



Florida State University
Department of Statistics
Spring 2019



STA 2023 / 0017: Fundamental Business Statistics

INSTRUCTOR INFORMATION:

Ms. Sneha Govande

- **Email:** sgovande@fsu.edu
- **Office Location:** OSB Room 210 - E
- **Office hours:** Monday, Wednesday 2.00 PM to 3.00 PM

COURSE INFORMATION:

- **Course name:** STA 2023 – Section 17: Fundamental Business Statistics
- **Class meetings:** Monday, Wednesday, Friday 9:05AM - 9:55AM
- **Location:** OSB 0110
- **Course link:** <https://canvas.fsu.edu/courses/73245>

COURSE DESCRIPTION:

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

Credit Hours: 3

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

The course covers statistical applications in business, involving graphical and numerical descriptions of data, data collection, correlation and simple linear regression, elementary probability, random variables, Binomial and Normal distributions, sampling distributions, and confidence intervals and hypothesis tests for a single sample.

The purpose of this course is to prepare students for further study and job preparation in the field of Business. It will emphasize understanding of data and interpretation of statistical analyses. It will require students to think of data, and report the results of their analyses, in context. Course website is available on Canvas (<https://fsu.instructure.com/>).

COURSE OBJECTIVES:

This course has been approved to meet FSU's Liberal Studies **Quantitative and Logical Thinking** requirements and is designed to help 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.

The above two competencies will be assessed in the Liberal Studies Quantitative Assessment for STA 2023, which includes a written summary of results.

(3) Use descriptive statistics and graphical methods to summarize data accurately.

(4) Use inferential statistics to make valid judgments based on the data available.

(5) Describe the goals of various statistical methodologies conceptually.

(6) Apply statistical techniques in the context of business processes, everyday life, and further studies in their discipline.

(7) Develop a healthy skepticism toward statistical studies and their results based on a sensible consideration of the techniques employed.

TEXTBOOK INFORMATION:

Textbook: The Practice of Statistics for Business and Economics, 4th ed. by Moore McCabe
Alwan Craig Duckworth

Publisher: W. H. Freeman

Purchasing the textbook is **NOT** mandatory.

REQUIRED MATERIALS:

- Classroom attendance and participation is important, and a student will be responsible for what was covered in a class even if he / she misses the class.
- A graphing calculator, preferably a TI-84. **Use of calculator is mandatory. Students should have a calculator with them at all times in the class starting week 2.**
- Access to Canvas course website. All the homework assignments and course material will be uploaded on the course website. Important announcements will be made via the course website as well. **It is a responsibility of the students to check the course websites for any updates every day. It is advised that students should turn on the applicable notification settings on your Canvas course site so that they don't miss anything.**

GRADING:**Grading Structure**

Graded Assignment	Percentage of Total Grade
Homework Assignments	15%
Liberal Studies Quantitative Assessment (LSQA)	5%
Exam 1	20%
Exam 2	25%
Exam 3(Final Exam)	25%
Attendance and class participation	10%

Homework Assignments

- Homework assignments will be announced on Canvas course website. Paper copy of the solutions are to be submitted in class.
- You can discuss the homework with your classmates, but each student must submit his/ her own work.
- Submissions will not be accepted more than a week after the submission date. 20% points will be deducted for any submission after the submission date.

LSQA

As noted in the course objectives, this course has been approved to meet FSU's Liberal Studies Quantitative and Logical Thinking requirements and is designed to help you become a critical analyst of quantitative and logical claims. Liberal Studies Quantitative Assessment (LSQA) will assess you for the first two course objectives.

The assessment will be administered during weeks 8-9 of the semester. The topics will be announced later.

Exams

- Exam schedule for the class is as follows –

	Time and day	Venue
Exam 1	Monday, February 11, 9.05 AM – 9.55 AM	OSB 0110
Exam 2	Wednesday, March 27, 9.05 AM – 9.55 AM	OSB 0110
Exam 3 (Final Exam)	Monday, April 29, 3.00 PM – 5.00 PM	TBA

- You will need to bring a calculator and writing material. Sharing or exchanging calculators during exam will not be allowed.
- You may also bring 1-page (one side) handwritten notes to use throughout the exam.
- Exams are mandatory for passing the course. A make up can be scheduled for missed exams. It is a responsibility of student to let the instructor know if he/ she is going to miss the exam, so that make up can be arranged.

Attendance and Class Participation

- Attendance will be taken randomly and unannounced throughout the semester.

- The document for an excused absence / religious holiday should be submitted via email or in person within one week of the missed class. The student will still be responsible for the material covered during his/ her absence.
- An appointment should be set up with me if you need to go through the material missed due to an excused absence / religious holiday.
- Opportunities for class participation will be provided throughout the semester during regular classes. Class participation activities via Canvas are also possible.
- Make-up opportunities for class participation, homework submission etc. will not be provided for unexcused absences.

FINAL COURSE GRADE STRUCTURE:

Final numerical score will be rounded up to the next integer and letter grade will be awarded based on this rounded up score.

A	100 % to 93.0%
A-	< 93.0 % to 90.0%
B+	< 90.0 % to 87.0%
B	< 87.0 % to 83.0%
B-	< 83.0 % to 80.0%
C+	< 80.0 % to 77.0%
C	< 77.0 % to 73.0%
C-	< 73.0 % to 70.0%
D+	< 70.0 % to 67.0%
D	< 67.0 % to 63.0%
D-	< 63.0 % to 60.0%
F	< 60.0 % to 0.0%

GRADING APPEAL POLICY:

If a student wishes to discuss the grade received in any particular assessment, he/ she should talk to me in person during office hours or by scheduling an appointment within a week of announcement of the grades on that assessment.

If no complaints are voiced within the above time frame, then it will be assumed that the grade is accepted.

EXCUSED ABSENCE MAKE-UP POLICY:

For excused absences other than religious holidays, student should submit the document supporting the reason for absence within a week of absence to avoid getting penalized in the form of attendance points or schedule the make up for the assignment. List of excused absences can be found under the University Attendance Policy below.

Religious holidays - It is University policy that "students shall, upon notifying their instructor within the first two weeks of the semester, be excused from

class to observe a religious work-restricted holy day of their faith". Students should send me an email within the first two weeks of the semester informing me that they will be absent due to a religious holiday.

CATCHING UP ON MISSED WORK:

If a student wishes to go through the work missed due to excused / unexcused absence with me, he / she can see me personally during office hours or by scheduling an appointment.

EXPECTATIONS REGARDING CLASSROOM CONDUCT:

To make the most of this course, one should

- Attend all the classes and be attentive in class.
- Go through the topics covered in class and practice numerical examples in spare time on your own.
- Complete the assignments in timely manner, preferably by yourself. If you ask for help from your friends or from me, make sure you understand the solution before you submit it.
- Study well for the quizzes, so that one is prepared for the exams in timely manner without much unnecessary stress
- Make sure to ask any doubts / questions one may have and discuss it with me till the point of clear understanding.

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.

FINAL EXAM RESCHEDULING POLICY:

You may not take the final exam before final exams week. Individual students who need to reschedule the final exam for a different time during final exams week will need to

- (i) talk to me about it first and get my permission to reschedule,
- (ii) fill out the "Request to Reschedule Final Examination" form at

<https://artsandsciences.fsu.edu/students/undergraduate/forms-requiring-deans-approval/rescheduling-final-examination> and take it to the Dean of Arts and Sciences office at 010 LON to get it approved, and

- (iii) bring the approved form back to me *by the last day of classes*.

If you experience a documented emergency that prevents you from observing the above deadline, contact me as soon as you are able to, and we'll take it from there.

SEXUAL MISCONDUCT AND TITLE IX REPORTING:

As an instructor, I am obliged to report all instances of sexual misconduct that I become aware of; 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/>), the University Counseling Center (<https://counseling.fsu.edu/>), the Employee Assistance Program (<https://eap.fsu.edu/>), or University Health Services (<https://uhs.fsu.edu/>).

UNIVERSITY POLICIES:**(1) 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 excuse. Consideration will also be given to students whose dependent children experience serious illness.

(2) Academic Honor Policy:

The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of students' 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>.)

(3) Americans With Disabilities Act:

Students with disabilities needing academic accommodation should:

- (1) register with and provide documentation to the Student Disability Resource Center; and
- (2) bring a letter to the instructor indicating the need for accommodation and what type.

Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from the Student Disability Resource Center has been provided.

This syllabus and other class materials are available in alternative format upon request.

For more information about services available to FSU students with disabilities, contact the:

Student Disability Resource Center

874 Traditions Way

108 Student Services Building

Florida State University

Tallahassee, FL 32306-4167

(850) 644-9566 (voice)

(850) 644-8504 (TDD)

sdrc@admin.fsu.edu

<http://www.disabilitycenter.fsu.edu/>

Tentative Pacing Schedule

Week 1 (Drop / add ends at 11:59 p.m. on Jan. 10)	7-Jan Classes Begin – Mandatory first day attendance	9-Jan	11-Jan
Week 2	14-Jan	16-Jan	18-Jan
Week 3	21-Jan MLK Jr Day – No classes	23-Jan	25-Jan
Week 4	28-Jan	30-Jan	1-Feb
Week 5	4-Feb	6-Feb	8-Feb
Week 6	11-Feb Exam 1	13-Feb	15-Feb
Week 7	18-Feb	20-Feb	22-Feb Last day to drop a course without receiving a grade
Week 8	25-Feb	27-Feb	1-Mar
Week 9	4-Mar	6-Mar	8-Mar

Week 10	11-Mar	13-Mar	15-Mar
Spring break	18-Mar	20-Mar	22-Mar
Week 11	25-Mar	27-Mar Exam 2	29-Mar
Week 12	2-Apr	3-Apr	5-Apr Deadline for late drop with dean's permission.
Week 13	9-Apr	10-Apr	12-Apr
Week 14	16-Apr	17-Apr	19-Apr
Week 15	23-Apr	24-Apr	26-Apr Last Day of Classes
Finals Week	29-Apr Final Exam (Exam 3)		