ECONOMICS 3402 SECTION N-01 (FALL 2017)
STATISTICS FOR BUSINESS I

INSTRUCTOR
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OFFICE HOURS
Face-to-face (RCOB 1311): Tuesdays & Thursdays: 7:30AM-10:30AM
Online office hours: Monday through Thursday: 8:00AM-10:00AM

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 may apply). You can take the exam with me (on any of the dates listed below), free of charge, or 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 to take the test with me:

Tuesday, November 14th at 9:30 AM
Tuesday, November 28th at 9:30 AM

The following dates are available for you to schedule your exam at the Carrollton testing center:

Wednesday, November 15th at 1:30 PM
Wednesday, November 29th at 1:30 PM

The following dates are available in Newnan:

Monday, November 13th at 1:00 PM

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: Meredith N. Ledbetter
University of West Georgia- NEWNAN
7 Solar Circle
Newnan, GA 30265
(770) 254-7279
Test Fee: $15.

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
No textbook required. I will provide readings and videos on courseden.

COURSE OBJECTIVES AND LEARNING OUTCOMES
(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 face-to-face final exam. You also have to login to D2L every day, and complete all assignments within the assigned deadline.

EXAMS AND ASSIGNMENTS
We will have one face-to-face exam worth 20% of your grade. The exam will be multiple choice. You need to bring a calculator and pencil.

All other assignments will be delivered and completed online through Courseden. 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 17th |
| Quiz # 2: due by 11:00PM on Thursday, August 24th |
| Quiz # 3: due by 11:00PM on Thursday, August 31st |
| Quiz # 4: due by 11:00PM on Thursday, September 21st |
| Quiz # 5: due by 11:00PM on Thursday, September 28th |
| Quiz # 6: due by 11:00PM on Thursday, October 12th |
| Quiz # 7: due by 11:00PM on Thursday, October 26th |
| Quiz # 8: due by 11:00PM on Thursday, November 2nd |
| Quiz # 9: due by 11:00PM on Thursday, November 9th |
| Quiz # 10: due by 11:00PM on Thursday, December 7th |

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.

No make-ups will given under any circumstances. Deadlines will not be moved under any circumstances. You are responsible for completing the assignment by the deadline.

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!

ACADEMIC SUPPORT
Accessibility Services: 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. For more information, please contact Accessibility Services.

Center for Academic Success: The Center for Academic Success provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu

University Writing Center: The University Writing Center assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu

ONLINE COURSES
UWG takes students’ privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online site.

Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide.

If a student is experiencing distress and needs help, please see the resources available at the UWG Cares site. Online counseling is also available for online students.

HONOR CODE
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. For more information on the University of West Georgia Honor Code, please see the Student Handbook.

UWG EMAIL POLICY
University of West Georgia students are provided a MyUWG e-mail account. The University considers this 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.

CREDIT HOUR POLICY
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.

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

HB 280 (Campus Carry)
UWG follows University System of Georgia (USG) guidance: http://www.usg.edu/hb280/additional_information# You may also visit our website for help with USG Guidance: https://www.westga.edu/police/campus-carry.php