

University of North Texas at Dallas
Fall 2012
SYLLABUS

DSIC 2710D-091: Data Description and Analysis 3 Hrs	
Department of	<i>Business</i>
Division of	<i>Urban and Professional Studies</i>
Instructor Name:	<i>Daniel D. Friesen</i>
Office Location:	<i>Founders Hall 236</i>
Office Phone:	<i>972.338.1805</i>
Email Address:	<i>dfriesen@unt.edu</i>
Office Hours:	<i>M: noon-4 p, W: 1 – 5 p; R: 1-4 p; And by appt.</i>
Virtual Office Hours:	<i>Not applicable</i>
Classroom Location:	<i>Founders Hall 101</i>
Class Meeting Days & Times:	TR 11:30 am - 12:50 pm
Course Catalog Description:	Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.
Prerequisites:	None
Co-requisites:	None
Required Text:	<ol style="list-style-type: none"> 1. <u>Business Statistics: Analytics for Decision Making</u>, Kvanli / Pavur / Keeling 2. <u>Adventures in Statistics</u>, by James S. Hawkes of Hawkes Learning.
Recommended Text and References:	None
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fhg.follett.com
Course Goals or Overview:	
	The goal of this course is to learn how to use basic business statistics.
Learning Objectives/Outcomes: At the end of this course, the student will	
1	have an increased understanding of the use of statistics in business decision making,
2	be better able to select the appropriate statistical tool/methodology to aid in business decision making,
3	be able to use a computer spreadsheet program such as Excel to describe and analyze numerical data,
4	be better able to communicate in the language of applied business statistics,
5	be able to manipulate simple statistical formulae to solve non-verbal (numerical) problems,
6	have an enhanced ability to follow directions and instructions.

Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated by email, Hawkes, and in-class discussion.

TOPICS	TIMELINE
Course Policies; Introduction to Statistics; Frequency Distributions	Week 1
Descriptive Graphs; Descriptive Measures	Week 2
Trend and Seasonal Variation; Index Numbers	Week 3
Probability Concepts	Week 4
Exam Review and Exam	Week 5
Discrete Probability Distributions; Binomial Distribution	Week 6
Poisson Distribution; Continuous Probability Distributions	Week 7
The Normal Curve	Week 8
Exam Review and Exam	Week 9
Inference and Sampling; Confidence Intervals for the Mean	Week 10
Confidence Intervals for the Mean; Determining Sample Size	Week 11
Exam Review and Exam	Week 12
Quality Improvement; Control Charts; Control Charts for Variables; Control Chart Patterns	Week 13
Control Charts for Attributes; Process Capability; Exam Review	Week 14
Final Exam	Week 15

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

1. **Exams** – written tests designed to measure knowledge of presented course material. There will be three in-class exams. For each exam, you will be allowed to use a calculator, a formula sheet and tables. All exams are open book but NOT open notes.
2. **Assignments**—*written assignments designed to supplement and reinforce course material.*
 - a. **Excel Assignments:** Five computer exercises using Excel are assigned. Output from these assignments will be used to complete on-line quizzes via Hawkes Learning System and, as such, are an important part of the course grade.
 - b. **Hawkes Tutorial Exercises:** Fifteen tutorial exercises using the **Hawkes Learning modules** are assigned. These are an important part of the course grade. You will not hand in anything here since the modules must be certified online.

Grading Matrix:

Instrument	Value (points or percentages)	Total
Excel Assignments	5 assignments at 5 points each	60
Hawkes Tutorial Exercises	15 exercises at 5 points each	80
Exams	3 exams at 180 points each but drop the lowest score	360
Final Exam	1 comprehensive final exam	200
Total:		700

Course average based on all components

90+ = A 80+ = B 70+ = C 60+ = D Below 60 = F

University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Life Office, Suite 200, Building 2 or call Laura Smith at 972-780-3632.

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you with a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class.

Assignment Policy:

Practice problems are discussed in class. They come from the end-of-chapter / end-of-section problems. Understanding these problems is critical to learning the material well enough to complete exams within allotted time. 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 lecture.

Exam Policy:

The instructor may allow a make-up exam, or the final exam could be counted twice instead of giving a make-up exam. The course grade of "I" is not given except for rare and very unusual emergencies, as per university guidelines.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

In addition, all academic work submitted for this class, including exams, papers, and written assignments should include the following statement:

On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

Attendance and Participation Policy:

Attendance is not counted in the grading policy; neither is participation. Student success is directly related to attendance and participation. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Office of Student Life as the instructor deems appropriate.

Policies:

- Laptops and other electronic aids are encouraged, provided their use is not distracting to other students.

- *The grade of Incomplete, "I", is seldom assigned. Please review the details of Incompletes in the Student Handbook.*