Reedley College – SUMMER 2016 - Course Syllabus

MATH 11 Hybrid, Elementary Statistics, Section #71439

Instructor: Mrs. Lina Obeid **Class Room:** Web **Student Access to Class Materials:** *24/7 prior to deadlines.*
Office: online via e-mail **Office Hours:** online via email **E-Mail:** lina.obeid@reedleycollege.edu

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Basic Skills Advisories: Eligibility for English 125 and English 126. **Subject Prerequisites:** Successful completion of Math 103. *Students should <u>not</u> enroll in this class if they did not fulfill these pre-requisites. Students stand to be dropped from the class if they had not fulfilled the pre-requisites before enrolling.*

Optional Text: Triola, M. (2015). *Essentials of Statistics*, <u>5th edition</u>. Boston: Pearson

Required:
- **This class requires 3 onsite mandatory meetings, June 13, June 23 and August 4 in FEM3 at Reedley College with valid picture ID. Mark your calendars now.**
- Class assignments are on pearsonmylabandmastering.com and NOT on Blackboard. The syllabus and some materials will be posted on Blackboard. Blackboard does <u>NOT</u> contain any of the assignments. The orientation will give you detailed step by step instructions on how to begin and proceed on pearsonmylab. **Follow instructions from the "*student registration handout*" [given to you during orientation] to get access to assignments.**
- This course requires students to purchase Pearsonmylab access code (includes e-book but not a hard copy of the book – Hard copy of the book is optional/not needed.). This access code may be purchased at the Reedley College bookstore or online at pearsonmylabandmastering.com. It might be cheaper to purchase it online on the pearson site. The cost is around $90 to $100. Get ready to purchase it by the day school begins. [**If you have a Pearson access-code for <u>this</u> book from last semester, you might be able to use the same one without purchasing another one.]**
- <u>TECHNOLOGY</u>: This class requires students to access pearsonmylab site in a timely manner, so a computer with a high speed connection is needed. Your browser (i.e. internet explorer, firefox, etc.) must have specific plug-ins. Firefox seems to be the best browser to use with pearsonmylab. **Sometimes phones and such devices might not allow you to open the course and assignments.** <u>Clear your cookies and always allow pop-ups to avoid issues</u>. *A dial-up connection is too slow for this class. Students need to make sure they have access to the proper technology before proceeding in this class. Most labs on campus have the proper technology.* **(Please note that technology problems are not an excuse to missing assignments, tests, or exams.)**
- <u>MATERIALS</u>: Students need to have single-subject <u>spiral graph</u> notebooks (CAMBRIDGE is best), 1 yellow highlighter, ruler, sharpened pencils, and a good eraser. **A TI 83 OR 84 calculator is REQUIRED**. Calculators might be allowed on exams.
- <u>AMOUNT OF WORK</u>: This class requires on average <u>5</u> hours of work a day. Online courses are not for everyone. Although online classes afford more flexibility, the class requires excellent study skills and more independent work than a face to face course. **This course is <u>NOT</u> advised for** 1) students who do not have excellent study skills and solid basic math skills, 3) students who have not taken math for a long time, 4) students who can't work independently, and 5) students who have received a poor grade, a D, or an F in previous math classes. Students must put in the effort necessary to succeed.
- <u>COMMUNICATION</u>: This class requires that all communication be via **school** email: 1) email language must be professional and written in full sentences; 2) sign your first and last name at the end of every email; 3) type **MATH 11 WEB** with your full **name** in the subject bar; 4) avoid personal details or personal stories (TMIs). **(Personal issues are not an excuse to missing assignments, tests, or exams.)**

Attendance and Tardy Policy:
- June 13th: 1) Attend orientation, 2) read all emails sent to you and 3) read all announcements, syllabus, and information posted on Blackboard 4) follow instructions.
- June 14th: Sign up at pearsonmylabandmastering.com **and complete the first homework assignments**, to avoid being dropped.
- Students who fail or miss any assignments during the first week **should consider dropping the class as this shows they lack the study skills or the basic skills to succeed in this class**. Homework is due almost daily, so check pearsonmylabandmastering.com for the due dates and deadlines.
- The Pearsonmylab site might offer students a **temporary free access code** which allows students to sign up and work for a few days **without** paying. The deadline for that grace period will be posted on the login page and can be viewed **every** time a student logs in. The publisher will deny access to students who do not pay by the grace period's deadline. **HOWEVER**:
- June 17th: is the date that this course requires you to have PAID for pearsonmylab access code. You will be <u>dropped</u> immdiately if you still have not paid for the access code. It is the student's responsibility to pay in a timely manner to avoid being dropped. Students who are denied access due to lack of payment will receive a 0% on any assignment or test with no chance of makeup. **(Please note that financial hardships or procrastination are not excuses to miss assignments, exams, or tests.)**
- Since this is an online class, students are expected to check their e-mails regularly and work on pearsonmylabandmastering.com daily and regularly. That is what attendance is based on. Late work will affect your grades negatively. Excuses such as "I did not read my e-mail; my computer froze; I did not know it was due; I forgot the deadline; I did not have enough time, ..." are not accepted. Students who do not check their emails or work on their assignments on regular basis could be dropped for non-attendance. The attendance policies still hold in an online class. Missing an assignment, not checking emails, or not responding to emails, is the equivalent of being absent.
- Students are responsible for any and all information sent to them in emails or posted on the courses site.
- Technology problems will not be accepted as excuses to get extensions, second chances, or exceptions for any assignment or test. If your computer "freezes" during a test, **you will not be given access to it again** – as you are allowed limited time access to a test. Students need to have a good connection and the proper technology to avoid missing a test. **The lowest test score will be dropped to allow for one emergency a semester.**
- **Please do NOT email on holidays, weeknights and weekends expecting an instant response. Students need to allow <u>1.5</u> business day for a response. It is very important that students know that the teacher is NOT monitoring the class, checking email, or is on call 24/7. Although you are given access to the course 24/7 and you may work any day/any time you chose, please allow around <u>one</u> business day for a response. [Example: if you are working on Friday night on an assignment and you run into some issue or problem, please do not expect a response before Monday afternoon (Tuesday morning at the latest)]. To avoid missing any assignments due to the response time, always <u>work on assignments</u> <u>BEFORE the deadline date</u>.**
- Students are expected to attend the on campus meetings on the scheduled date, arrive on time, bring a valid picture ID, and take their onsite exams and final. Students who are absent will receive a zero on the missed or late exams.

Behavioral, Campus, and Academic Policy:

- Reedley College campus policies and academic regulations will be implemented in this class.
- Students must act and communicate professionally in class and online.
- **Plagiarism**: Reedley College rules on plagiarism will be strictly enforced. Students copying on an exam will receive a 0% on that exam.   In addition, the student receiving the grade on their transcript needs to be the person doing the work to earn the grade at ALL times in this class. Otherwise, the student will <u>receive a 0% or F in the course</u>, and/ or suffer the utmost consequences of plagiarism as set forth by the college's academic regulations. [The student taking the exam needs to be the student enrolled and getting the grade in the course. If not, the student will receive an automatic F IN THE COURSE.]

GRADING POLICY: Students are graded according to the following:
> **Online homework** grades constitute **15%** of the student's overall grade.
> **Online chapter tests** grades constitute **15%** of the student's overall grade.
> **Onsite Midterm and Final exam** grades constitute **70%** of the student's overall grade.

<u>**Online Homework and Homework notebooks:**</u>
- Homework is assigned on daily basis at pearsonmylabandmastering.com. It is to be completed online at pearsonmylabandmastering.com. Students will be given several tries on each question to get the question right. Homework deadlines must be observed. Late work affects grades negatively: It loses 25% of the points possible on the late submissions.
- *It is important to stay current to be successful in the course!* Watch the lecture videos before starting the homework. Do not expect to take the test and then complete the homework. Assignments have due dates and they might not be available to the student after the due date. Technological problems cannot be used as excuses to get extensions or retakes on homework. **The lowest <u>online</u> homework assignment score will be dropped to account for emergencies.**
- <u>**NOTEBOOKS for NOTES and FOR HOMEWORK**</u>: In order to get good grades and keep good long lasting habits, students are advised to watch the video lectures and take notes in their notebooks before doing their homework. In addition, it is very important that students solve the homework problems and show step-by-step work in a single-subject spiral GRAPH notebook, before entering their answers online. **List the <u>section number at the top of each page</u>**. Each problem should have a question number in front of it. Scratch type, sloppy or incomplete work is not helpful as students can't reread or review their work. The answers must be boxed or highlighted. Graphs need to be drawn on graph paper, labeled, titled, and scaled accurately and neatly using a ruler. These notebooks will <u>not</u> be collected, but they are for student use only.
- <u>**TI 83/84 CALCULATORS INSTRUCTIONS**</u>: Get familiar with using the 83/84 TI calculators as you will be allowed to use them on all tests and exams. Instructions and videos are posted on the Pearson site to help with each chapter and/or section.

<u>**Online chapter tests:**</u>
- *Students who do not do well (70% or above) on the first test will have a hard time passing the class. In that case, it is not advisable to take this class online.*
- Students must complete the homework and practice quiz before taking a chapter test. Online tests are timed, so pace yourself.
- In addition, while taking an online test, students are <u>**NOT**</u> **allowed to navigate away from the test, minimize the screen, or open another window.** If you do so while taking an online test, the system will lock you out and you will be denied access to complete the rest of the test. If you are denied access to a test, then **the incomplete test will be graded as is**.
- If you encounter technological problems during a test, you will not be given access to it again – as **you are allowed limited/timed access to a test**. Students need to make sure they have a good connection and do not close their browser or navigate away once they begin an online test. **Online tests must be completed in one sitting**.
- Online chapter tests are to be taken online by the scheduled date/time. Online tests will not be accepted late. Technological problems or excuses will not be accepted for a missed or incomplete test. **The lowest online test score will be dropped to allow for emergencies.**

<u>**Onsite Midterm Exams and Onsite Final Exam:**</u>
- **<u>One</u> onsite midterm (THURSDAY, JUNE 23) and <u>one</u> onsite final exam (THURSDAY, AUGUST 4) will be administered at Reedley College starting at 6pm sharp and ending at 8pm in room FEM3 [or 3:30pm to 5:30pm to accommodate students taking evening classes]. Please note that these <u>dates are set and firm</u>, so there won't be any other dates, make-ups or retakes allowed.**
- **A review assignment for the midterm and for the final will be posted to help students study for those exams. It is highly suggested students work those out multiple times.**
- **Students will be allowed to use the formula sheets and the tables that come with the book. These will be provided to you at the exams.**
- No make-up midterm or final exam will be given for any reason. Students are expected to take the exams on the date and time scheduled. To accommodate students taking evening classes, there will be an alternative testing session at 3:30pm on the scheduled exam dates of June 23 and August 4. Please work your schedule out so you are able to attend those meetings, or find another Reedley College class that does. Note that 70% of your grade comes from these exams.
- Student needs to present their valid picture ID or Driver's license to be allowed to take a midterm or the final.
- <u>**Onsite Midterm Exam**</u>: Students who do not take a midterm will receive a score of ZERO on that midterm. **To allow for one emergency (i.e hospitalization, car accident...), the lowest midterm score may be replaced by 80% of the final exam score.**
- <u>**Onsite Final Exam**</u>: The onsite final exam is a comprehensive final meaning it might contain any of the material covered from the entire semester. *The final exam score <u>cannot</u> be replaced by a midterm score. Students who do not take the final will receive a score of 0% on the final.*

Grading Scale:

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

MANDATORY MEETING DATES, TIME, AND LOCATION

WARNING: This class requires 3 onsite mandatory meetings, June 13, June 23, and August 4 at Reedley College. Check your calendar. Those dates are non-negotiable. Please drop the class if the scheduled dates of the midterm and final do not fit your schedule, or if the pace of the class is not appropriate for you. No exceptions will be granted for those dates. Students will receive a 0% on the missed exam.

MANDATORY ONSITE MEETING DATES: Mark your calendars.

DATE	MANDATORY MEETING	TIME	LOCATION	WHAT TO BRING
Monday, June 13 2016	Orientation	6pm - 8pm	FEM3 @ RC	Valid picture ID
Thursday, June 23 2016	Midterm Exam	6pm - 8pm [or 3:30 to 5:30pm*]	FEM3 @ RC	Valid picture ID
Thursday, August 4 2016	Final Exam	6pm - 8pm [or 3:30 to 5:30pm*]	FEM3 @ RC	Valid picture ID

* Alternative testing time to accommodate students taking evening classes.

<u>Note</u>: **Also, if math is a difficult subject for you and/or you have failed a math class before, you should <u>not</u> take Math 11 as a summer-online class.**

IMPORTANT DATES: Mark your calendars.

Monday, June 13 2016	**Orientation at Reedley College**
Tuesday, June 14 2016	**Deadline to ENROLL & work on MML to avoid being dropped as NO SHOW**
Friday, June 17 2016	**Deadline to <u>PAY</u> for MML access code and avoid being dropped**
Thursday, June 23 2016	**Midterm EXAM at Reedley College**
Thursday, August 4 2016	**Final EXAM at Reedley College**

> ➤ It is the student's responsibility to ask *the Admissions and Records office or check course schedule for any other dates that pertain to financial aid or drop deadlines of any kind.*

ONLINE ASSIGNMENT DATES and DEADLINES ARE POSTED ON pearsonmylabandmastering.com.

<u>SUCCESS</u>:

Tips for Success:

- *Watch the videos, take notes, and do examples before starting the homework.*
- *DO THE PRACTICE/REVIEW TEST AND EXAMS before taking the actual tests or exams*
- Complete well thought-out assignments on time with all the work shown step-by-step;
- **GET TUTORING – FREE ONLINE TUTORING AT PEARSON SITE - NO NEED TO PAY THEM.**
- **Learn to use the TI 83 OR 84 calculator.**
- Put in the maximum effort daily in every aspect of your work;
- *Do <u>not</u> expect a good grade for average, mediocre, or poor work.*
- **Do not procrastinate. <u>One person's procrastination is not someone else's emergency</u>.**
- **Do not make excuses (due to technology, personal life, professional life, ...).**

Grades:
- It is the student's responsibility to put in the effort to get a desired grade.
- A student struggling to get a desired grade must get tutoring. Tutoring is available for free at Reedley College.
- If students need further clarification regarding grades, they are welcome to consult the instructor.

▶ **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 if you require accomodations. Last minute arrangements will not be tolerated.

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.

NOTE: 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.*