

Fall 2024

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: Fall 2024

Name: Fundamental Business Statistics

Code: STA 2023

Sections: 31

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: F2F

Class Meeting Days, Times, Locations: classes will meet Aug 26 to Dec 6 on Monday, Wednesday Friday from 9:20pm-10:10pm in OSB 110

Final Exam Day & Time: Week of Sunday Dec 8th.

Students will need to follow the University's current health and safety guidelines when they attend class.

Please note that, for each class period, if no students show up within the first 15 minutes, or if there is ever a 15-minute stretch of time when no students are present, then the rest of the period will be cancelled. The next lesson will begin where the cancelled period would have left off, and the next assessment will include the material that would have been taught in the cancelled period.

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 Dr. Samantha Tackett, who may reach out to you via email or phone. She 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. If you would like to contact Dr. Samantha Tackett directly, please use the information below:

Email: stackett@fsu.edu, Phone: 850-645-4047, Office: William Johnston Building G015B

Instructor Information

Name: Adam Heiss

Email: ah22bf@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: I will hold office hours from 10:30-11:30AM on Monday and Wednesday throughout the semester. These will be in my office at 331 OSB, please reach out to me if you need help finding my office.

In addition, I will try and make myself available for 10-15 minutes before and after each class to answer questions, though I cannot guarantee this time. If you are unable to meet at any of these times, please email me to set up an appointment.

Grader Information

Name: Won Hee Kim

Email: wk22d@fsu.edu

Office Hours & Locations: Will hold office hours from 1:00-2:00pm on Mondays throughout the semester. They will be in OSB 329. If you are unable to meet at this time, please send an 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

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 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.

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.

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 allow extensions on due dates 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 receive any extensions on due dates during the last two weeks of classes.

Grades

- 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/makeup 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 frame, then it will be assumed that the grade is accepted and subsequent requests for a grade review may not be granted.
- Grade structure:

Component	Percentage Weight
QLT Assessment	10%
Quizzes	65%
Participation	25%
Total	100%

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 student learning outcomes (these are the first two student learning outcomes listed on the syllabus). The QLT Assessment grades, broken down by student learning outcome, will be reported to the CoreFSU committee, to be used in their evaluation of how well the student learning outcomes 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 open-book online quiz graded for accuracy; two timed attempts will be allowed; collaboration is not permitted; no internet sources are allowed apart from the course Canvas. The correct answers will not be published.

Quizzes:

The quizzes will be open book/note and graded for accuracy. They will be available online on Canvas a few days after the final lecture on the topic. Two timed attempts permitted while the quiz is available. Questions that need to be graded manually will be graded after the quiz closes and will be graded in the 2 days following the quiz, no extensions are granted during this time. Collaboration and internet sources (except the course Canvas and online calculators) are not permitted, including the use of AI (artificial intelligence). Quiz grades will not be dropped but due dates will be extended if warranted, however, if extended due dates are repeatedly missed, I reserve the right to stop the extensions. Missed quizzes must be made up in ascending numerical order and the final quiz will be made available during final exam week.

Participation:

This consists of participating in class. This includes attending class, completing the practice exercises and practice quizzes, as well as completing the graded quizzes on time. This work will be done both in and outside of class. Students who have an attendance accommodation certified by the OAS will be allowed to recover credit as described above whenever they are absent due to their disability. Please discuss disability-related absences with me as soon as possible after the absence.

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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A request for a grade of "Incomplete" will

~ not be granted if you have completed the coursework, including the assessments that cannot be dropped and excluding the drops and 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 assessment, and

(2) your overall average excluding the final assessment is a passing grade (70% or above).

Week of Sunday:	Monday	Wednesday	Friday
1: August 25 th	Syllabus	Preliminary Definitions	Quiz 1
2: September 1 st	Labor Day – No Class	Frequency Tables & Graphs	Frequency Tables & Graphs
3: September 8 th	Quiz 2	Summary Statistics	Summary Statistics
4: September 15 th	Summary Statistics	Quiz 3	Simple Linear Regression
5: September 22 nd	Simple Linear Regression	Quiz 4	Probability
6: September 29 th	Probability	Probability	Quiz 5
7: October 6 th	Random Variables	Random Variables	Random Variables/ Binomial Distribution
8: October 13 th	Binomial Distributions	Quiz 6	Normal Distributions
9: October 20 th	Normal Distributions	Normal Distributions	Quiz 7
10: October 27 th	Central Limit Theorem	Central Limit Theorem	Central Limit Theorem
11: November 3 rd	Quiz 8	Confidence Intervals for Mu	Confidence Intervals for Mu
12: November 10 th	Veterans Day – No Class	Confidence Intervals for Mu	Quiz 9
13: November 17 th	Hypothesis Tests for Mu	Hypothesis Tests for Mu	Hypothesis Tests for Mu
14: November 24 th	Quiz 10	Thanksgiving – No Class	Thanksgiving – No Class
15: December 1 st	Confidence Intervals for p	Confidence Intervals for p	Hypothesis Tests for p
16: December 8 th	Final Exam Week – Quiz 11		

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.

Attendance is expected at all class meetings, regardless of whether there is a grade associated with attendance or not. While I will post completed course notes on Canvas, the notes are not intended to be a textbook and there will inevitably be information conveyed face-to-face in class that will not be reflected in the notes.

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

<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.

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://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fda.fsu.edu%2Fsites%2Fg%2Ffiles%2Fupcbnu636%2Ffiles%2FMedia%2FFiles%2FFall-2021-Guidance%2FFAQ_STUDENTS_HB%2520233.pdf&data=05%7C02%7Cah22bf%40fsu.edu%7C1420818e6c9544d61dc708dcb499018f%7Ca36450ebdb0642a78d1b026719f701e3%7C0%7C0%7C638583816446504777%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C0%7C%7C%7C&sdata=%2BbKo0EILLOv6CSz%2FBHIZxgZUdxxD5l7AJgOkDvnNGdA%3D&reserved=0

Guide to resolving academic problems

<https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fprovost.fsu.edu%2Fsites%2Fg%2Ffiles%2Fupcbnu3446%2Ffiles%2F2021-08%2FAcademic-Problem-Solving-Flowchart-Binder.pdf&data=05%7C02%7Cah22bf%40fsu.edu%7C1420818e6c9544d61dc708dcb499018f%7Ca36450ebdb0642a78d1b026719f701e3%7C0%7C0%7C638583816446494727%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C0%7C%7C%7C&sdata=sKmCJRAGeRIRcUAbKaQfQkCkly8pZsWANIt441fGgHo%3D&reserved=0>

Resources from the Office of Faculty Development and Advancement

<https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fda.fsu.edu%2Facademic-resources&data=05%7C02%7Cah22bf%40fsu.edu%7C1420818e6c9544d61dc708dcb499018f%7Ca36450ebdb0642a78d1b026719f701e3%7C0%7C0%7C638583816446516624%7CUnknown%7CTWFpbGZsb3d8eyJWIjoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C0%7C%7C%7C&sdata=9Y6FPdsyGPshQsYVnDiR%2BRUJ5%2B3gU0s684MAI0eizuQ%3D&reserved=0>