

Reedley College - SPRING 2013 - Course Syllabus

Math 11, Elementary Statistics, Section # 51802

Instructor: Ms. Lina Obeid
Office: FEM 1C
Phone: 638-3641, ext. 3184

Class Time: M, T, W, TH: 1:00PM – 1:50PM
Office Hours: M,T,W 8:00am-9:00am; or by apt

Class Location: FEM4E

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Basic Skills Advisories: Eligibility for English 125 and English 126 **Subject Prerequisites:** Successful completion of Math 103

Optional Textbook (Paperback): Mario Triola, Essentials of Statistics, 4th Edition

Optional Reading Material: Huff, Darrell. (1993). *How To Lie With Statistics*. Other titles: Freakonomics; Outliers.

Required Materials:

- Pearsonmylab access code (includes e-book but not hard copy) purchased on pearsonmylabandmastering.com or at the bookstore. Pearsonmylab access code must be purchased promptly the first week of school. Not having an access code will not be an excuse to get extension on homework.
- Students need to come to class ready with 2 Cambridge spiral graph notebooks for homework, 4 by 6 lined index cards for quizzes, 5 to 6 886-E scantrons for tests, binder for notes, yellow highlighter, ruler, sharpened pencils, eraser, and a TI 83Plus or TI83Plus Silver Edition calculator; Check with the instructor for the use of other calculators.
- Homework, tests, and exams need to be done in pencil in this class. Calculators might be prohibited on some exams.
- This class requires students to access and/or to print materials from pearsonmylabandmastering.com or Blackboard in a timely manner. This class requires access to a computer with a cable/DSL, T1 or other high speed connection.

Attendance and Tardy Policy:

- Students who miss the first day of class may be dropped as a “No Show”. Students who are trying to add this class must be present in class on time the first day of class to be considered. Even then, it depends on availability, class size, and classroom capacity.
- Attendance is not optional. Emailing or calling does not excuse an absence. Students are expected to attend every class, arrive on time, and stay for the entire class period. Students who are absent or late, or who leave early will receive a zero on the missed, incomplete, or late assignment. **Late work is not accepted.**
- If a student arrives late, it is his/her responsibility to inform the instructor after class, so the absence can be changed to a tardy. Two tardies or a partially missed lectures count as an absence.
- **Classwork:** Students are expected to print outline of the lectures from Pearsonmylab or BlackBoard site and bring them to class on time to take notes. Completed notes must be kept in order in a binder to be turned in upon request.
- A student who is absent or late is responsible to get him/her self updated on the missed materials. In that case, that student will need to ask a fellow student for the notes and/or the missed assignments. Students need to make sure they have a reliable student contact from class to get the missing information. Students can use the math/tutorial center available at Reedley College if they need help understanding the missed material.
- A student *may** be dropped without notice by the instructor after 8 absences (not necessarily consecutive class periods). If a student decides to no longer be enrolled in the class, then it is the student’s responsibility to drop in a timely manner to avoid receiving a “W” or an “F”, following the Reedley College course schedule or catalog’s deadlines.

Behavioral, Campus, and Academic Policy:

- Reedley College campus policies and academic regulations will be implemented in this class.
- By enrolling in this class, the student agrees to adhere to any and all of the policies and regulations of this class, as well as adhere to Reedley College campus policies and academic regulations. By enrolling in this class, the student agrees to the rules, procedures, guidelines, and policies described in this syllabus. The instructor reserves the right to communicate only with the enrolled student regarding matters concerning the student or the class.
- Students not following directions or engaging in any behavior the instructor deems disruptive may be asked to leave or may be removed for the remainder of that class session. Food or drink (except bottled water) is **not** allowed in the classroom.
- Teacher reserves the right to assign seats.
- Students must act and communicate professionally in class and online.
- This class has an electronic device use policy:
 - 1) The use of electronic devices in the classroom is strictly prohibited. Electronic devices include, but are not limited to cell-phones, pagers, recording devices, CD/DVD/MP3 players are prohibited in the classroom at anytime. Such devices must be non-operational, turned off, silenced, and put away before entering the classroom. Headphones are not allowed. Approved calculators (not cell phones), and documented/required medical devices are allowed. Students are not allowed to use or operate a recording device at any time in this classroom. Disabled students must make arrangements with the teacher ahead of time for the approved use of a device.
 - 2) The use of cell phones in the classroom is strictly prohibited at anytime and is considered disruptive behavior. Phones need to be silent, out of reach, and out of sight. Students are not allowed to place their cell phones on the desks or in plain view at any time during class, even if set to “silent” or “off”. Texting in class is prohibited. Students should not leave the classroom to use their phones in the middle of a class period. Cell phones are NOT to be used as calculators. Students using a cell phone during an exam are considered to be cheating.
 - 3) Students must make the instructor aware of any electronic device they are using in class, otherwise they are in violation of the policies of this class.
- The best and most immediate way to communicate with the instructor is face to face during office hours or by appointment. If communicating by email, allow 1 to 2 business days for a response. Please note that emailing or calling regarding a tardy or an absence does NOT get the tardy or the absence excused.

• **Grading Policy:**

Students are graded in three major categories according to the following:

Homework grades constitute **20%** of the student's overall grade.

Chapter exams grades constitute **70%** of the student's overall grade.

Final Exam grade constitutes **10%** of the student's overall grade.

• **Homework:** This category includes homework and quiz grades.

Homework is assigned on regular basis at pearsonmylabandmastering.com. It is to be completed online at pearsonmylabandmastering.com. Homework will not be accepted late for any reason. Students must **submit their detailed work in a single subject Cambridge graph spiral notebook used exclusively for homework for this class**. The homework notebook will be collected and graded.

Quizzes based on homework will be administered in class and must be turned in on 4 by 6in index cards. Quizzes must be taken at the exact time they are administered. Student who miss a quiz because they are absent, come in late, or leave early will receive a 0% on that quiz with no chance of pre-take, retake or make up.

Exercises on homework and quizzes must be worked out step-by-step, thoroughly, completely and neatly, otherwise the work will not receive full credit. Answers must be highlighted. Graphs need to be drawn on graph paper, labeled, titled, and scaled accurately and neatly using a ruler to get full credit. Technological problems cannot be used as excuses to get extensions or retakes on homework. The two lowest homework assignment scores will be dropped to account for emergencies.

• **Chapter Exams:** 4 or 5 chapter exams will be administered throughout the semester. Chapter exams are weighted equally. Students are not allowed to leave and return to an exam once started. Exam questions must be answered step-by-step, thoroughly, completely, and neatly to receive full credit. Final answers must be highlighted. Graphs are very important in calculus, so they need to be drawn, labeled, titled, and scaled accurately and neatly using a ruler to receive full credit.

Students are not allowed to take the exam after the scheduled time for any reason. Students who are not present will receive a score of ZERO* on that chapter exam. No make-up or retake exam will be given for any reason.

In case a student has a known unavoidable business on the exam scheduled date or time, he/she will be given the chance to take the chapter exam early (before the scheduled date/time) *if and only if* the student makes the appropriate arrangements with the instructor ahead of time.

To account for emergencies, the final exam score may be used to replace the lowest chapter exam score.

• **The Final exam** is a comprehensive final meaning it might contain any of the material covered from the entire semester. The final is mandatory and its score will not be dropped. Students are not allowed to leave and return to an exam once started. **The final exam score may be used to replace the lowest chapter exam score or a missed chapter exam score.**

The Final exam will be administered on Monday, May 13, in FEM 4E, from 1PM to 2:50PM.

Grading formula and grades:

- Strong math and algebra skills, as well as excellent study habits, are required to be successful in Math 11.
- It is the student's responsibility to put in the effort it takes to get the desired grade.
- A student struggling to get a desired grade must get tutoring. Tutoring is available for free at Reedley College.
- The average score within each category may be calculated by adding the earned scores, then dividing them by the sum of the possible scores. The following formula is used to determine the overall grade: Student's overall grade = (Homework average)(0.20) + (Exam average)(0.70) + (Final Grade)(0.10)
- If students need further clarification regarding grades, they are welcome to consult the instructor.

Plagiarism: Reedley College rules on plagiarism will be enforced. Students cheating and students allowing others to cheat off of their assignment will receive a 0% on that assignment (whether it is an exam, a final exam, or any other assignment).

Grading Scale:

Grade	=	Percent
A	=	90% - 100%
B	=	80% - 89%
C	=	70% - 79%
D	=	60% - 69%
F	=	Below 60%

► **More tips for Success:**

- Do not expect a good grade for average, mediocre, or poor work.
- **Do not procrastinate.**
- **Do not make excuses.**
- Turn in well thought-out assignments on time with all the work shown step-by-step;
- Put in the maximum effort daily in every aspect of your work;
- Come to class prepared and on time;
- Attend regularly; do not miss class
- Ask fellow students, and tutors for help;
- Attend MATH CENTER OR the tutorial center for help and tutoring; (Do not wait until you start failing to do so!!)
- Approach the instructor with questions.
- Do not wait until you are failing or you are completely lost to ask questions.
- Form a study group.
- Read the book before attending class.

► **Accommodations for students with disabilities:**

- If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic test, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible. Any special arrangements need to be done in advance and in writing.

► **Important Dates: SPRING 2013**

January 7 (M) Spring 2013 instruction begins

January 18 (F) Last day to request an Enrollment Fee Refund

January 21 (M) Martin Luther King, Jr. Day observed (no classes held, campus closed)

January 25 (F) Last day to add a full-term fall class for Spring 2013

January 25 (F) Last day to drop a full-term class to avoid a "W" (in person) for Spring 2013

January 27 (Su) Last day to drop a full-term class to avoid a "W" (on WebAdvisor) for Spring 2013

January 28 (F) Last day to change a class to/from a Pass/No-Pass grading basis

February 15 (F) Lincoln Day observed (no classes held, campus closed)

February 18 (M) Washington Day observed (no classes held, campus closed)

March 8 (F) Last day to drop a full-term class (in person) (letter grades assigned after this date)

March 10 (Su) Last day to drop a full-term class (on WebAdvisor - must not have any holds) (letter grades assigned after this date)

March 25-29 (M-F) Spring Recess (no classes, campus open, classes reconvene April 1)

May 13-17 (M-F) Spring 2013 final exams week

May 13 Final exam will be administered on Monday, in FEM 4E, from 1PM to 2:50PM.

May 17 (F) End of spring semester/commencement

It is the student's responsibility to check course schedule and catalog for other important dates.

Course Description:

As stated in the Reedley College course outline, Math 11 is an introduction to statistical methods for business, behavioral, and social science majors. Topics include descriptive measures of central tendency and variability, probability, binomial and normal distributions, random variables, sampling, estimating, hypothesis testing, correlation and regression.

Course objectives:

- A. Summarize and describe given data sets
- B. Apply the methods of descriptive statistics to determine the measures of central tendency and variability to a variety of problems.
- C. Apply basic principles of probability to determine probabilities of a variety of events.
- D. Analyze discrete and continuous probability distributions.
- E. Explore the basics of sampling theory.
- F. Estimate population parameters through studying confidence intervals.
- G. Examine hypothesis testing for small and large samples and multiple populations.
- H. Determine if a relationship exists between quantitative variables.

It is the student's responsibility to put forward the time, effort, and ability needed to master these course objectives upon completion of this course. The lower the student's math ability, the higher will be the student's effort and time needed to master the objectives.

► *Instructor reserves the right to make minor changes to the syllabus.*