ECO 339: Applied Statistics  
Spring 2020  
Section: ECO 339 - 003  
Time: TR 12:30pm – 1:45pm  
Location: McGee Business 324  

Instructor: Dr. Beverly Mendoza  
Office: McGee Business 303E  
Email: beverly.mendoza@sfasu.edu  
Class Website: https://d2l.sfasu.edu/

Office Hours:  
**Wednesdays:** 9:00am – 12:00nn and 1:30pm – 3:30pm  
**Tuesday/Thursdays:** 3:15pm – 4:30pm  
If you wish to meet outside these hours, please email me to schedule an appointment. Be sure to provide several possible meeting times to work with your schedule. Please be ready with specific questions before coming to office hours.

Catalog Description: The application of statistical quantitative methods.

Prerequisites: MTH 220; MGT 272 or 6 hours of Computer Science

**Learning Objectives**
Students successfully completing this course should be able to:
1. Use quantitative, abstract, and logical reasoning
2. Obtain basic knowledge in mathematics and statistics
3. Acquire skills in the use of contemporary information resources and technology
4. Utilize analytical thinking, critical analysis, logic, creativity, and integrative problem solving
5. Work with descriptive statistics in a sampling situation
6. Perform a variety of statistical tests and make inferences
7. Compute and interpret regression equations using raw data
8. Use standard tables for the normal distribution, F-distribution, and chi-square distribution

**Course Materials:**

1. The course Note Packet (around $20.00) is only available at the SFA Barnes & Noble and at Jack Backers.
2. **You will need access to Excel 2016 on a PC.** There are machines available in the Business Building. You will also need access to a reliable Internet connection. **Spotty Internet access may result in you losing credit** for timed assignments and exams. SFA students have FREE access to Microsoft Office 2016 through Office 365. [http://www.sfasu.edu/mysfa/o365/](http://www.sfasu.edu/mysfa/o365/)
3. **Use Google Chrome** as your browser and do not use a VPN or other type of IP address cloaking software.
4. **I do not recommend using a Mac for this course.** An exception to this rule is if you are willing to partition your hard drive to run windows. You will need to back up your files as they may be deleted. I do not support this process, but it may be a better option for some. [https://support.apple.com/en-us/HT204009](https://support.apple.com/en-us/HT204009)
5. **The primary text is,** *Statistics for Managers Using Microsoft Excel (8th Edition)* by Levine, Stephan, and Szabat. It is published by Pearson (ISBN-13:9780134466033). We will also make use of Excel. Students are expected to have some basic level of working knowledge in Excel.

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- **Our textbook comes with MyStatLab.** **You will need access to MyStatLab to pass the course.** As a result, I can only recommend buying the book through the Pearson website
or at the University bookstores. Purchasing from Pearson through the D2L link is the safest and cheapest option. A loose-leaf hard copy is an $80.00 upgrade. Buying the loose-leaf bundle at the university bookstore will cost more.

To register for the MyStatLab Course/E-Book Access:

1. There is no course ID.
2. In our D2L course, click on the Pearson link on the lower right of the home page.
3. Make sure that you allow pop-ups from Pearson. You will see a button on the right hand side of the URL address bar.
4. Follow the prompts to register.
5. Enter your existing Pearson account username and password to sign in.
   - You have an account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology, or MasteringPhysics.
   - If you do not have an account, select “Create” and complete the required fields.
6. Select an access option.
   - Buy access through Pearson using a credit card or PayPal account
   - Temporary access is available by selecting the link near the bottom of the page.
     - To update before the deadline, select “Upgrade Access”
     - Enter an access code or buy access with a credit card or PayPal account.
   - Enter the access code that came with your textbook or was purchased separately from the bookstore.

To sign in later:

- In our D2L course, click on the Pearson link on the lower right of the home page.

Grades: Your course grade is weighted as follows:
- Exam 1 – 20%
- Exam 2 – 20%
- Exam 3 – 20%
- Homework – 15%
- Final Exam (comprehensive) – 25%

Grading scale: At the end of the semester, you will have weighted scores adding up to a possible 100 percentage points (not including extra credit). Your final letter grade for this course will be based on the following scale:
- A: 90% and above; B: 80% - 89%; C: 70% - 79%; D: 60% - 69%; F: Less than 60%

To prevent testing dishonestly, you will receive an 'F' if the average of your first three exams is 30% higher than the proctored final.
Homework (MyStatLab): Completing the projects is vital to learning the material. These assignments provide feedback to you about your personal level of understanding and feedback to me about the overall level of understanding in the class. Make sure that you are doing and turning in your own personal work. Copying any part of another student’s work is academic misconduct.

- Do not share your work with others.
- Cite any sources external to the course.
- Late work will not receive a grade.

Exams: If you miss an exam without a documented excuse, you will receive a zero for the exam. If you miss an exam for an unforeseen reason, you should contact me as soon as you are physically able to pick up the phone.

- Exams and exam preps are to be treated as exams.
- Any use of resources not listed below is cheating.
- The internet can only be used to access the exam.
- You must complete them alone.
- You must not pause or exit the exam once you have begun.
- You are encouraged to use the Excel templates that we build in class on all exams.
- Note-sheets: You are permitted a note-sheet during the Exam.
  - It must be the size of a standard sheet of paper or smaller. It can only be one-sided. It must be handwritten. Building these note-sheets is a great study exercise.
- You may use simple (non-graphing) calculators.
- Blank scratch paper is allowed.

The Final Exam is cumulative, and it is scheduled for Thursday, May 7th from 10:45am – 1:15pm. The final exam will be proctored in class according to the official final exam schedule. You are permitted to use your templates from class and one (1) two-sided note-sheet (standard paper size) for the final. The note-sheet must be handwritten. There will be no make-up exams for the final exam. Taking this exam is a requirement of all students. Anyone who misses the final exam without any proper (medical or university-related) documentation will automatically receive a zero on the test. There are no alternatives to taking the final exam at this time and date.

Course Expectations:
- Consistently attending class is essential for acceptable performance in this course.
- If you are having trouble keeping up with the Excel work, then practice with the intro to Excel YouTube videos until you are able to keep up using only the audio cues.
- If you have a question, never let it go unanswered.
- Read the note-packet frequently after filling it out in class. If you look at a new material at least once within forty-eight (48) hours of first seeing it, you will learn the material more thoroughly and studying for the exam will be easier.
- Improve the course: if you know of a way to make the course better, please share your ideas with me.
## Tentative Outline

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<td>Organizing and Visualizing Variables</td>
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<td>Two Sample Tests</td>
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<td>Chapter 17</td>
<td>Getting Ready to Analyze Data in the Future</td>
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## Schedule

Please keep an eye on the MyStatLab schedule and watch out for D2L and in-class announcements. *I may need to make adjustments throughout the semester.*

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<td>Exam 1</td>
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<tr>
<td>Ch. 7 (Proportions)</td>
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<td><strong>Final Exam Prep</strong></td>
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<tr>
<td>Final Exam (in-class)</td>
<td>05/07</td>
<td>10:45am – 1:15pm</td>
</tr>
</tbody>
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General Student Policies: Academic Integrity (4.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty. Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/student_academic_dishonesty.pdf

Withheld Grades in Course Grades Policy (5.5)
At the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/

Acceptable Student Behavior
Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability other students to learn from the instructional program (see the full Student Code of Conduct Code at http://www.sfasu.edu/policies/student-conduct-code.pdf) Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.