Professor:	Dr. Krista Cohlmia
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Webpage:	http://www.odessa.edu/dept/math/kcohlmia
Office Hours:	MTWTH 11:00AM-Noon
	MW 1:30PM-2:30PM
	TTH 8:30AM-9:30AM

Welcome to Business Statistics! This sheet will tell you about the course, including subject matter, homework, quizzes, exams and term grade. Almost all of your questions about the course can be answered by reading this handout. If anything is unclear, please do not hesitate to ask for clarification. ***Good Luck!!!***

Subject Matter
Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals, and hypothesis testing. Use of appropriate technology is recommended.

Learning Outcomes
Upon successful completion of this course, students will:
1. Explain the use of data collection and statistics as tools to reach reasonable conclusions.
2. Recognize, examine, and interpret the basic principles of describing and presenting data.
3. Compute and interpret empirical and theoretical probabilities using the rules of probabilities
and combinatorics.
4. Explain the role of probability in statistics.
5. Examine, analyze, and compare various sampling distributions for both discrete and
continuous random variables.
6. Describe and compute confidence intervals.
7. Solve linear regression and correlation problems.
8. Perform hypothesis testing using statistical methods.

Required Materials
Textbook: Statistics for Business and Economics by McClave, Benson and Sincich, 11th Edition, Prentice Hall, 2011.
Software: MyMathLab (CourseID: cohlmia75039)
Supplies: Pencil, Paper, Scientific Calculator

Term Grade
Your term grade will be determined according to the following distribution:

	Quizzes	Labs	Exams 1-3	Final Exam
Percentage	15	15	15% total or 45% each	25
Drops	2	1	0	0

Quizzes will be given weekly on Wednesdays and will consist of previously assigned homework problems. As indicated above, your two (2) lowest quiz grades will be dropped before computing your term grade. ***There are no make-ups for missed quizzes***. The online portion of this course will consist of labs that will compliment that lecture material. There are 3 midterm exams scheduled. The final will be *comprehensive,* and it cannot be dropped. The final is scheduled for Monday, May 13 from 11:00 AM – 1:30 PM. Anyone who does not take the final exam will receive an F for the course.

Percentage (%)	Grade
90-100	A
80-89.9	B
70-79.9	C
60-69.9	D
Below 60	F

Homework
Homework will be assigned at the end of each class. Although homework will not be collected or graded, it is in your best interest to complete the assignments, as each of these problems is fair game for quiz questions. If you do your homework, you will have seen the quiz problems in advance.

Attendance
Although attendance is not factored into your term grade, attendance will be taken at the beginning of each class period.

Conduct
All students will be expected to abide by the Odessa College Code of Classroom Etiquette. I have provided a copy for you. If you fail to abide by these rules, you will be asked to leave the classroom or be removed completely from the class. A further list of class rules can be found on the class website. This is titled the *Understanding Sheet*, and it can be found on our course website at http://www.odessa.edu/dept/math/kcohlmia. Your signature on this page will be your first quiz grade in the class.

Cheating
Cheating is not tolerated in this class. The first time you are caught cheating, you will receive a 0 for that assignment. The second time you are caught cheating, you will be removed from the class permanently and receive an F for the course. If you are caught allowing someone to cheat from your work, the same punishment applies as that of the cheater.

Tutoring
Tutoring is available through the OC MATH Lab. Their hours are MTWTH 8:30AM-8:30PM, F 8:30AM-1:00PM, and Sunday 2:00PM-5:00PM.

Special Needs
Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Learning Resource Center (The Library)
The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian" service provide additional help.

Student Email
Please access your Odessa College Student E-mail, by following the link to either set up or update your account: http://www.odessa.edu/gmail/. **All correspondence will be submitted using your Odessa College email.**

Technical Support
For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Important School Policies
For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or students' and instructors' right to academic freedom can be found in the Odessa College Student Handbook.

Student Retention
The Odessa College Student Success Coaches will help you stay focused and on track to complete your educational goals. If an instructor sees that you might need additional help or success coaching, he or she may submit a Retention Alert or a Starfish Alert. A Student Success Coach will contact you to work toward a solution.

Date	Day	Sections	Homework
23-Jan	W	1.1-1.5	1.17 & 1.19
		1.6	App. Ex 1.1, 1.15, 1.27, 1.31
		1.7	No HW
28-Jan	M	2.1	2.1, 2.3, 2.7, 2.13
		2.2	2.19, 2.21, 2.25, 2.27
30-Jan	W	2.3	2.33, 2.35
		2.4	2.37, 2.39, 2.41, 2.45, 2.47
		2.5	2.57ac, 2.59bc, 2.63, 2.65
4-Feb	M	2.6	2.71, 2.77, 2.79, 2.83
		2.7	2.89, 2.91, 2.93, 2.97
		2.8	2.103, 2.105, 2.109
6-Feb	W	2.9	2.117
		2.1	2.151
11-Feb	M	Review	Study for Exam 1
13-Feb	W	Exam 1	No Assignment
		3.1	
18-Feb	M	3.2	3.1, 3.3, 3.5, 3.7, 3.9, 3.11, 3.17
		3.3	3.27-3.43 odd
		3.4	3.57, 3.61, 3.65, 3.67, 3.71
20-Feb	W	3.5	
		3.6	3.59, 3.63, 3.67, 3.69
25-Feb	M	3.7	3.77, 3.79, 3.81
		3.8	3.85,3.87,3.89
		4.1	4.1, 4.3, 4.7, 4.9
27-Feb	W	4.2	Continued in the next class
		4.2	4.13, 4.17, 4.19, 4.21, 4.31
4-Mar	M	4.3	4.39-4.49 odd
		4.5	No homework in section 4.5
6-Mar	W	4.6	4.79-4.91 odd, 4.95-4.103 odd
		4.7	4.107-4.113 odd
18-Mar	M	4.1	No Homework
		4.11	4.165, 4.169-4.177 odd
		Review	Study for Exam 2
			Practice Exam
20-Mar	W		Practice Exam Solutions
25-Mar	M	Exam 2	No Assignment
27-Mar	W		
		5.1	No Homework
		5.2	5.1, 5.3, 5.5, 5.11, 5.13
1-Apr	M	5.3	5.21-5.31 odd

		5.4	5.37, 5.43-5.49 odd
3-Apr	W	5.5	5.57-5.69 odd
		6.1	No Homework
		6.2	6.9-6.15 odd
8-Apr	M	6.3	6.21-6.25 odd, 6.29
		6.4	6.35,.37,.39,.45,.47
10-Apr	W	6.5	6.51,.53,.55,.57,.59
		6.6	6.69,.71,.73,.77
		7.1	No Homework
15-Apr	M	7.2	7.3,.5,.7,.11,.13,.15,.21
		7.2 (cont)	7.3,.5,.7,.11,.13,.15,.21
17-Apr	W	7.3	7.25,.27,.29,.35,.37
22-Apr	M	7.3 (cont)	7.25,.27,.29,.35,.37
24-Apr	W	7.4	
		10.1	No Homework
29-Apr	M	10.2	10.13,15,17,23
		10.3	10.25-10.31 odd
1-May	W	10.5 & review for Exam 3	10.57xd,.61,.63
6-May	M	Exam 3	No Assignment
8-May	W	Review for Final Exam	Study for Final
5/13/2013 Monday 11:00AM-1:30PM			

Expectations for Engagement – Face to Face Learning
To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will provide my contact information at the beginning of the syllabus; respond to all messages in a timely manner through telephone, email, or next classroom contact; and, notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.

2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will provide clear information about grading policies and assignment requirements in the course syllabus, and communicate any changes to assignments and/or to the course calendar to students as quickly as possible.

3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will return classroom activities and homework within one week of the due date and provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable; recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and, understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.

2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to, missing class when a major test is planned or a major assignment is due; having trouble submitting assignments; dealing with a traumatic personal event; and, having my work or childcare schedule changed so that my classroom attendance is affected.

3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will seek out help from my instructor and/or from tutors; ask questions if I don't understand; and, attend class regularly to keep up with assignments and announcements.