RELIMINARY SYLLABUS, SUBJECT TO CHANGE
Economics 3402-N01: Statistics for Business I (Online)

Instructor
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Office Hours
Face-to-face (RCOB 1303):       Tuesdays:   7:30-11:00AM
                               Thursdays:  7:30-9:30AM
Online office hours:                     Tuesdays & Thursdays:  7:30-9:30AM

To get in touch with me during online office hours send an email to
hpatron@westga.edu. If needed, we can then log into the chat room on
CourseDen.

Course Information:
This class is fully online. You will find videos, readings, tutorials and quizzes in
CourseDen (D2L).

We will have a proctored final exam (additional fees apply). You need to
register with the Carrollton or Newnan campus testing centers to schedule
your final exam. There are other locations across Georgia and the U.S. that
may work better for you. Please check with the Distance Learning Center for
all available options. The following dates are available for you to schedule
your exam at the Carrollton testing center:

  • TBD

The following dates are available in Newnan:

  • TBD

You need to bring a calculator to the test. The calculator must, at the very
least allow you to raise numbers to various powers and take all kinds of roots.
A statistical calculator (TI83 or TI 84) would be preferable.
Proctored Exam Instructions for Online Students

Call and sign up for a proctored test at any of the following sites. You will need to provide your name, the date in which you plan to take the test (check your syllabus or ask your instructor for acceptable dates), and the name of your instructor or course name.

The University of West Georgia Testing Center in Carrollton

Testing Official: Francie Taylor
University of West Georgia
114 Strozier Hall
Carrollton, GA 30118
678-839-6435
Test Fee: $15

The University of West Georgia Testing Center in Newnan

Testing Official: Rebecca Smith or Teri Lewis
University of West Georgia- NEWNAN
7 Solar Circle
Newnan, GA 30265
(770) 254-7280
Test Fee: $15

Course Description: In this course we study basic statistics concepts and emphasize their applications to business environments. The various topics include methods of presenting data, probability theory and distribution, central tendency and dispersion measures, hypothesis testing, and linear regression.

Prerequisites: MAT111 or MATH 1113, CISM 2201 and a 2.0 minimum GPA.
You also need to have access to a computer and you must have access to the internet.

**Textbook:** There is no required textbook for this class. Any statistics textbook will have the material we will cover. There is even a free textbook in Openstax college that works fine:


However, if you decide to purchase a book, I recommend Lind Marshall’s *Statistical Techniques in Business and Economics* from McGraw Hill. Since this is the book that is used by UWG instructors in Econ 3406, you might want to purchase access to this book so you can use it next semester in Econ 3406 as well.

**Course Objectives and Learning Outcomes:** The overall goal of this course is to give students a more comprehensive overview of the U.S. and the global economy. To this end, upon completion of the course you should be able to:

1. Construct and interpret tabular and graphical methods of presenting qualitative and quantitative data. (LG2, LG3, LG10)

2. Construct and interpret summary numerical measures of location, variability, and association for the sample and the population. (LG2, LG3, LG10)

3. Apply basic probability concepts, expected value, and variance to a variety of business applications (LG2, LG6, LG10)

4. Use discrete and continuous probability distributions and sampling distributions in a variety of business applications (LG2, LG3, LG6, LG10)

5. Construct and interpret interval estimates and hypothesis tests (LG2)

6. Estimate regression models, evaluate the results of regression models, and use the results for prediction and forecasting (LG2, LG3, LG6, LG10)

7. Use Microsoft Excel to generate descriptive statistics and perform regression and correlation analysis (LG2, LG3, LG6, LG10)
Note: A complete list of expected learning goals (LG) for the Economics Department can be found at the department web site (http://www.westga.edu/econ/index_12904.php).

**Attendance Policy:** You have to attend the final exam. You also have to login to D2L every day, and complete all assignments within the assigned deadline.

**Grading:** We will have one cumulative final exam worth 20%. The exam will have multiple choice questions. You need to register with the Carrollton or Newnan campus testing centers to schedule your final exam (see above).

All other assignments will be delivered and completed online through Coursedden. These assignments are worth a combined 80%. Quizzes consist of multiple choice questions. They are timed (usually 60 minutes). Once you click "Begin quiz", you have 60 minutes to complete the quiz. Time runs continuously, even you leave the quiz and come back later. The quizzes are due on the following dates and times:

- Quiz # 1: due by 11:00PM on Thursday, August 18.
- Quiz # 2: due by 11:00PM on Thursday, August 25.
- Quiz # 3: due by 11:00PM on Thursday, September 8.
- Quiz # 4: due by 11:00PM on Thursday, September 22.
- Quiz # 5: due by 11:00PM on Thursday, September 29.
- Quiz # 6: due by 11:00PM on Thursday, October 13.
- Quiz # 7: due by 11:00PM on Thursday, October 20.
- Quiz # 8: due by 11:00PM on Thursday, October 27.
- Quiz # 9: due by 11:00PM on Thursday, November 3.
- Quiz # 10: due by 11:00PM on Thursday, November 10. *
* We will have an optional review session on Thursday, November 10 at 8 AM so you can ask questions before the face-to-face exam.

If you miss a test or online assignment you will have to provide a valid excuse in writing (doctor's excuse). I will not give make up quizzes or tests. Only verifiable doctor's excuses will be considered as valid excuses for missing a quiz or test. The excuse must encompass the complete time span that the assignment is available. All excuses will be verified. (Vacations, weddings, and other social events are not valid excuses).

I will drop the lowest quiz score. When you see the list of quizzes on courseden, you will see that one quiz says “dropped”. I have been unable to change the setting so that courseden doesn’t randomly tell you that it is dropping a quiz that you haven’t even taken. Please ignore this. I will drop the lowest quiz AT THE END OF THE SEMESTER.

No extra-credit opportunities will be offered.

If you have any questions, concerns, complaints, etc. about your grade you MUST bring it to my attention within 48 of the posting date. You cannot wait until the end of the semester to argue about missing grades, or other problems (48 hours from publication date).

**Grading Scale**
A: 90% or higher  
B: 80% to 89.9999%  
C: 70% to 79.9999%  
D: 60% to 69.9999%  
F: Less than 60%

Note: an 89.9% is a B!

No extra credit opportunities will be offered!

**Credit Hour Policy (3 credit hours):** For approximately fifteen weeks, students in this class will generally spend 150 minutes with direct online faculty instruction (including Power Point presentations, class notes, case
studies, videos, applets, discussion boards, review sessions) and work about 360 minutes on additional assignments (without direct faculty instruction) each week. Additional assignments may include, but are not limited to, quizzes, projects, group work, research, and test preparation.

Academic Integrity: At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student’s conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student’s account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions.

Academic dishonesty as described by the Honor Code will not be tolerated. Any such actions will result in a score of zero on the associated assignment(s) and/or dismissal from the course with a grade of F.

Affirmative Action: University of West Georgia adheres to affirmative action policies to promote diversity and equal opportunity for all faculty and students.

Americans with Disabilities Act: Students with a documented disability may
work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given.

**Equal Opportunity:** No person shall, on the grounds of race, color, sex, religion, creed, national origin, age, or disability, be excluded from employment or participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted by UWG.

**UWG Email Policy:** University of West Georgia students are provided a MyUWG e-mail account. The University considers his account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email.

**Students Rights and Responsibilities:** Please carefully review the information at the following link: (http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Syllabi.pdf) .

Disclaimer: The instructor reserves the right to change this syllabus at anytime during the semester. Any changes will be announced in writing.