

COURSE SYLLABUS

Course Description

Most decisions in the world of social science are based on what is learned in theory and consideration of real-world observations and experience. This course will give you a firm grasp of statistical concepts that would be crucial to your career. It will introduce you to elementary statistical procedures that require a minimum knowledge of mathematics. When you complete this course, you will have the statistical foundations needed to employ basic methods of sound empirical analysis.

Course Materials

- TI-83, TI-83 Plus, TI-84, or TI-84 Plus Calculator [REQUIRED]
- Three-Ring Notebook (2- to 3-inch), Paper, Pencils, Large Eraser [REQUIRED]

Course Grade

Students will accumulate their points to establish their course grades. The points are broken into the following section. If any section exceeds these points, the professor reserves the right to rescale the points used back in terms of the points listed for that section or allocate points from other sections.

- Quiz* 15 points
*This category can include individual assignments, group assignments, and recorded lecture attendance.
- Homework 15 points
- Exam #1 15 points
- Exam #2 15 points
- Exam #3 15 points
- Final (12/14/09, 7:00pm – 9:00pm) 25 points (Cumulative)

At the end of the semester, students will add up their respective points to create their tentative course grade. Keep in mind that the official course grade is based on the sole prerogative of the professor.

Contacting Your Professor

Office Hours: MTWRF 11:15am-12:45pm (Fridays and other times are by appointment)
Office Location: Hutcheson Hall, Room 417-C
Phone Number: Office: 540-231-1125, Cell: 815-501-7417 (use only in an emergency)
E-Mail Address: lemons@vt.edu

Quizzes

Quizzes will be administered based on student performances on daily sponge activities. If the professor feels that the students failed to understand the concepts covered in the activity, a quiz will administered. At the end of semester, any unused quiz points will be added to the students' final grade. Sponge activities are not used to accumulate bonus quiz points, but rather to prevent the professor from using the quiz points. For excused absences, it is the student's responsibility to set an appointment with the professor to take the make-up quiz within two school days of the date of the original quiz (unless special permission has been given by the professor ahead of time).

Homework

Homework assignments will give students additional practice on the course material. These assignments will either be posted on Blackboard or distributed in class as a worksheet. Students are encouraged to work in groups on homework assignments unless specified by the professor. However, the student's submitted work should represent his/her own ideas. For worksheet assignments, students are not allowed to copy "word-for-word" answers from each other.

Exams & the Final Exam

Students are required to bring their Virginia Tech identification card to the first exam. A student will not be allowed to take the exam without it and no other document or identification can be substituted.

Arriving on time to all exams is important. If a student arrives after another student has finished and exited the room, the late student will not be allowed to take the exam and will receive a grade of zero.

For excused absences, it is the student's responsibility to set an appointment with the professor to take the make-up exam within two school days of the date of the original exam (unless special permission has been given by the professor ahead of time). All exams must be completed before completing the final exam.

Making up an Assignment

Make-up assignments will be offered for extreme, well-documented emergencies approved by the professor. Excused absences are limited to the following conditions. If the absence is not listed as one of these conditions, (unless approved by the professor ahead of time) it does not count an excused absence.

- ***Death in the Family***: the student must immediately contact his or her dean to get an official notice sent to the professor.
- ***Surgeries***: the student must immediately contact his or her dean to get an official notice sent to the professor prior to the surgery.
- ***Court Appearances***: the student must show to the professor the legal documentation explaining that the court appearance takes place during the day and time of the lecture.
- ***Doctor, Counselor, or Health Center Appointments***: If the student had an appointment prior to the missed lecture, the health center or doctor must provide a notice explaining that the student needed to be excused on the missed lecture day. Otherwise, the student must show a note stating that that the appointment took place on the day and time of the missed lecture.
- ***Certified University-Related Activities***: the student must contact the faculty advisor and have the faculty advisor send a letter or email verifying the student's participation in the activity.

Honor Code

The Honor Code will be strictly enforced in this course. Each student is expected to behave in such a manner that his/her academic integrity is beyond question. The Honor Code expressly forbids the following academic violations:

- **Cheating:** Cheating includes the actual giving or receiving of any unauthorized aid or assistance or the actual giving or receiving of any unfair advantage on any form of academic work, or attempts thereof.
- **Plagiarism:** Plagiarism includes the copying of the language, structure, ideas and/or thoughts of another and passing off same as one's own, original work, or attempts thereof.
- **Falsification:** Falsification includes the statement of any untruth, either verbally or in writing, with respect to any circumstances relevant to one's academic work, or attempts thereof. Such acts include, but are not limited to, the forgery of official signatures, tampering with official records, fraudulently adding or deleting information on academic documents such as add/drop requests, or fraudulently changing an examination or other academic work after the testing period or due date of the assignment.

Professor's Advice to the Student

To maximize your grade in this class, students are required to adhere to the following:

- **Come to Every Class:** Attendance is required. If you miss any lectures, you will be considered to your professor "behind in the course" and "failing" until you catch up with the class in the course material.
- **Save your Excuses:** Your professor is psychic, has a low tolerance for excuses, and can spot a real excuse from a fake one.
- **Utilize the Office Hours:** Your professor's office hours will be used to answer specific questions that you have in the course material and not to re-teach the material to students who were absent from class (you will be sent away if you come with that purpose). Bring your class notebook when you come.
- **Quick Study:** Study the lecture notes from the previous lecture before coming to class.
- **Get the Correct Calculator:** You will need the TI-83, TI-83 Plus, TI-84, or TI-84 Plus Calculator for this course. Your professor will demonstrate how to operate it during lectures. Please note that the TI-85, TI-86, TI-89, the TI-92, or any other brand of calculators are prohibited in this course at all times.
- **Get a Homework Partner:** By the end of the first lecture, find at least two students in the course that you can work with (regardless of how smart, shy, quiet, or outgoing you think are). This is so you can get the notes from them if you are ever absent. Also, they make great study partners for exam preparation. Your professor cannot be your homework partner.