothesis testing, to make decisions about a population based on sample data.
7. Students will model linear relationships between quantitative variables using correlation and linear regression.

### Required Materials

- A personal computer, reliable internet connection, and Chrome or Firefox browser.
- A TI-84 Plus or equivalent calculator or app. We will teach you how to use a TI-84 series calculator, but we cannot promise to be able to help with any other type of calculator.

A textbook is not required for this class. The instructor will post all required course notes and exercises on Canvas. Please note that the materials provided by the instructor were put together for your individual use only. We ask that you do not distribute the materials to third parties. If you seek help from someone other than the instructor or TA, you may allow your helper to see the materials, but please do not allow them to take pictures or make copies or in any other way take our material. We appreciate your co-operation in protecting our material. Thank you!

### Additional Resource

The following free online textbook is an additional resource that you might find useful: Introductory Statistics from OpenStax, Print ISBN 1938168208, Digital ISBN 1947172050, [www.openstax.org/details/introductory-statistics](https://www.openstax.org/details/introductory-statistics).

### **Video/audio recordings**

Please note that any recordings provided by the instructor are the property of Florida State University and are being made available only to the students enrolled in this class. Students are not permitted to share the recordings with any person or entity outside of this class. Copyrights of the recordings are reserved by the creators of the recordings and Florida State University.

### **Your responsibility towards the lecture videos**

Watching the lecture videos is equivalent to attending class and listening to lectures. If you find that you are unable to watch an entire video in one go, you are encouraged to take a break and return to it later. Pause whenever you need to, but always be sure to return and finish watching the video.

### **Note on Technology-dependent Assessments**

This course is technology-dependent. While we will do our best to work with you on technology issues, please be aware that if you take an assessment but we can find absolutely no record of the fact, then we will not be able to give you credit for it. Please do not use Safari when you take assessments on Canvas, please use Chrome or Firefox.

### **Completing missed assessments in order and in a timely manner so that you can stay on track**

Please note that missed assessments must be completed in order. Therefore, an extension on a specific assessment will not be granted if you have prior outstanding assessments. For example, if you request an extension on Assessment 8 but you did not complete Assessment 3, then you will be denied an extension on Assessment 8 until you have completed Assessment 3. The last day of classes will be the deadline for all assessment submissions, including assessments where extensions were granted (makeups), but not including the final assessment. In addition, since this is a semester-long college course, designed to be taken one step at a time throughout the semester rather than hurriedly over the span of a few days, or a few weeks, we will not grant extensions during the last two weeks of classes unless you have completed the QLT assessment and at least eighty percent of the other assessments given up to that point. For example, if the QLT assessment and ten other assessments have been given by the start of the last two weeks of classes, then you will need to have completed the QLT assessment and at least eight other assessments by that point in order to be granted any extensions (makeups) during the last two weeks of classes.

### **Grades**

~ The use of AI (artificial intelligence) and unsanctioned internet sources is not permitted on any of the assessments in this class. All internet sources are considered unsanctioned unless the instructor specifically states in writing that a given source is sanctioned.

~ You will be allowed a second attempt on some or all of the online assessments so that you can correct any errors you may spot after you submit the first attempt. We cannot promise to be able to provide assistance with the material between attempts.

~ An initial grade of zero will be assigned to missed or incomplete assessments, including attendance absences. When the assessment is completed, the zero will be replaced with the earned grade.

~ If you believe that the grade you received on an assessment is incorrect, please bring it to my attention within two work days after the grade has been made available on Canvas. If no issues are raised during that time, then it will be assumed that the grade is accepted and subsequent requests for a grade review may not be granted.

~ Grade structure:

Component/Category	Percentage Weight	Graded for	Individual work /Group work	Number of submissions permitted
QLT Assessment	10%	Accuracy	Individual – no help permitted	2
Open quiz (Collaboration allowed. Not graded for accuracy. Lowest 3 grades will be dropped.)	20%	Not graded for accuracy	Collaboration allowed	unlimited
Timed quiz (Collaboration not allowed. Graded for accuracy. Lowest 4 grades will be dropped. The last timed quiz on Hypothesis testing will not be dropped.)	65%	Accuracy	Individual – no help permitted	3
Weekly Checkin	10%	NA	NA	NA
Total	105%	---	---	---

#### QLT Assessment:

The QLT Assessment is the assessment instrument that the Dept of Statistics has chosen to use to measure student performance on the two CoreFSU Quantitative and Logical Thinking (QLT) student learning outcomes (SLOs). These are the first two SLOs listed on the syllabus. The QLT Assessment grades, broken down by SLO for each student, will be reported to the CoreFSU committee, to be used in their evaluation of how well the SLOs are being achieved. That data is then used for institutional accreditation purposes. Student names are not reported.

The QLT Assessment will be based on the *Simple Linear Regression* material and will be given after the material is taught. It will not be the final assessment. The QLT assessment forms a mandatory ten percent of the course grade. If you do not take it, you will not be permitted to pass the class, regardless of how well you perform on the other assessments. The QLT assessment will be an individual-work open-book online quiz graded for accuracy; two timed attempts will be allowed; collaboration is not permitted; no AI or unsanctioned internet sources are allowed apart from the course Canvas. The correct answers will not be published.

#### **Grading scale (percent)**

Your letter grade will be selected from the grading scale below after rounding your overall numerical course grade up to the next higher whole number.

A = [93, 100]% A- = [90, 93)%	B+ = [87, 90)% B = [83, 87)% B- = [80, 83)%	C+ = [77, 80)% C = [73, 77)% C- = [70, 73)%	D+ = [67, 70)% D = [63, 67)% D- = [60, 63)%	F = [0, 60)%
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#### **Incomplete Grade Policy**

Incomplete ("I") grades will be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond the student's control. Students in these circumstances must petition the instructor and should be prepared to present documentation that substantiates their case. Incomplete grades will not be granted to allow students to do extra coursework in an effort to increase their grade.

#### **University Attendance Policy**

Excused absences include documented illness, deaths in the family, and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be

accommodated in a way that does not arbitrarily penalize students who have a valid written excuse. Consideration will also be given to students whose dependent children experience serious illness.

Drop and Withdrawal deadlines are given in the University's Academic Calendar at <https://registrar.fsu.edu/calendar/>.

If you are absent often or absent for an extended period of time, and/or you do not respond to emails from the instructor over an extended period of time, the instructor reserves the right to deny access to assessments or limit the number of allowed attempts until attendance and/or contact is resumed.

### **Academic Honor Policy**

The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of student's academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to ". . . be honest and truthful and . . . [to] strive for personal and institutional integrity at Florida State University." (Florida State University Academic Honor Policy, found at <http://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy>)

### **Academic Success**

Your academic success is a top priority for Florida State University. University resources to help you succeed include tutoring centers, computer labs, counseling and health services, and services for designated groups, such as veterans and students with disabilities. The following information is not exhaustive, so please check with your advisor or the Department of Student Support and Transitions to learn more.

### **Americans with Disabilities Act**

Florida State University (FSU) values diversity and inclusion; we are committed to a climate of mutual respect and full participation. Our goal is to create learning environments that are usable, equitable, inclusive, and welcoming. FSU is committed to providing reasonable accommodation for all persons with disabilities in a manner that is consistent with the academic standards of the course while empowering the student to meet the integral requirements of the course. Students with disabilities needing academic accommodation should: (1) register with and provide documentation to the Office of Accessibility Services; and (2) request a letter from the Office of Accessibility Services to be sent to the instructor indicating the need for accommodation and what type; and (3) meet (in person, via phone, email, skype, zoom, etc...) with each instructor to whom a letter of accommodation was sent to review approved accommodations. Please note that instructors are not allowed to provide classroom accommodations to a student until appropriate verification from the Office of Accessibility Services has been provided. This syllabus and other class materials are available in an alternative format upon request. For the latest version of this statement and more information about services available to FSU students with disabilities, contact the:

Office of Accessibility Services  
874 Traditions Way  
108 Student Services Building  
Florida State University  
Tallahassee, FL 32306-4167  
(850) 644-9566 (voice)  
(850) 644-8504 (TDD)

[oas@fsu.edu](mailto:oas@fsu.edu)  
<https://dsst.fsu.edu/oas>

Academic accommodations will be provided as soon as possible after email notification from the OAS is received. Academic accommodations are not retroactive, so they will not apply to lectures/lessons and assessments that took place before the notification was received.

### **Sexual Misconduct and Title IX Reporting**

As an instructor, I am obliged to report all instances of sexual misconduct and other Title IX issues that I become aware of to the University's Title IX Director; I cannot hold such information confidential. If you would like to discuss your situation in confidence, you may contact the Victim Advocate Program (<https://dos.fsu.edu/vap/>), Counseling & Psychological Services (<https://counseling.fsu.edu/>), the Employee Assistance Program (<https://eap.fsu.edu/>), University Health Services (<https://uhs.fsu.edu/>), or pastoral counselors. If you would like to submit a report to the University's Title IX Director, please go to <https://report.fsu.edu/>.

### **Confidential Campus Resources**

Various centers and programs are available to assist students with navigating stressors that might impact academic success. These include the following:

#### *Victim Advocate Program*

University Center A, Rm. 4100

(850) 644-7161

Available 24/7/365

Office Hours: M-F 8-5

<https://dsst.fsu.edu/vap>

#### *Counseling and Psychological Services (CAPS)*

Florida State University's Counseling and Psychological Services (CAPS) primary mission is to address psychological needs and personal concerns, which may interfere with students' academic progress, social development, and emotional well-being. The following in-person and virtual (tele-mental health) services are available to all enrolled students residing in the state of Florida:

1. Individual therapy
  2. Group therapy
  3. Crisis Intervention
  4. Psychoeducational and outreach programming
  5. After hours crisis-hotline
  6. Access to community providers for specialized treatment
- Call 850-644-TALK (8255) for more information on how to initiate services.

#### *Counseling and Psychological Services*

250 Askew Student Life Center

942 Learning Way

(850) 644-TALK (8255)

Walk-in and Appointment Hours:

M-F 8 am – 4 pm

<https://counseling.fsu.edu/>

*Services at UHS are available to all enrolled students residing in Florida:*

The mission of University Health Services (UHS) is to promote and improve the overall health and well-being of FSU students. UHS provides a coordinated continuum of care through prevention, intervention, and treatment. Services include general medical care, priority care, gynecological services, physicals, allergy injection clinic, immunizations, diagnostic imaging, physical therapy, and a medical response unit. The Center for Health Advocacy and Wellness (CHAW) assists students in their academic success through individual, group, and population-based health and wellness initiatives. Topics include wellness, alcohol and other drugs, hazing prevention, nutrition and body image, sexual health, and power based personal violence prevention. For more information, go to [uhs.fsu.edu](https://uhs.fsu.edu).

University Health Services  
Health and Wellness Center  
960 Learning Way  
Tallahassee, FL 32306  
Hours: M-F, 8 am – 4 pm  
(850) 644-6230  
<https://uhs.fsu.edu/>

### **Disaster**

At times of severe weather or other disasters, please check your FSU email, your text messages, the Seminole Safe App and FSU Alert (<https://alerts.fsu.edu/>) as often as you can to keep yourself informed. In the absence of internet access, you may call 850-644-4636 for updates. Check for the latest information every day before you leave home so that you will not miss any last minute announcements. If the University closes due to a disaster, we will all be informed via the above means, and classes and office hours will be automatically cancelled even if I don't announce it. As long as the University remains open, classes will be held. However, please practice safety first. If it will be unsafe or impracticable for you to come to class or complete an assignment due to the effects of a disaster, please do not attempt to do so. You will not be penalized, we will work with you.

You can sign up to receive alerts via SMS text messages here: <https://emergency.fsu.edu/services/fsu-alert-emergency-notification-warning-system/fsu-alert-sms-text-messages>.

See here for other ways in which FSU delivers warnings: <https://emergency.fsu.edu/services/fsu-alert-emergency-notification-warning-system>.

### **Syllabus Change Policy**

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.

### **Classes Subject to HB233 Recording**

In this class, consistent with state law and university policy, students are permitted to make recordings of class lectures for personal use only. As noted, sharing, posting, or publishing classroom recordings may subject you to honor code violations and legal penalties associated with theft of intellectual property and violations of other state laws. Moreover, students and educators have expressed concern that recording classroom activities may negatively impact the learning experience for others, especially in classes that involve questions, discussion, or participation. To protect a learning environment in which everyone feels free to experiment with ideas, we ask you to refrain from recording in ways that could make others feel reluctant to ask questions, explore new ideas, or otherwise participate in class. Students must monitor their recordings so that

they do not include participation by other students without permission. Students with disabilities will continue to have appropriate accommodations for recordings as established by the Office of Accessibility Services.

If you wish to make recordings of this class, please read the FAQs below very carefully before you make your first recording.

[https://fda.fsu.edu/sites/g/files/upcbnu636/files/Media/Files/Fall-2021-Guidance/FAQ\\_STUDENTS\\_HB%20233.pdf](https://fda.fsu.edu/sites/g/files/upcbnu636/files/Media/Files/Fall-2021-Guidance/FAQ_STUDENTS_HB%20233.pdf)

**Guide to resolving academic problems**

<https://provost.fsu.edu/sites/g/files/upcbnu3446/files/2021-08/Academic-Problem-Solving-Flowchart-Binder.pdf>

**Resources at the Office of Faculty Development and Advancement**

(some of the resources are for students too)

<https://fda.fsu.edu/academic-resources>