

## DSCI 3710d-090 – Summer 2015 – Syllabus

**CLASS day & time:** TuTh 6:00 – 9:50 pm, Founders (Dallas Building 2) room 242  
**INSTRUCTOR:** Daniel Friesen, Ph.D.  
**OFFICE:** Founders, room 236 **PHONE:** 972-338-1805  
**E-MAIL:** Daniel.friesen@untdallas.edu  
**OFFICE HRS:** MW: 1 – 6 pm; TuTh: 4 – 6 pm; And by appt.

### **REQUIRED BOOKS & SOFTWARE:**

1. **Discovering Business Statistics**, Nottingham and Hawkes  
2013 ISBN 978-1-935782-87-2
2. **Hawkes Learning Systems: Business Statistics**, by James S. Hawkes, *Hawkes Learning Systems (HLS), 3/15 Version*. Note: This software is **required**. If you have **already purchased an earlier version** of the HLS software for DSCI 2710 or DSCI 3710, you do **NOT need to purchase new HLS software**. You can use the same access code and update the software. Individual copies of the software are required to certify modules, and to take the online WEBTEST quizzes.
3. **Optional Book:** Any Excel Primer - Most of you had an Excel reference in BCIS 2610 that will work fine.

**GOALS:** At the end of the course, students will

1. increase your appreciation for the use of statistics in business decision making,
2. better gauge the relevancy of business statistics to your future coursework,
3. be better able to communicate in the language of applied business statistics,
4. be better able to select the appropriate statistical tool/methodology to aid in business decision making for your future course work and future job,
5. be able to use appropriate statistical formulae to solve problems,
6. be more capable of using a computer to describe and analyze numerical data,

### **TEACHING METHOD:**

1. To better assist students in understanding the use of these methodologies in business, many of the class problems will be presented as simple business cases.
2. Students will observe and participate in the working of textbook problems. In addition, students are required to complete modules in **Hawkes Learning Systems (HLS): Business Statistics**. This process is intended to help students make more efficient use of their time in solving, and in learning how to solve, statistics problems.
3. Students are invited to participate in class discussions on statistical methodologies applied to non-trivial cases in various areas of business, i.e. to participate in class. The use of spreadsheets in analyzing business data will be stressed.
4. Students are required to complete tutorial assignments and computer projects.

**CAMPUS CLOSING POLICY:** In the event of an official campus closing, please check your UNT e-mail account (EagleConnect) or the HLS notice system for instructions about how to turn in various assignments, how the due dates are modified, etc.

### **GENERAL COMMENTS**

1. **Doing the assignments is essential for success in this course.** In fact, the assignments constitute a significant portion of your grade in this course. Students are encouraged to keep up with the homework.
2. Do not hesitate to ask questions in class. Usually someone else has the same question, so, by asking in class everyone can benefit from the question.
3. Regular and punctual attendance for the **full** period of each class is expected. Absences and tardiness are likely to cause you to miss the presentation of significant material and this may result in a lower grade.
4. In case they wish to withdraw from the course, Students have the final responsibility for seeing that they properly withdraw before the scheduled last drop day. A student who stops attending class should execute the drop procedure; failure to do so will result in a grade of "F" which cannot be changed.
5. Final grades are available electronically, via MyUNT and via Hawkes.

### **DSCI 3710 COURSE POLICIES:**

1. **Homework:** Only the (1) HLS modules (Certification Exercises), (2) Quizzes on Excel cases (via WEBTESTS), and (3) Exams are graded. **You are expected to read** and understand the relevant sections of the textbook. **All reading material is testable**, even if it is not emphasized in the lectures.
2. **Excel Cases:** Projects involving the use of **Excel** to analyze business data are assigned. These are an important part of the course grade that is graded via an online **Quiz** that is available in the HLS software using WEBTEST.  
**Taking Online Excel Quizzes:** To take a quiz in HLS, open the software as usual and select Web Test at the bottom of the page. This will open the Web Test area. Select Take Test on the left side of the page. When a new window opens, select Assigned Test and OK. From the Select a Test Menu you can select the appropriate Excel Quiz, Practice HLS Quiz, or Online HLS Quiz. These Quizzes will not open until the dates as posted in the progress report or as announced in class. Once you select the Begin Test button the clock is running for the assigned time allotted for the Quiz. If you log off before completing the Quiz/Exam, you will receive either a -0- or partial credit for what portion you did complete. Therefore assemble everything you need **BEFORE** opening the Quiz.
3. **Tutorial or Certification Exercises:** Tutorial exercises using the **Hawkes Learning Systems: Business Statistics (HLS)** are assigned. These form a significant part of the course grade and **must be registered in the HLS Web database** to receive full credit. On completion of a module, you should **save the HLS certification code to your disk**. If you are connected to the internet, the module will register automatically but check that you have received credit by going to your progress report.

**No credit is awarded for any exercise completed after 7/9 midnight.**

*To obtain your authorization code for using the HLS software, if you are a new purchaser of the software, you will need to visit HLS web site at <http://www.hawkeslearning.com/> . If you previously purchased the software and lost your code you should send an Email to HLS customer service at [codes@hawkeslearning.com](mailto:codes@hawkeslearning.com). It would be best to send your name as originally used, the name of the software, the prior term instructor's name, the term and year of the purchase, and the course for which you made the purchase (DSCI2710 or DSCI3710).*

4. **Exams:** There is one in-class mid-term exam worth 200 points and a **comprehensive final** worth 200 points. If a student misses the first in-class exam with an appropriate excuse, the final will be used to substitute for the missed exam (as well as for the final exam). For each exam you will be allowed to use formula sheets, notes, textbooks, a hand-held calculator, and Tables.
5. **Grading:** The 14 HLS modules are worth a total of 140 points (@ 10 points each); The 4 online Excel case quizzes are worth a total of 60 points (@15 pts. each); The in-class mid-term exam is worth 200 points, and the comprehensive final is worth 200 points.

**Point Allocation:**

Mid-term Exam	200
HLS Tutorials and Excel Quizzes (14*10 pts + 4*15 pts)	200
Final Exam (comprehensive)	<u>200</u>
<b>TOTAL:</b>	<b>600</b>

<b>Letter Grades:</b>	540+ = A	480+ = B	
	420+ = C	360+ = D	Below 360 = F

6. To be eligible for enrollment in upper-level business courses, students must have satisfied **all** of the following requirements:
  - a) A 2.70 grade point average
  - b) Completion of 45 hours of the pre-business course work,
  - c) Completion of **DSCI 2710** or equivalent with a grade of C or better. In addition, students are required to have completed:

Accounting 2020 and 2030 with grade "C" or better & Economics 1100

**If you are a business major (including business undecided or pre-accounting majors) enrolled in upper-level business courses and do not meet these requirements, please drop the upper-level courses immediately in order to receive a refund of your tuition.**

7. If you wish to register a complaint, you should first discuss your complaint with your instructor. If you wish to carry it further, contact Dr. K. Shumway, Dean of the UNTD School of Business, but **only after discussing it with me.**
8. The grade of "I" is not given except for rare and very unusual emergencies, as per University guidelines. If a student misses the final exam, he or she must provide an acceptable excuse. If the excuse is acceptable, the instructor will submit an "I" for the final grade and the student must make up the exam within the first two (2) weeks of the following term. **This is the only circumstance in which an "I" grade will be awarded. If you think you will not be able to complete the class satisfactorily, please drop the course. An "I" grade cannot be used to substitute for poor performance in class.**

If a student is caught cheating, s/he will be immediately removed from the class with a "WF" grade. To be reinstated, the student must provide substantial evidence to the contrary in a hearing held with the Director of Student Life.
9. Code of Conduct and Ethics: The policies for this course are consistent with those in the University of North Texas at Dallas Policies found at [www.untDallas.edu/hr/upol](http://www.untDallas.edu/hr/upol). You are responsible for familiarizing yourself with such information published by the University.
10. **Students with Disabilities:** The College of Business Administration complies with the **Americans with Disabilities Act** in making reasonable accommodations for qualified students with disability. If you have an established disability as defined in the "Act" and would like to request accommodation, please see your instructor or visit the Office of Student Life as soon as possible. The Disabilities Services Coordinator's name is Cynthia Suarez.
11. Dates of drop deadlines, final exams, etc., are published in the university catalog and the schedule of classes. Please be sure you keep informed about these dates (and any change thereof).

The Topics list is a tentative outline for the semester. It is meant to be a guide and several items are subject to change. Certain topics may be stressed more or less than indicated.

### DSCI 3710 – Topics

#### HLS – HLS: Business Statistics modules.

<u>DATE</u>	<u>TOPICS</u>	<u>SECTIONS</u>	<u>ASSIGNMENTS</u>
6/9 (T)	Course policies Brief DSCI 2710 review Hypothesis testing for population mean.	Chapters 1-9 10.1-10.4	Obtain HLS authorization code HLS-1, HLS-2, HLS-3 Download Excel #1
6/11 (R)	Practical vs Statistical; CI vs HT Testing a Hypothesis about a population proportion Testing a Hypothesis about a population Variance	10.5-10.6 10.7 10.8	Discuss Excel #1 HLS-4 HLS-5
6/16 (T)	Comparing Two Population Means Comparing Two Population Means: Small Samples, $\sigma_1$ and $\sigma_2$ unknown Paired Differences	11.1 11.2 11.3	HLS-6 HLS-7 Download Excel #2 HLS-8
6/18 (R)	Comparing Two Population Proportions Analysis of Variance	11.4 12.1-12.4	HLS-9 HLS-10 Discuss Excel #2
6/23 (T)	Test 1: Review Test 1: chapters 10-12.		
6/25 (R)	Test Debriefing Simple Linear Regression	13.1-13.7	HLS-11
6/30 (T)	More Simple Linear Regression Multiple Regression	13.8-13.10 14.1-14.3	HLS-12 HLS-13 Download Excel #3
7/2 (R)	More Multiple Regression Qualitative Independent Variables + Pitfalls	14.4-14.6 14.7-14.8	HLS-14 HLS-14 Discuss Excel #3 Download Excel #4
7/7 (T)	Review Multiple Regression Chi-Square Test for Association	15.1 and 15.3	HLS-16 Discuss Excel #4
<b>7/9 (R)</b>	Review for Final Exam <b>Final Exam—Comprehensive</b>		

**Quizzes:** Printed analysis results are required for completion of online quiz on each Excel case. Your grade on the Excel case is based on the quiz: 4 x 15 pts. = 60 pts.

<u>No</u>	<u>Date</u>	<u>Topic</u>
<b>Excel CASE #1</b>	<b>7/9</b>	Comparing population Means
<b>Excel CASE #2</b>	<b>7/9</b>	1 way ANOVA
<b>Excel CASE #3</b>	<b>7/9</b>	Multiple Regression
<b>Excel CASE #4</b>	<b>7/9</b>	Chi-Square test

Each excel case is evaluated using a short quiz based on it, given using WEBTEST on the due date. Students need to use their own analysis printout to answer the questions. Make-up quizzes are only given if arranged with your instructor.

## Online registration due dates for the HLS Modules

**Registrations due by 11:59 p.m. on 7/9 (but earlier is better):** 14 x 10 pts. = 140 pts.

<u>No.</u>	<u>Module</u>	
1	10.4a	Testing a Hypothesis about a Population Mean (Z-value)
2	10.4b	Testing a Hypothesis about a Population Mean (t-value)
3	10.4c	Testing a Hypothesis about a Population Mean (p-value)
4	10.7a	Testing a Hypothesis about a Population Proportion (z-Value)
5	10.7b	Testing a Hypothesis about a Population Proportion (p-value)
6	11.1	Comparing two population means
7	11.2	Comparing two population means: Small Samples, Sigma Unknown
8	11.3	Paired Difference
9	11.4	Comparing 2 population proportions
10	12.2-12.4	ANOVA
11	13.1-13.5	Fitting a Linear Model
12	13.8	Regression Analysis
13	14.5a	Inference Concerning the Multiple Regression Model and its Coefficients
14	14.5b	ANOVA Regression
15	14.7	Models with Qualitative Independent Variables
16	15.3	Chi-Square Test for Association Between Two Qualitative Variables

**No modules are accepted after 7/9/2014.** There are 16 modules listed but only 14 are required. Any modules in excess of 14 will be counted as extra credit.

### **Student Getting Started Directions – see <http://www.hawkeslearning.com/> for help**

#### **TO PURCHASE THE SOFTWARE (an Access Code) FOR YOUR COURSE:**

1. Go to [www.hawkeslearning.com](http://www.hawkeslearning.com) and click on **get your access code**. Phone HLS at 843-571-2825 for help
2. Under the heading, “I do not have a License Number,” click the link to [purchase an Access Code online](#).
3. Choose the product you need from the dropdown list.
4. Choose pay with Credit Card.
5. You will be taken to a secure site, where you will be asked to enter your credit card information. Please note that the address information **MUST** match the billing address of the credit card.
6. After your credit card information has been verified, you will be taken to a page where you will request an Access Code by entering your name, school, and email address.

Upon submitting the Access Code request, your Access Code will be emailed to you as well as displayed on the screen.

#### **TO DOWNLOAD and INSTALL THE HLS SOFTWARE AT HOME: use the update option instead if you have a version from a prior term**

1. Go to the HLS site and select the [Downloads Page](#) from the list on the left
2. Select Business Statistics product from the drop down list.
3. Click on the Full Install download option.
4. When prompted, save the Installer program to your Desktop folder.
5. After the file is saved to your desktop, double click on it to begin the installation. Please follow the prompts.
6. When prompted for the Course ID enter **UNTDDBS** in the box provided.  
**-If you do not have internet access**, select the option that says “No, I will not be accessing an online progress report from this computer.”
7. If you prefer, HLS can send you new CDs. There is a \$5.00 shipping and handling cost. These disks do NOT include a license number or Access Code you will have to purchase those separately. To purchase the CDs for installation purposes go to <http://hawkespublishing.stores.yahoo.net/cdonly.html>

#### **TO ENTER THE SOFTWARE AND SAVE YOUR ACCESS CODE:**

1. Double-click on hawk icon on your Desktop (or go to Start, Programs, Hawkes Learning Systems).
2. Enter your access code when prompted. You may type it, paste it, or load it from a disk (if you saved it from e-mail) by clicking the “F1-Load From Disk” option and browsing to the path where you saved it. If you type or paste your access code, you will be prompted to save it. Save your access code to avoid typing it each time.

### **TO ENROLL IN YOUR INSTRUCTOR'S GRADEBOOK:**

1. **If you have internet access** and have entered your Course ID (which is **UNTDDBS**), you will automatically be asked to enroll in your instructor's gradebook the first time that you log in to the software. Choose your instructor's name and the correct section from the pull-down menus.
2. **If you do not have internet access** on the computer where the software is installed, you will need to enroll in your instructor's gradebook by going to [www.hawkeslearning.com/UNTDDBS](http://www.hawkeslearning.com/UNTDDBS). After entering your Access Code, you will be prompted to choose your instructor's name and the correct section from the pull-down menus.

### **TO CERTIFY (DO YOUR ASSIGNMENT IN THE SOFTWARE):**

1. The **Certify** option is where you will complete your assignment.
2. After certifying, you will be given a certification code (this verifies that you completed your assignment). It is recommended that you print and/or save your certification code.
3. **a. If you have internet access**, you should receive a message that says your certificate has been submitted in your instructor's gradebook. You are now done with that assignment! If you do not receive this message, follow the directions under "b."  
**b. If you do not have internet access**, you will need to save the certification code file to a disk and upload the saved file from your disk on the internet from campus to get credit for your assignment in your instructor's gradebook. To do this,
  - go to [www.hawkeslearning.com/UNTDDBS](http://www.hawkeslearning.com/UNTDDBS) and log in using your access code
  - click the [Submit Certificate\(s\)](#) link
  - select the Lesson Name from the drop down list. Load your certification code from a disk and click OK. Your certification code is now submitted!
  - you need to perform these steps after you Certify to get credit for each of your assignments

**\* Be sure you submit your Certification Code ON or BEFORE the due date to get credit for the assignment.**