Dillard College of Business Administration

SYLLABUS: Business & Economic Statistics
BUAD 3033-102
Fall 2011
MW 12:30 PM—1:50 PM, DB 329

Class Hours  Monday, Wednesday
12:30 PM – 1:50 PM, DB 329

Contact Information

Instructor:  Jim Owen, Ph.D.
Office:  Dillard 293
Office Phone:  940-397-4662
FAX:  940-397-4693
Office Hours:  Primary office hour:  M 11:00 AM to 12:00 PM;  Regular office hours -
MW 8:30-9:30 AM; 11:00 AM – 12:30 PM; and 3:00 – 5:30 PM; or by appointment
E-mail:  james.owen@mwsu.edu

Required Course Materials:

Optional Course Materials:
1. Lind, Merchal, and Wathen (2011). Study Guide for Basic Statistics for Business and

Course Description:
3033: Business & Economic Statistics 3(3-0) Credit: 3 semester hours
Introduction of statistical methods to the analysis of problems encountered in business
and economics. Topics include descriptive statistics, probability and probability
distributions, sampling and sampling distributions, estimation, hypothesis testing,
analysis of variance, and simple regression.

Learning Goals:
A. General Learning Goals
• Problem solving and decision-making abilities through critical analysis, evaluation, and
interpretation of business information. Problem solving skills and interpretation of results
will be assessed through homework problems and exams.
B. Course Specific Learning Goals
After completing this course, students should be able to:
• Summarize data using descriptive statistics.
• Understand the appropriate methodology for computing all statistical measures covered in this course.
• Apply basic statistical measures to the solution of structured business problems and interpret results.
• Understand how to compute probabilities for various events.

Final Course Grade Determinants:
Your final grade will be determined as a weighted average of your Homework, Midterm and Final Exam.
Three mid-term exams: 300 points
Homework: 300 points
Total: 600 points
Final Examination (as a make-up exam): 100 points [to replace lowest midterm grade]

Grading and Evaluations:
Each student’s semester average will be computed by dividing his/her total points earned during the semester by the total possible points (i.e., 600). Semester averages are computed to three decimal places and then rounded to the nearest whole number before comparison to the following grading scale.

Superior 90% to 100% A
Above Average 80% to 89% B
Average 70% to 79% C
Below Average 60% to 69% D
Failing 59% and Below F

Course Policies:

A. Attendance Policy.
Consistent with the university attendance policy, students are expected to attend all class meetings for this course. (Midwestern State University Undergraduate Catalog, Vol. LXXVIII, No. 1, 2010-2012, p.78.)

Arriving Late – A student who comes to class after the roll has been taken will be considered absent unless the student notifies the instructor after class.
Missing Class – With no advance notice, a student who misses 4 consecutive class meetings will be administratively dropped from the course unless the student consults with the instructor.
Electronic Devices – The following policies apply to all electronic devices such as cell phone, beepers, pagers, etc.
1. All electronic devices must be turned off during class time.
2. Cell phones must not be used as calculators during exams.
3. Cell phones must be turned off and stored in a pocket, purse, or notebook during all exams.
4. No cell phone calls may be made or received during class time.

B. Other Related Policies.

Make-Up Policy:
A student may arrange to take a scheduled exam early in the case where the student knows of a scheduling conflict on the date of the exam. Absent exercising the early exam option, students who miss a scheduled exam may take the final exam as the make-up exam.

Blackboard as a Course Supplement:
Extensive use of the MSU Blackboard program is a part of this course. Each student is expected to become familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can find access to the system through the MSU homepage. If you experience difficulties using it, please contact the technicians listed for the program or contact your instructor.

Academic Integrity:
Academic dishonesty (cheating, collusion, and plagiarism) is taken seriously and will be investigated when appropriate. The minimum penalty for any form of academic dishonesty is an “F” in this course and referral to the Dean of Students for disciplinary action, which may result in expulsion from the University. For a discussion of academic dishonesty, students are referred to the “Student Honor Creed” and the information on “Academic Dishonesty” found in the current catalog.” (Midwestern State University Undergraduate Catalog, Vol. LXXXVIII, No. 1, 2010-2012, p. 19.)

Americans with Disability Act:
This course follows the guidelines suggested by the Center for Counseling and Disabilities Services for those students who qualify for disability services. For more information see the topic “Services for Students with Disabilities” found in the current catalog. (Midwestern State University Undergraduate Catalog, Vol. LXXXVIII, No. 1, 2010-2012, pp. 26-27.) You may contact the Counseling Center at extension 4618. Location is #15 on MSU map.
Other Course Policies

1) Please bring a calculator to class.
2) Please do not use your laptop or cell phone during the class.
3) It is obviously in a student’s best interests to attend class regularly. The materials are cumulative in nature, so if a student misses some lectures, she or he will not make sense out of subsequent lectures. In addition, she/he potentially loses opportunities to earn quiz credits in the event of an absence. So skip at your own risk!
4) Students are expected to read the class material before and after the scheduled classes.
5) Announcements not made in class will be posted online through WebCT. Students have the responsibility to check the postings regularly.
6) Video and image recording other than taking hand-written or typed notes in the classroom is not allowed without the prior consent of the instructor. Tape recording of lectures, other than discussion of examinations, is permitted. Redistribution of course material prepared by the instructor in any form outside this class is not allowed.

OTHER RELEVANT INFORMATION:

Midwestern State University Student Handbook - See the most recent MSU Student Handbook for a statement of the university's policy on academic dishonesty. Any other questions not specifically addressed by this syllabus are governed by the student handbook. Make sure you have a copy and are familiar with all the procedures therein. Pay close attention to the Code of Student Conduct section.

Medical or Other Serious Problems - Please take time and make the effort to advise me if you have difficulties that require my attention to properly evaluate your classroom participation and activities.

Tape Recordings and Cell Phones - Tape recording of lectures is permitted. You may not tape record any information or class discussion when a graded test is being reviewed. Cell phones and pagers are prohibited unless the instructor has granted permission to have them in class.

Return of Exams - Never take an exam or graded answer sheet out of the classroom. This will result in an automatic zero (0) on the exam.

Grade Postings - Exam grades will be posted by using Blackboard.

Plagiarism Statement: “By enrolling in this course, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but shall not be limited to the right to reproduce the student’s work product in order to verify originality and authenticity, and educational purposes.”
**Lower Grades** – The instructor reserves the right to lower any student’s final grade by a letter grade (i.e., A to B, D to F) for:
(A) A negative, rude, unreasonably argumentative or inattentive attitude in class, or,
(B) Repeatedly disrupting the class for any reason (tardiness), or,
(C) NOT showing respect for fellow classmates' questions, opinions, or class presentations, or,
(D) Excessive absences – 5 or more - (see Attendance Policy above)

**Important Dates for Fall 2011 term:**

Last day for fall term schedule changes: 24 AUG 11  
Deadline to apply for graduation in December 2011: 03 OCT 11  
Last day to drop with grade of “W”: 17 OCT 11

**Syllabus Change Policy:** This syllabus is a guide for the course and is subject to change. All changes will be announced in class and students will be responsible for incorporating the changes into the syllabus.