SYLLABUS

MGMT 3013- Business Statistics-Z01
Summer 2020

Department: Management & Marketing || College of: Business || Accrediting Body: AACSB

Instructor: Dr. Mohammed T. Hussein
Section # and CRN: Z01 & 329328
Office Location: Virtual
Office Phone: (936)261-9230
Email Address: mhussein@pvamu.edu
Office Hours: Virtual on ZOOM TR 2:00 -3:00 pm
https://pvpanther.zoom.us/j/93485640658?pwd=QS81aU1qckswb1oyZ2xCajd5NHBBQT09
Meeting ID: 934 8564 0658
Password: 594925

Mode of Instruction: On-line
Course Location: On-line
Class Days & Times: Virtual
Catalog Description: Statistical concepts, collection and presentation of data, measures of central tendency and dispersion, index numbers, probability concepts, probability distributions, sampling and linear regression.

Prerequisites: MATH 1153 (Finite Math) or Equivalent and junior/senior classification.
Co-requisites: None

Authors: Anderson, D. R., Sweeney, D.J. and Williams, T.A.

Recommended Texts: Any related book can be used as a good reference

Student Learning Outcomes:

<table>
<thead>
<tr>
<th>Program Learning Outcome # Alignment</th>
<th>Core Curriculum Outcome Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>BBA 1</td>
<td>CT</td>
</tr>
<tr>
<td>BBA 3</td>
<td>EQS</td>
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</tbody>
</table>

Upon successful completion of this course, students will be able to:

1. Apply the basic detentions and concepts of Business Statistics
2. Apply the basic concepts of probability.

[NOTE: BEGIN each outcome with a VERB]:
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>3</td>
<td><strong>Apply the concepts of statistical inference to business data.</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Calculate and interpret probability values for a general discrete distribution, binomial distribution and normal distribution.</strong></td>
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<tr>
<td>5</td>
<td><strong>Understand and apply sampling and sampling distribution.</strong></td>
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<tr>
<td>6</td>
<td><strong>Construct and interpret confidence intervals.</strong></td>
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<tr>
<td>7</td>
<td><strong>Do one-tailed and two-tailed hypothesis tests.</strong></td>
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<tr>
<td>8</td>
<td><strong>Apply and interpret the results of regression analysis and analysis of variance.</strong></td>
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</tbody>
</table>

### Major Course Requirements

#### Method of Determining Final Course Grade

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

- **Assignments & activities**: 40%
- **Exam 1**: 20%
- **Exam 2**: 20%
- **Final Exam**: 20%

**Grading**

- **A**: 90% +
- **B**: 80-89%
- **C**: 70-79%
- **D**: 60-69%

The instructor may “scale” grades up. The instructor may also adjust individual grades down in the following cases: 1) Cases of academic dishonesty; 2) Other improper student behavior.

### Important Days:

- Last day to drop a course without academic record: May 29, 2020
- Last day to drop course(s) with “W” record: 06/26/2020
- **Final Exam is on Friday June 26 (Chapters 8,9,12&13)**

### The Use Of eCourses

Students are expected to use eCourses regularly for course materials, such as PowerPoint slides, class lecture notes, and class announcements. Failing to learn how to use eCourses might result in missing class information. Students need to take the responsibility to obtain adequate proficiency using eCourses.
# Course Calendar *

## Tentative Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics</th>
<th>Chapters</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 26 - Week 1</td>
<td>Introduction, Data &amp; Statistics, [Activity 1- Pre-assessment] [Assignment 1]</td>
<td>1</td>
</tr>
<tr>
<td>May 27-29 Week 1</td>
<td>Chapter 2, Part A Descriptive Statistics: Tabular and Graphical Presentations [Assignment 2]</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Chapter 2, Part B Descriptive Statistics: Tabular and Graphical Presentations</td>
<td></td>
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<tr>
<td>June 1-2 Week 2</td>
<td>Chapter 3, Part A Descriptive Statistics: Numerical Measures [Assignment 3] [Assignment 4]</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Chapter 3, Part B Descriptive Statistics: Numerical Measures [Assignment 5] [Assignment 6]</td>
<td></td>
</tr>
<tr>
<td>June 3-5 - Week 2</td>
<td>Chapter 4 Introduction to Probability [Assignment 5] [Assignment 6]</td>
<td>4,5</td>
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<tr>
<td></td>
<td>Discrete Probability &amp; Probability Distribution</td>
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<tr>
<td>June 08-09 Week 3</td>
<td>Exam I Continuous Probability &amp; Probability Distribution</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Continuous Probability &amp; Probability Distribution (continued)</td>
<td></td>
</tr>
<tr>
<td>June 10-12 Week 3</td>
<td>Continuous Probability &amp; Probability Distribution (continued)</td>
<td>6,7</td>
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<td></td>
<td>[Assignment 7] [Assignment 8] [Assignment 9]</td>
<td></td>
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<tr>
<td>June 17 - Week 4</td>
<td>Interval Estimation [Assignment 10]</td>
<td>8</td>
</tr>
<tr>
<td>June 18-Week 4</td>
<td>Exam II Hypothesis Testing</td>
<td>9</td>
</tr>
<tr>
<td>Date</td>
<td>Topic</td>
<td>Assignment(s)</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
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</tbody>
</table>
| June 19 - Week 4 | Hypothesis Testing  | Assignment 11  
Assignment 12 | 9            |
| June 26 - Week 5  | Simple Regression Analysis                |                         | 12          |
| June 27 - Week 5  | Simple Regression Analysis                | Assignment 13            | 12          |
| June 28 – Week 5  | Multiple Regression Analysis              | Assignment 14  
Activity 2- Post-assessment | 13          |
| June 29 – Week 5  | On-Line Final Exam                        |                         |             |

*Changes to this schedule are at the discretion of the instructor. Students will be informed of these changes in class and/or posted on the class web page.

**Course Procedures:**

Online instruction is the dominant format for the class. Students are expected to read assigned materials and complete assignments by due dates. Opportunities will be provided to students throughout the semester to ask questions on materials that they do not understand or need further elaboration. Students will be required to participate in on-line homework and assignments will tend to focus on “how to” aspects of the learning objectives.

All homework assignments will need to be submitted on time. **It is the student’s responsibility to obtain all missed information from an on-line absence.** This includes any assigned homework or announced changes in exam dates, etc. No makeup examination will be allowed. If anyone misses any tests, a score of zero will be added to the cumulative points earned up to that point in time. **Cheating will not be tolerated in this course.** Without exception, those who are suspected of cheating, even if determined retroactively in this course, will be given an “F” for the course and will be prosecuted to the maximum extent. It will result in discipline at the University level that will likely to include suspension or termination from our program.

**All exams will be conducted on-line but in a proctored environment.** Meaning, students cannot take the exams on their own without any supervision. All tests will be administered through the test proctoring service of “Examity” which will proctor the tests electronically while the student is at a location of his or her choice. Testing through “Examity” is free of charge but students have to pay a fee, only, if he/she registers less than 24 hours before a test. Registrations is required for the tests. To register for the tests via Examity, students should follow the labeled link on the eCourses of this course’s main page. **Also be aware that students choosing to test through Examity will be required to obtain an additional elevated WebCam that meets certain specifications.** See the "Additional
Requirements for Testing through Examity section below for further detail. Exams will be based on multiple choice questioners. Needless to mentions, obtaining good grades will require understanding of the concepts, tools and techniques learned in the course. Test dates will approximate the schedule listed in this document and will be announced at least one week in advance.

Submission of Assignments:
Assignments should be submitted through eCourses. Although multiple submissions of assignments are allowed, be aware that each assignment would have a deadline for submission. Once the deadline submission is over for a particular assignment, opportunity to submit that particular assignment will be closed. Students should have a working knowledge of uploading and downloading of files from the eCourses. For directions to access eCourses please contact the Office of Distance Learning at dlearnig@pvamu.edu or (936) 261-3282 or the Helpdesk at (877) 241-1752 or (936) 261-2525.

Communication Expectations:
Students may send email via eCourses to the instructor anytime that is convenient to them. All emails or discussion postings requiring a response will receive a response from the instructor within 48 hours following the time of receipt during the work-week (Monday through Friday). Emails received on Fridays will be responded to by the close of business on the following Mondays. E-mails received during the work-week by the close of business (5:00 pm CST) will be responded on the day following instructor’s receipt of messages.

Exam Policy:
1. **Exams for this course are used as assessment tools and not as learning tools for students.** After scores are released, students may contact the instructor for learning gap specific tips but students will not be allowed to see or keep the exams.
2. **All exams will be conducted on-line but in a proctored environment either,** using Respondus “Lockdown” browser or Examity Proctoring Services.
3. The tests will be accessible only through a lock down browser (not regular Internet browser suc Internet Explorer, Firefox, Chrome, etc.).
4. The tests may include a multiple choice, and the tests are **closed book, and timed** and should be **as scheduled.**
5. Tests are to be taken on the announced Test dates and will follow the schedule listed in the syllabus **makeup examination will be allowed.** If anyone misses any tests, a score of zero will be added to the cumulative points earned up to that point in time and the score from the final exam will replace “the ; score at the end of the semester.
6. For those students with a University approved absence for an exam, **it is the student’s responsibility notify the instructor prior to the exam** in order to be eligible to sit for the missed examination at a later time. Along with written excuse, arrangements to take the missed exam will need to be made by the student within two (2) days of return.
7. **The final exam is required.** If anyone misses the final exam without prior approval, the student will failed the course.
8. **Cell phone will not be allowed** to be used as a calculator during exams.

Additional Requirement for Testing through Examity:
Delivering quality course content to ensure optimum learning while maintaining course integrity in an on-line environment is one of the primary objectives of this course. Given the fact that this course is delivered online and tests are administered in an on-line proctored environment, protecting students’ rights and ensuring integrity of the course in a virtual environment are ongoing endeavors. To that end, **students taking test through the on-line test proctoring service, Examity, will be required to place an external webcam**
which is elevated at least 8 inches above the desktop. The webcam and its appropriate placement will allow on-line proctors to view the examinees' workspace as well as their surrounding environment.

Students, who wish to test through Examity, will be required to purchase their own external webcam and if the webcam does not come with a “gooseneck” then a tripod will also be required to elevate the webcam at least eight inches to provide the required viewing angle, as explained in the previous paragraph. A detail webcam specification can be found in the “Technical consideration” section of this syllabus.

Although, students are free to buy their own webcam of choice as long as the minimum webcam specifications and height requirements are satisfied, in meeting the webcam requirement and making the buying process efficient, feel free to take a look at the webcam available at https://webcam1000.orderpromos.com. This webcam meets the technical specification and height requirement for on-line testing of this course. However, this recommendation should not be taken, in anyway, as a promotion of the manufacturer nor its product.

As you may have gathered, testing through Examity, will require prior planning and preparation. Unless you already have an external webcam, which meets the mentioned specifications, you will need time to prepare, purchase and set up the necessary equipment to test through Examity. So, don’t put it off until the last moment, if that is your test taking choice. Having said so, if you are not willing to make the necessary purchase to test through Examity, then you always have the choice of taking tests at the on-campus testing center (free of charge) or at the approved institutional test centers (which require a fee every time you test). Just be aware that, the testing fees that institutional test center charge each time might be more than the price of the required external webcam.

Student Support and Success

John B. Coleman Library
The library and its partners have as their mission to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service and to support the University's core values of access and quality, diversity, leadership, relevance, and social responsibility through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. https://www.pvamu.edu/library/ Phone: 936-261-1500

The Learning Curve (Center for Academic Support)
The Learning Curve offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Learning Curve is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library Rm. 207F. Phone: 936-261-1561

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS)
The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library Rm. 306. Phone: 936-261-1040

Writing Center
The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Students taking on-line courses or courses at the Northwest Houston Center or College of Nursing may consult remotely or by email. Location: Hilliard Hall Rm. 121. Phone: 936-261-3724.

**Student Counseling Services**
The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Owens-Franklin Health Center Rm. 226. Phone: 936-261-3564

**Testing**
The Department of Testing administers College Board CLEP examinations, the HESI A2 for pre-nursing majors, LSAT for law school applicants and MPRE for second-year law students, the Experiential Learning Portfolio option, the Texas Success Initiative (TSI) Assessment, which determines college readiness in the state, and exam proctoring, among other service such as SAT and ACT for high school students. Location: Delco Rm. 141. Phone: 936-261-4286

**Office of Diagnostic Testing and Disability Services**
As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include: learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, Kurtzweil, and a comprehensive referral network across campus and the broader community. Location: Evans Hall Rm. 317. Phone: 936-261-3585

**Veteran Affairs**
Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall Rm. 323. Phone: 936-261-3563

**Office for Student Engagement**
The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center Rm. 221. Phone: 936-261-1340

**Career Services**
Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Evans Hall Rm. 217. Phone: 936-261-3570

**University Rules and Procedures**

**Disability Statement (Also See Student Handbook):**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities.
If you believe you have a disability requiring an accommodation, please contact Disability Services, in Evans Hall, Room 317, or call 936-261-3585/3.

**Academic Misconduct (See Student Handbook):**
You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

**Forms of Academic Dishonesty:**
1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else’s words, ideas, or data as one’s own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one’s own work also constitutes plagiarism.

**Nonacademic Misconduct (See Student Handbook):**
The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor’s ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

**Sexual Misconduct (See Student Handbook):**
Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

**Title IX Statement**
Prairie View A&M University (PVAMU) is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of sex- or gender-based discrimination, including sexual harassment, sexual assault or attempted sexual assault, we encourage you to report it. While you may talk to a faculty member about an incident of misconduct, the faculty member must report the basic facts of your experience to Ms. Alexia Taylor, PVAMU’s Title IX Coordinator. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Title IX Coordinator is designated to handle inquiries regarding non-discrimination policies and can assist you with understanding your options and connect you with on- and off-campus resources. The Title IX Coordinator can be reached by phone at 936-261-2123 or in Suite 013 in the A.I. Thomas Administration Building.

**Class Attendance Policy (See Catalog for Full Attendance Policy)**
Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet.

Excessive absenteeism, whether excused or unexcused, may result in a student’s course grade being reduced or in assignment of a grade of “F”. Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University’s attendance policy in each course syllabus.

**Student Academic Appeals Process**
Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the
instructor’s assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:
- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15” monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:
- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

Netiquette (online etiquette):
Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

Technical Support:
Students should go to https://mypassword.pvamu.edu/ if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

Communication Expectations and Standards:
Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement:
Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it/they should be copied and pasted to the discussion board.

Prairie View A&M University College of Business

Vision
The Prairie View A&M University College of Business strives to be among the best regional business schools in the nations by empowering students from diverse backgrounds to reach their full potential.

**Mission**

Prairie View A&M University College of Business provides students from diverse academic and socioeconomic backgrounds with education that helps them become business professionals and leaders who are ethical, entrepreneurial, productive, and prepared to succeed in the global economy. The College achieves excellence through quality teaching, research, services, and engagement with the business community.