
	<p style="text-align: center;">DEPARTMENT OF STATISTICS STA 2023 Sections 01-13 SPRING 2021 FUNDAMENTAL BUSINESS STATISTICS 3 credit hours</p>	 <p style="text-align: center;">QUANTITATIVE AND LOGICAL THINKING</p>
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<p><b>Instructor:</b> Ms. Radha Bose <b>Email:</b> <a href="mailto:rbose@fsu.edu">rbose@fsu.edu</a> <b>Office Hours:</b> on Zoom, by appointment. Please email me to set up a meeting.</p> <p>TA names, email addresses and office hours are on the course Canvas in the Syllabus module.</p> <p>Please be aware that all Teaching Assistants (TAs) who have been assigned to work with this instructor will have access to your grades and academic accommodations information.</p> <p><b>We will not be using Honorlock.</b></p>	<p>The lecture part of this class will be taught <b>remotely</b> and <b>asynchronously</b> from Jan 6th to Apr 23rd through the use of lecture videos posted on Canvas (<a href="https://canvas.fsu.edu">canvas.fsu.edu</a>).</p> <p>The discussion part of this class will take place in classrooms, but will be entirely optional – <b>see the Preliminary Info announcement on the course Canvas</b>. Please check your class schedule for the discussion rooms and times. If you choose to utilize the classroom opportunity, then you will need to bring your own computer and follow the University’s health and safety guidelines such as wearing a mask and practicing social distancing.</p> <p>Final exam time assigned by the University: Monday April 19th at 3:00-5:00pm. <b>We will not have a cumulative final exam</b>, but our last quiz will be given during final exams week, and will be available for a period of time that includes the final exam time assigned by the University.</p>
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### 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.

### COURSE DESCRIPTION

**Prerequisite:** 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 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.

**LEARNING 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:

(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.

**REQUIRED MATERIALS**

- A personal computer, reliable internet connection, and Chrome or Firefox browser.

- A TI-84 Plus or equivalent calculator. 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. Instead, you will need to watch lecture videos and study the notes used in the videos.

**LECTURE VIDEOS**

Watching the lecture videos is equivalent to attending class and listening to lectures. We acknowledge that the lecture videos are not short, but remember that class time would have been 50 or 75 mins - not short either. On the bright side, however, you may pause the video at any time and return to it later - you would not have been able to do that with live lectures. Therefore, we fully expect you to watch the lecture videos in their entirety. Pause whenever you need to, but always be sure to return and finish watching the video.

Please note that the recorded lectures are the property of Florida State University and are made available only to the students enrolled in this class. Students are not permitted to share the recorded lectures with any other persons outside of this class. Copyrights of the recorded lectures are reserved by the instructor and Florida State University.

**OPTIONAL MATERIALS**

+ Paper, writing materials, and access to a printer.

OR

+ Tablet, so that you can make handwritten notes on a pdf document.

Ideally, it would aid your learning if you are able to fill in the blank notes yourself (on paper or on tablet) as you watch the lecture videos. But if you are unable to, you will still be able to do well in the class. I will post the filled-in notes that I use in the videos, so you will be able to review them after you watch the lecture videos.

**EMAIL & COMMUNICATION**

- ~ Please **turn on the course notifications on Canvas** by going to Account/Notifications and checking the *Notify me right away* option for all of the items under Course Activities.
- ~ We will communicate with you by sending emails to your [@my.fsu.edu](mailto:my.fsu.edu) account and posting announcements on the course website. **Please check your FSU email and the Canvas announcements every day.**
- ~ If you email us, please send from your [@my.fsu.edu](mailto:my.fsu.edu) account.
- ~ Please send assessment-related enquiries least 24 hours before the assessment is due.
- ~ Always **include your name and your TA's name** when you email us. If we need to know this information in order to answer your query and you have not provided it, you may not get a response.
- ~ You may expect a response to your email within two work days. But if you email us with an enquiry that was previously addressed in the syllabus, in a class email or in a course announcement, you may not get a response.

**ASSESSMENT AND GRADING**

We will allow absolutely no make-ups, no extra credit assignments, and in general, no opportunities for grade improvement, after the Last Day of Class, so please do your best during the term. Assessments that are not submitted will receive a grade of zero. When a makeup is submitted, the zero will be replaced with the earned grade. During assessments you are permitted to use any and all materials obtained from the course Canvas, including lecture videos, calculator videos, notes, exercises, etc.

**Note on Technology-dependent Assessments**

This course is heavily 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.**

**Your overall course grade will consist of the following:**

<b>Assessments (Due dates will be provided on Canvas.)</b>	<b>Weight</b>
<b>Open Quizzes (OQ):</b> <ul style="list-style-type: none"> <li>- collaboration is allowed and unlimited attempts are allowed for each quiz</li> <li>- the One-sample Confidence Intervals open quiz and the One-sample Hypothesis Tests open quiz cannot be dropped</li> <li>- of the other open quizzes, the lowest two percentage grades will be dropped</li> </ul>	<b>25%</b>
<b>Liberal Studies Quantitative Assessment (LSQA):</b> <ul style="list-style-type: none"> <li>- collaboration and internet sources (except the course Canvas) are <u>not permitted</u></li> <li>- cannot be dropped but 2 timed attempts are allowed</li> </ul>	<b>10%</b>
<b>Timed Quizzes (TQ):</b> <ul style="list-style-type: none"> <li>- collaboration and internet sources (except the course Canvas) are <u>not permitted</u></li> <li>- 2 timed attempts are allowed for each quiz</li> <li>- the One-sample Confidence Intervals timed quiz and the One-sample Hypothesis Tests timed quiz cannot be dropped</li> <li>- of the other timed quizzes, the lowest two percentage grades will be dropped</li> </ul>	<b>65%</b>
<b>Total</b>	<b>100%</b>

**Overall Course Grade**

Please ignore the grade totals or averages that you may see on the course website; they are not correct. In this class, we only store and display individual assessment grades on the course website, we do not do grade calculations there. All grades will be recorded as percentages, and these percentages (not points) will be used in your overall course grade calculation. Your letter grade will be selected from the table below after rounding the overall numerical course grade UP to the next higher whole number.

Numerical	Letter	Numerical	Letter	Numerical	Letter	Numerical	Letter	Numerical	Letter
≤59	F	67–69	D+	77–79	C+	87–89	B+	FSU does not award A+	
		63–66	D	73–76	C	83–86	B	≥93	A
		60–62	D-	70–72	C-	80–82	B-	90–92	A-

**Receiving a grade of “Incomplete”**

A request for a grade of “Incomplete” will

~ NOT be granted if you have completed the coursework, including the final quiz and excluding the allowable absences.

~ be granted only if both of the following conditions are satisfied:

- (1) the only assessment that you have yet to take is the final quiz, and
- (2) your overall average excluding the final quiz is a passing grade (70% or above).

**Grade Review**

If you believe that a correct answer was counted as incorrect on a quiz, **please email Radha about it within 24 hours after you submit the quiz.** If it turns out that your answer was correct, you will be given credit for it. Also, here is a flowchart for resolving academic problems, should you find that you need it:

[https://fda.fsu.edu/sites/g/files/upcbnu636/files/Media/Files/General%20Academic%20Appeals/Academic\\_Problem-Solving\\_Flowchart\\_Binder\\_Oct-2020.pdf](https://fda.fsu.edu/sites/g/files/upcbnu636/files/Media/Files/General%20Academic%20Appeals/Academic_Problem-Solving_Flowchart_Binder_Oct-2020.pdf).

**How to complete this class successfully****For each topic:**

- ~ watch the relevant lecture videos and calculator videos (if any),
- ~ if you are able to, fill in the blank notes (on paper or on tablet) as you watch the lectures,
- ~ study thoroughly the information and examples in the filled-in class notes – be aware that the notes are incomplete without the filled-in examples,
- ~ attempt the relevant Open Quiz,
- ~ do all of the try-on-your-own exercises in the notes,
- ~ do all of the extra/investigative exercises posted with the notes,
- ~ study the solutions even if you get the answers right because the solutions can provide insights to the problems,
- ~ make sure you know how to use your calculator appropriately,
- ~ go back and finish up the relevant Open Quiz, then
- ~ take the relevant Timed Quiz.

**Remember that you can email us or come to office hours if you need help.**

**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/Academics/Academic-Honor-Policy>)

**ATTENDANCE, ABSENCE AND DROP/WITHDRAWAL**

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

~ First-day attendance will be taken electronically on the course website.

~ You are expected to adhere to all assessment deadlines.

~ Lack of future planning, or mismanagement of time and other resources, are not acceptable reasons for missing assessment deadlines.

~ Bear in mind that the opportunities presented in this class are made equally available to all students in the class and it is up to each individual to make the most of these opportunities.

~ In the interests of fairness, we will not do for one student what we cannot do for all students who are likely to request the same.

~ Documentation for missing assessment deadlines will not be accepted after the Last Day of Class.

**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.

**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 get it approved by the Dean of Arts and Sciences office,

and

- (iii) let me have the approved form 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 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/>), the University Counseling Center (<https://counseling.fsu.edu/>), the Employee Assistance Program (<https://eap.fsu.edu/>), University Health Services (<https://uhs.fsu.edu/>), or pastoral counselors.

**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 <a href="https://dsst.fsu.edu/vap">https://dsst.fsu.edu/vap</a>	University Counseling Center Askew Student Life Center, 2nd floor 942 Learning Way (850) 644-8255 <a href="https://counseling.fsu.edu/">https://counseling.fsu.edu/</a>	University Health Services Health and Wellness Center (850) 644-6230 <a href="https://uhs.fsu.edu/">https://uhs.fsu.edu/</a>
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**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 accommodations for all persons with disabilities in a manner that is consistent with academic standards of the course while empowering the student to meet integral requirements of the course.

To receive academic accommodations, a student:

- (1) must register with and provide documentation to the Office of Accessibility Services (OAS);
- (2) must provide a letter from OAS to the instructor indicating the need for accommodation and what type; and,
- (3) should communicate with the instructor, as needed, to discuss recommended accommodations. A request for a meeting may be initiated by the student or the instructor.

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 alternative format upon request.

For 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 verification is received. Academic accommodations are not retroactive, so they will not apply to lectures/lessons and assessments that took place before verification was received.