

**VALENCIA COLLEGE
STATISTICAL METHODS STA 2023H (HON)
COURSE SYLLABUS AND GRADING POLICY**

This syllabus is a contract between the student and the instructor. By enrolling in and then attending this course, the student agrees to and accepts the terms and conditions of this contract. It is the responsibility of the student to carefully read this syllabus/contract in its entirety and to adhere to all policies and procedures within the syllabus.

INSTRUCTOR: Zainulabdeen. A. Wakeel

OFFICE: Room 8-202 (407-582-2343) Math Dept. 407-582-2366

STUDENT ENGAGEMENT HOURS:

Mondays : 9:30 – 10:30 am (8 - 202) & 2:30 – 3:45 pm (8-202)
Tuesdays : 10:00 – 11:00 am (Math Support Center 4-102)
Wednesdays: 9:30 – 10:0 am (8 - 202) & 2:30 – 3:45 pm (8-202)
Thursdays : 10:00 – 11:00 am (8-202)
Fridays : 8:00 – 12:00 pm (Online at azainulabdeen@valenciacollege.edu/(407)437-0843)

E-MAIL : azainulabdeen@valenciacollege.edu

TEXT : Stats, Modeling the World (4th Edition) with MyStatLab
BY: Bock, Velleman, and De Veaux

OTHER RESOURCES: Math 24/7, Math Support Center.

CALCULATORS: A TI-83/84 (or plus) graphing calculator is required for this course

COURSE DESCRIPTION: An introductory statistics course that covers collection, description, and interpretation of data. Topics include sampling, summarizing data graphically and numerically, confidence interval estimation, hypothesis testing, correlation and regression. This is a Gordon Rule Course, minimum grade of C is required if STA 2023H is used to satisfy the Gordon Rule.

HOMEWORK: A list of homework quiz problems/daily assignments is attached to the syllabus. Students should plan to spend a minimum for 1 to 2 hours per day studying and completing homework. The homework quiz problems will be collected on the day of the test for those sections that will be on the test (for full credit). Daily Assignments are assigned and collected on daily basis. It is your responsibility to find out and submit Daily Assignments on time, **there will be no late acceptance for daily assignments.** Students are encouraged to work as a group in doing their homework; however, each student should write-up their work individually. **Answers that are not supported by required steps may not be honored.** Questions are welcomed in the class period pertaining to those homework problems

GRADING POLICY: Grades will be based on 600 points:

Four in-class tests (100 points each)	400 points
Homework quiz problems, daily Assignments and any other assignments	100 points
Group Project (we will discuss this during our first class meeting)	100 points
And a comprehensive Final Exam	100 points.

The lowest Test grade out of the four in-class tests will be dropped. **No makeup exam** will be given, however in **extreme emergency** cases, with **verifiable documents**, a makeup exam can be arranged (for the same topics but not necessarily with the same standard of a regular test). This will be accommodated only once during the semester per student and before the next class meeting after the missed test. If you know in advance that you have a **valid reason** for not taking a scheduled test, please contact me prior to the test time. Standard grading scale will be used in arriving at your final grade for the course.

Any college student should be able to compute their own grade, do not rely on me to compute your average grade throughout the semester. Your average can be found by taking your total points and dividing by the total possible points at any given time.

FINAL EXAM: A comprehensive Final Exam will be given during the final exam week (although the date and time of your final exam is given to you on the last page of the syllabus; please refer the Final Exam Schedule under Calendar in the Valencia website for the appropriate date and time for your class). **If you are absent on the day of Final Exam, you will be assigned a zero for your final exam and your grade will be calculated based on 700 points.**

Academic Honesty: Either giving or receiving aid on a test, quiz, or final exam will result in a zero for that grade.

ATTENDANCE: Regular attendance is expected. If you miss a class, be sure to contact another member of your class(or group). I recommend that you get the names and telephone numbers of at least three (3) students in the class. You are responsible for all materials discussed in class, whether you are present or not. This includes changes in assignments, exam dates, etc. If you must arrive late or leave early, it is courteous to speak privately with the instructor about your reasons for doing so. If lack of attendance (4 or more) is affecting your grade in the course, then you may be withdrawn from the course in accordance with the college policy. **Tardiness and leaving early may be recorded as absence.**

Although an instructor has the ability, it is not the responsibility of the instructor to withdraw a student from his class. It is up to the student to take appropriate actions based on his/her situation.

No student will be withdrawn from class by the instructor based on performance and/or request from a student.

Tardiness: Being late to class or leaving early is a disruption to the class and is discourteous to the professor and the other students. All students are expected to stay for the entire class period. **If you are more than 10 minutes late for the class (sometimes the door will be locked after 10 minutes), please wait and see the instructor after the class instead of entering the class late. This 10 -minutes time rule is strictly applied for all the exams and assignments, including the final exam.**

WITHDRAWAL POLICY: Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the established deadline for a particular term will receive a grade of "W". A student is not permitted to withdraw after the withdrawal deadline. A faculty member MAY withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of "W". Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of "F". For a complete policy and procedure overview on Valencia Policy 4-07 please go to: <http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75>.

WITHDRAWAL DEADLINES: No fee withdrawal: 01/19/2016
Withdrawal to receive a "W": 04/01/2016

NO SHOW PERIOD: The instructor may withdraw Students, who do not show up for classes during the first week.

CORE COMPETENCIES OF A VALENCIA GRADUATE:

Valencia's Student Core Competencies are complex abilities that are essential to lifelong success. This course will help you to develop and demonstrate the abilities to:

- 1) THINK clearly, critically, and creatively;
- 2) COMMUNICATE with others verbally and in written form;
- 3) Make reasoned VALUE judgments and responsible commitments;

4) ACT purposefully, reflectively, and responsibly.

Due to the nature of these global competencies, many of the problems will be presented in the context of an application. These applications will require students to select appropriate information from the problem and communicate effectively in order to explain and/or describe how the student used the skills they are learning to arrive at an appropriate solution for the problem.

LEARNING ASSISTANCE RESOURCES:

Free tutoring services are provided on Valencia College's East campus at the Academic Success Center in Building 4-Room 101. The East Campus Academic Success Center strives to provide a *safe, inclusive learning environment* that motivates students to *maximize learning opportunities, grow toward independence, and discover the lifelong learner within*. <http://valenciacollege.edu/east/academicsuccess/>

Math support at the academic success center

The Math Center in Building 4-Room 102-B provides individual assistance to all Valencia students enrolled in any math course. Resources include walk-in tutoring, homework assistance, workshops, final exam reviews, PERT information, academic refreshers, and much more. The SPA (Specialized Prep Area) provides specific resources to students in developmental mathematics courses. The SPA has information and study sheets for most mathematical concepts. Normal hours for the Math Center are Monday – Thursday from 8am-10pm, Friday from 8am-5pm, and on Saturday from 8am-4pm. Please check hours around holidays and special events and during the summer terms.

<http://valenciacollege.edu/east/academicsuccess/math/>

Valencia's Math Help 24/7: Valencia Math professors have created pen-casts and videos of common lessons to help you learn the concepts being presented in class. This resource is located at:

www.valenciacollege.edu/math/liveScribe.cfm Click on your course to view your lessons. Some lessons have more than one professor's perspective; watch more than one!

Smart Thinking (Online Tutoring):

Smarthinking is a FREE online tutoring tool available to all of Valencia's students, and math tutors are available 24/7. Students can access Smarthinking through the Courses tab in Atlas. Students have an eight hour limit of usage per semester, and therefore Smarthinking is best used as a back up to on-campus services and support, not as a replacement. There are Smarthinking phone applications for both iOS and Android devices. <http://valenciacollege.edu/east/academicsuccess/onlineTutoring.cfm>

STUDENTS WITH DISABILITIES:

Valencia Students who qualify for academic accommodations must provide the professor with a Notification to Instructor (NTI) from the Office for Students with Disabilities (OSD). Students are expected to discuss their specific needs with the professor, preferably during the first two weeks of class. OSD determines accommodations based on appropriate documentation of disabilities.

Contact Information: Bldg.: 5-216; Ph: 407-582-2229; Fax: 407-582-8908;

TTY: 407-582-1222. <http://valenciacollege.edu/osd/default.cfm>

STUDENT FEEDBACK ON INSTRUCTION:

Near the end of the term, students will receive an invitation through their Valencia ATLAS email account asking them to complete the Student Feedback on Instruction (SFI). This survey provides Valencia College professors with feedback on students' experiences in courses and helps them to continually improve their courses. The results are released only *after* grades are submitted and students' names are *not* included in the results - all responses will be anonymous.

STUDENT ASSISTANCE PROGRAM:

Valencia College has contracted with a private and confidential counseling service (**Bay Care Behavioral Health Student Assistance Program (SAP)**) to provide FREE short-term assistance to students who need to resolve problems that are affecting their college performance. Examples might include: stress, relationship/family issues, alcohol/drug problems, eating disorders, depression, and gender issues. Students who are experiencing any of these issues and who are enrolled in credit classes at Valencia should call the

toll-free number 1-800-878-5470 to speak to a professional counselor. If needed, the counselor may refer the student to appropriate resources or to speak face-to-face with a licensed counselor. For more information, call or visit a Counselor in Student Services on any campus.

CLASSROOM BEHAVIOR: Valencia College is dedicated to promoting honorable personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules articulated in the Student Code of Conduct (6Hx28:10-03). The instructor reserves the right to refer students who engage in activities that are disruptive to the learning environment to the Dean of Students for disciplinary action. The following list, though not exhaustive, includes things which are disruptive to the learning environment:

- **Use of any electronic devices**, including but not restricted to: Cell phones, iPods, and laptop computers (documentation from OSD will be taken into consideration).
- Preparing homework or doing other activities for other courses during class.
- Engaging private conversations with classmates while class is in session.
- Excessive tardiness
- leaving and re-entering the classroom while the class is in session.

In addition, Valencia College strives to provide a drug-free learning environment for all those involved in the academic experience. Our policy is as follows:

Policy: In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia College will take such steps as are necessary in order to adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by Valencia Community College students or employees on college premises or as part of any college activity.

E-mail Communication: Where appropriate, I will communicate with you through ATLAS email. Please check your ATLAS account regularly. If you need to contact me, please take a moment or two and login to ATLAS and send me an email through that portal. Due to SPAM filters, I might not receive emails from 'outside' email accounts.

Valencia I.D. Cards : Valencia ID cards are required for LRC, Testing Center, and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory in order to obtain these services.

Computer/Equipment Use Policy: Use of computers in the Business, IT, and Public service classrooms at Valencia Community College is restricted to those activities designated by the instructor to enhance the class materials. Any other use is strictly forbidden. Inappropriate use includes, but is not limited to: Use of computer to send E-mail or access Internet sites not specifically assigned in class. Use of computer for job, internship, homework or other activities not assigned in class. Modifying any hardware or software system configuration or setting. Activities not in accordance with the Valencia Student Code of Conduct. Use of computers in the departmental open lab is limited to those activities involved with preparing homework or coursework in this department and is subject to the same restriction as listed above. Computer use is remotely monitored; any student using computers inappropriately may be subject to dismissal from class or banishment from the lab. Subsequent offense may be sent to the campus administration for further disciplinary action.

MyStatlab information: **Website:** coursecampus.com
 Technical Support: 1-800-677-6337 (M-F 8am-5pm CST)
Course code: (will be given on first day of classes)

DISCLAIMER

Changes in the syllabus, schedule, evaluation procedures, and/or homework assignments may be made at any time at the discretion of the professor. If you are absent, it is **your** responsibility to find out what, if any, announcements or changes have been made.

**STATISTICAL METHODS STA 2023H
DAILY ASSIGNMENTS &
TAKE HOME QUIZ PROBLEMS**

The problems on this list and any other problems that are assigned in class are to be done on a day-to-day basis as we progress through the course. It is very important that you do these problems on a day-to-day basis in order to obtain a good grade in this course. The **take home quiz problems** that are relevant to the test must be handed in **on or before the day of the test** for full credit. I strongly encourage you to work as a group to do these problems, however, do not turn in exact copies. Daily Assignments are assigned and collected on daily basis. It is your responsibility to find out and submit Daily Assignments on time, **there will be no late acceptance for these assignments.**

Chapter	Suggested problems	Daily Assignments	Take home quiz problems
2	23, 31	24, 26, 28, 32	14, 16, 34, 38
3	13, 19, 21	14, 20, 38	8, 10, 32, 37
4	19, 25, 32	16, 26, 34	18, 28, 30, 35
5	12, 29, 41, 43	14, 30, 42, 44	10, 16, 20, 22, 40, 46
11		Read, submit worksheet	
		Test – 1	Date: 02/04/2016
12	10, 12	Read, submit worksheet	
6		6, 8,	16, 19, 32
7	17, 47	18, 46, 48	4, 38, 40, 42
17	11, 13, 21, 28, 55, 57	12, 14, 20, 32, 54(a,c,d), 56, 58	16, 22, 30, 44
		Test – 2	Date: 03/01/2016
18	13, 17, 29	14, 22, 24, 30	2, 8, 18, 26
19	1, 13, 26	14, 16, 22, 24	2, 6, 12, 18, 28
21	13, 15	14, 16	18, 20, 22, 26
		Test – 3	Date: 03/29/2016
22	17, 19, 35, 45(b)	18, 20, 36, 38	2, 4, 12, 32, 37
23	15, 17	16, 18	8, 12, 22, 24
24	23, 27	24, 26	16, 20, 22, 25
		Test – 4	Date: 04/14/2016
		Project Due	Date: 04/19/2016
	Final Exam		Date: 04.28/2016 Time: 7:00 – 9:30 am