### SYLLABUS
MTH 265 - 80

3 hours

Elementary Statistics Online Course
Summer 2015

Course Information

<table>
<thead>
<tr>
<th>Prerequisite(s)</th>
<th>Students are required to complete one or more of the following prerequisites for this course. Pre-requisites for Math 265:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A. COMPASS score of 51 or higher on Algebra section or 0 – 45 on the College Algebra section</td>
</tr>
<tr>
<td></td>
<td>B. A transcript on file verifying a grade of “C” or higher in MTH 100 (or an equivalent math course)</td>
</tr>
<tr>
<td></td>
<td>C. A score of 25 or higher on the Mathematics portion of the ACT, or a score of 580 or higher on the Mathematics portion of the SAT</td>
</tr>
</tbody>
</table>

Students who enroll without completing prerequisites for this course may be withdrawn by the College and may not qualify for a refund of tuition. It is the responsibility of the student to ensure that all course prerequisites are completed and documented at the College.

| Course Description | This course provides an introduction to methods of statistics, including the following topics: sampling, frequency distributions, measures of central tendency, graphic representation, reliability, hypothesis testing, confidence intervals, analysis, regression analysis, estimation, and applications. Probability, permutations, combinations, binomial theorem, random variable, and distributions will be included. |

| Student Learning Outcomes | The five general education areas for the college are mathematical skills, computer skills, writing skills, oral communication skills, and critical thinking skills. The objective of this course is to provide an understanding of concepts, develop competent skills, and demonstrate applications in the following areas: 1. Basic probability. 2. Statistical parameters and probability distribution. 3. Statistical tests, predictions, and decisions in realistically stated situations, and to choose the appropriate tests according to the situation. |

| Class days and time | ONLINE |

| Required textbook and Course Materials | Book: Beginning Statistics, 2nd Edition Authors: Warren, Denley, & Atchley Publisher: Hawkes Learning Systems: Bundled with Hawkes Learning Systems: ISBN: 978-1-932628-68-5 A scientific calculator is required for this class (specifically TI 30/36). A graphing calculator is recommended for this class. Acceptable graphing calculators are the limited to: TI 83/84– plus and TI 89. Students may use calculators on exams; however, some portions of the exam may not allow calculator usage. Students may NOT use calculators in which they have stored formulas, equations, data, etc. in the memory of that calculator. There may be some portions of the tests or quizzes in which calculators will not be allowed. Students will also need access to Microsoft Excel, Microsoft Word, and a scanner. |

| Last Date of Withdrawal | Full Term: July 17, 2015 |

| Make-up policy | While the first exam is given online, there will be at least two proctored / face-to-face on campus exams. Students who miss a proctored / face-to-face test should contact the instructor (if possible) within 24 hours of the missed test. Students who have an excused absence (see Standard College Policies sheet) should present documentation and complete the make-up test within one week of the last day covered by their excuse. Students who will miss a test because of official school events must make arrangements for making up work prior to missing. Documentation subject to verification. Because the first test is online and quizzes are all online and spread over the course of the term, and because due dates are known well in advance, you will not be allowed to make-up Exam 1 and make-up quizzes are not permitted. |

| Daily Activities, Class Participation, Pop Quizzes, etc. | A number of quizzes will be given. All quizzes will be given online in the Hawkes Learning Software. One quiz grade will be dropped. Homework will be completed using the Hawkes Learning System Software that accompanies your test book. Discussion board posts will be completed within the Blackboard platform. Click on the link to discussions for more information. No late discussion board posts will be accepted. Projects will be submitted via the assignment link within Blackboard. Assignments must be submitted as a single 1) Word Document, 2) PDF file, or 3) JPG, BMP, or GIF file. |

| Final Examination | The final exam is a proctored or face-to-face paper exam and must be taken during the following time frame: Friday July 31st 8:00 AM – Wednesday, August 5th 12:00 noon. |
Shelton State Community College continues to be committed to a safe teaching and learning environment for students and employees. In an effort to further strengthen efforts at keeping the College Community free from weapon related violence and to eradicate sexual misconduct crimes and infractions, SSCC has recently enacted the following policies that address these areas specifically. Sexual misconduct is an often underreported crime and victims should be aware that SSCC has a confidential process in place for reporting such actions and for helping victims identify resources for assistance. Links to these policies and other important emergency preparedness related topics may be found on the college website: http://www.sheltonstate.edu/discover_sssc/emergency_preparedness.aspx.

Instructor Information

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Shywanda R. Moore</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor’s E-mail and phone number</td>
<td>Email: <a href="mailto:srmoore@sheltonstate.edu">srmoore@sheltonstate.edu</a> Phone: 205 – 391- 2371</td>
</tr>
<tr>
<td>Student hours and location for Student Hours</td>
<td>Martin Room 2705 TBD – WILL ANNOUNCE IN BLACKBOARD</td>
</tr>
<tr>
<td>Website</td>
<td>Instructor Website: <a href="http://www.sheltonstate.edu">http://www.sheltonstate.edu</a> → Faculty/Staff → Faculty Website Directory Blackboard: <a href="https://myelearning.sheltonstate.edu/">https://myelearning.sheltonstate.edu/</a></td>
</tr>
<tr>
<td>Division Chair’s E-mail and phone number</td>
<td>Department chairperson: Darrell Hagler Office: Martin 2630 Phone: 205-391-2433</td>
</tr>
</tbody>
</table>

College Policy Information

<table>
<thead>
<tr>
<th>Academic Misconduct</th>
<th>Students are expected to be honorable in all college assignments. Suspected cases of academic misconduct are reported to the Dean of Academic or Technical Services.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance Policy</td>
<td>SSCC Attendance Policy: Students are expected to attend all classes for which they are registered, to be prompt, and to remain in class/lab for the entire time. Attendance will be recorded at every class/lab meeting. On the final grade report, instructors are required to identify the last day of attendance for all students who receive a grade of “F” or “U.” Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from the class. Withdrawal from class can affect eligibility for federal financial aid. If a student is unable to attend at least 80 percent of class meetings, regardless of the reason or circumstance, it is recommended that the student withdraw from that class; excessive absences interfere with the student’s ability to successfully complete the course.</td>
</tr>
<tr>
<td>Standard College Policies</td>
<td>The college catalog and website detail standard college polices for all teaching and learning activities. This class syllabus is intended to give further detail about the policies and expectations in this class. Students are expected to be aware of and abide by College policies in every class.</td>
</tr>
<tr>
<td>Student Email (Bucs Mail)</td>
<td>All students who are or have been registered for classes at Shelton State Community College are provided an e-mail account. Students who are currently registered must have an e-mail account. Electronic mail is the official method of communication for delivery of information. Shelton State designated communicators may use this e-mail account to send official communications to the student body. Student -email addresses will be recorded in the college’s electronic directories and records. To activate/sign in to your Bucs Mail account, visit the Bucs Mail icon at <a href="http://www.sheltonstate.edu">www.sheltonstate.edu</a>.</td>
</tr>
<tr>
<td>Quality Enhancement Plan</td>
<td>Shelton State’s Quality Enhancement Plan (QEP) Improving Student Success in Online Classes</td>
</tr>
</tbody>
</table>

The College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its admissions, programs, and services in compliance with Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Educational Amendments of 1972, and the Americans with Disabilities Act of 1990. – See more at: http://www.sheltonstate.edu/discover_sssc/eecr_statement.aspx#sthash.ZEkKOyPj.dpuf

Grading:
Letter grades will be assigned according to the following (final grades are rounded to nearest integer):

<table>
<thead>
<tr>
<th>Percentage Grade</th>
<th>Letter grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>59 and below</td>
<td>F</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Activities – Option 1</th>
<th>Percentage of Grade</th>
<th>Student’s Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 1 – ONLINE SEE SCHEDULE</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Test 2 – PROCTORED – FACE-to-FACE</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Test 3 – PROCTORED – FACE-to-FACE</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Projects (the 3 projects will total 100 points and serve as a single grade) – Submitted in Blackboard</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Discussion Board Posts (5 total)</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Online Homework Assessment – in HLS</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>Quiz Average</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activities – Option 2</th>
<th>Percentage of Grade</th>
<th>Student’s Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive Final Exam</td>
<td>60%</td>
<td></td>
</tr>
<tr>
<td>Projects (3 total)</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Discussion Board Posts (5 total)</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Online Homework Assessment</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>Quizzes</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

***** Your exam average (60% of your grade) will be computed from three equally weighted exam scores.

If all exams have been taken, students have the option of not taking the Final Exam if they are satisfied with their grades. If a student wishes to take the final exam, the final exam will replace all 3 exam scores in the computation of the exam average and the final average.

For documentation purposes, COMMUNICATION WITH THE INSTRUCTOR MUST BE DONE EXCLUSIVELY THROUGH BLACKBOARD. Please use the course messaging system in Blackboard. (This does not apply to the features within Hawkes Learning Software.) Responses will be given within a 48-hour time period, although most will be answered much sooner. Check your Blackboard announcements and messages daily!!!
Testing Information

Tests are given on the Martin Campus of Shelton State Community College. Testing times and locations are as follows:

Test 1 – Taken online in the Hawkes Learning System or using Installed Hawkes Learning Software on your computer

- Test 1 (Covers Chapters 1 – 4). Taken online in the Hawkes Learning System. It will open Tues. June 16th at 12:01 AM CT and will close on Mon. June 22nd at 11:59 PM. You have only 1 attempt at this test and it is timed (90 minutes). Missed exams cannot be made up.

TEST 2 & TEST 3 – ARE PROCTORED / FACE-TO-FACE PAPER EXAMS

If you are in the Tuscaloosa area, there will be available time slots and rooms available for you to take your exams on the Martin Campus during the available time periods. These time slots will be posted prior to June 1st.

If you are not in the Tuscaloosa area and/or on campus time slots will not work with your employment or school schedule, you will need to arrange for a proctor for your tests.

Students with a need for proctors are required to complete the Student Proctor Agreement. This form can be found here: http://www.sheltonstate.edu/sites/www/Uploads/files/Testing%20and%20Assessment/SSCC%20Student%20Proctor%20Agreement%20Rev.pdf

The Student - proctor agreement form is due no later than 1 week prior to each exam. If not received 1 week prior to the testing window, the student will have to take the exam during one of the on-campus testing slots. Tests will not be sent to proctors until the student has submitted the proctor information to the Testing Center for approval and the Instructor has received the form from the Testing Center. Testing deadlines are to be adhered to and no extensions can be granted without proper documentation.

It is the student’s responsibility to make sure the proctor has received the proctor service request form.

Mail, fax or email the completed Student/Proctor Agreement to:
Shelton State Community College
Testing and Assessment Center
9500 Old Greensboro Road Box 188
Tuscaloosa, AL 35405
205.391.2468 (fax)
testing@sheltonstate.edu

Once received, I will send a confirmation message to you using Blackboard Course messages letting you know that I have received the proctor information. If you have not received a message prior to the start of exams, please contact me as soon as possible.

For on campus test takers, you will notify me via course messages of the date and time slot you will be selecting. Please be on time and bring photo identification. Additional time will
Tests MUST be taken on the scheduled day. If you have extenuating circumstances and cannot attend the test date for a particular test, you may take the test EARLY during instructor office hours (instructor must be contacted at least one week in advance of test). You will not be allowed to take a test once the deadline has passed without appropriate medical / legal documentation for the test day. Please read the portion that follows about what to do if you have conflicts with days and times posted for tests and/or exams.

**WEEKLY SCHEDULE**

**Week 1: Tues. May 26 – Mon. June 1**

- Watch Course Overview Videos (3) on the Start Here Page
- Read Course Syllabus
- Read Getting Started with Hawkes Learning
- Read Chapter 1
- Read Section 2.1 (pages 53 - 69)
- Watch all posted videos
- **Orientation Quiz 1 (located in Hawkes Learning) is due by 11:59 pm on Fri. May 29th.**
- Complete all assigned Chapter 1 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 1st.**
- **Discussion Board #1 Due: Mon. June 1st.**
- **Quiz 2 (located within the Hawkes Learning Software) due by 11:59 pm on Mon. June 1st. (This Quiz Covers Chapter 1)**
- **Optional: Bonus – Complete chapter 1 Review (located within the Hawkes Learning Software) by 11:59 pm on Mon. June 1st.**

**Week 2: Tues. June 2 - June 8**

- Read Sections 2.2 & 2.3
- Watch Chapter 2, sections 2.2 -2.3 video
- Complete all assigned Chapter 2 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 8th**
- Read Chapter 3.
- Watch Chapter 3 section 3.1 video, section 3.2 video, and section 3.3 video.
- **Quiz 3 due by 11:59 pm on Mon. June 8th**
- Optional: Bonus – Complete chapter 2 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 8th**
Week 3: Tues. June 9 – Mon. June 15

- Complete all assigned Chapter 3 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 15th**.
- Read Chapter 4
- Watch Chapter 4 section 4.1/4.2 video & Chapter 4 section 4.3/4.4 video
  - Complete all assigned Chapter 4 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 15th**.
- **Discussion Board #2 Due: Mon. June 15th**.
- Optional: Bonus – Complete chapter 3 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 15th**.
- Optional: Bonus – Complete chapter 4 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 15th**.

Week 4: Tues. June 16 – Mon. June 22

- **Test 1 (Covers Chapters 1 – 4). Taken online in the Hawkes Learning System.** It will open Tues. June 16th at 12:01 AM CT and will close on Mon. June 22nd at 11:59 PM. You have only 1 attempt at this test and it is timed (90 minutes). Missed exams cannot be made up.
- **PROJECT 1 DUE IN (SUBMITTED IN) BLACKBOARD BY 11:59 PM ON THURS.. JUNE 17TH**
  - Watch Chapter 5, section 5.1 – 5.2 video
  - Complete all assigned Chapter 5 Homework (only sections 5.1 & 5.2 located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 22nd**
  - Optional: Bonus – Complete chapter 5 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. June 22nd**

Week 5: Tues. June 23 – Mon. June 29

- Read Chapter 6 (all sections)
- Watch Chapter 6, section 6.1 – 6.3 video & Chapter 6, section 6.4 video
  - Complete all assigned Chapter 6 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Monday, June 29th**
- Read Section 7.1 – 7.2
- Watch Chapter 7, section 7.1 – 7.2 video
  - Complete all assigned Chapter 7 Homework (section 7.2 only - located within the Hawkes Learning Software) by 11:59 pm on **Monday, June 29th**.
  - **Quiz 4 due by 11:59 pm on Monday, June 29th**
- **Discussion Board #3 Due: Monday, June 29th**
- Optional: Bonus – Complete chapter 6 Review (located within the Hawkes Learning Software) by 11:59 pm on **Monday, June 29th**.
**Week 6: Tues. June 30 – Mon. July 6**

- **TESTING (PROCTOR or ON-CAMPUS TESTING TIME) INFORMATION FOR TEST 2 DUE BY 11:59 PM ON TUESDAY JUNE 30TH**
  - Read Sections 8.1 – 8.2
  - Watch Chapter 8 section 8.1/8.2 video
  - Read Sections 8.3 – 8.4
  - Watch Chapter 8 section 8.3/8.4 video
  - Complete all assigned Chapter 8 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 6th**
    - Optional: Bonus – Complete chapter 8 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 6th**
  - **Quiz 5 due by 11:59 pm on Monday, July 6th.**

**Week 7: Tues. July 7 – Mon. July 13**

- **PAPER -- Test 2 (Covers Chapters 5 – 8). Must be taken on Shelton State campus or with an approved proctor at a scheduled time during the following time frame: Tuesday, July 7 – Mon. July 13. See syllabus and course orientation videos for more information on Proctored / In-Person Testing.**
- **PROJECT 2 DUE IN (SUBMITTED IN) BLACKBOARD BY 11:59 PM ON THURS., JULY 9TH**
  - Read Sections 9.1 & 9.2
  - Watch Chapter 9 section 9.1 video & section 9.2 video (**they are listed in the additional videos tab**)
  - Read Chapter 10 sections 10.1 – 10.4
  - Watch Chapter 10, section 10.1 – 10.4 video
  - Complete all assigned Section 9.1 & 9.2 homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 13th**

**Week 8: Tues. July 14 – Mon. July 20**

- **TESTING (PROCTOR or ON-CAMPUS TESTING TIME) INFORMATION FOR TEST 2 DUE BY 11:59 PM ON FRIDAY JULY 17TH**
  - Read Section 10.7
  - Watch Chapter 10, section 10.7 video
    - Complete Section 10.1 – 10.4 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 20th**
    - Complete section 10.7 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 20th**
    - Optional: Bonus – Complete chapter 10 Review (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 20th**
  - Read section 11.6
  - Watch Chapter 11, section 11.6 video
    - Complete section 11.6 Homework (located within the Hawkes Learning Software) by 11:59 pm on **Mon. July 20th**
  - **Quiz 6 due by 11:59 pm on Mon. July 20th**
  - **Discussion Board #4 Mon. July 20th**

- Read Sections 12.1 – 12.2
- Watch Chapter 12 section 12.1 video and watch Chapter 12 section 12.2 video
  - Complete all assigned Chapter 12 Homework (sections 12.1 – 12.3 - located within the Hawkes Learning Software) by 11:59 pm on Friday, July 24th
- Quiz 7 due by 11:59 pm on Fri. July 24th
- Discussion Board #5 Fri. July 24th

*****Week 10: Fri. July 24th – Thursday. July 30th

- Test 3 (Covers Chapters 9, 10, 11 & 12). Must be taken on Shelton State campus or with an approved proctor at a scheduled time during the following time frame: Friday July 24th – Thursday, July 30th. See syllabus and course orientation videos for more information on Proctored / In-Person Testing.
- PROJECT 3 DUE IN (SUBMITTED IN) BLACKBOARD BY 11:59 PM ON WED., July 29th

FINAL EXAM Information

If all exams have been taken, students have the option of not taking the Final Exam if they are satisfied with their grades. If a student wishes to take the final exam, the final exam will replace all 3 exam scores in the computation of the exam average and the final average.

If a student wishes to take the final exam, the final exam must be taken during the following time frame: Friday July 31st 8:00 AM – Wednesday, August 5th 12:00 noon.

No proctored final exams can be scheduled after 12:00 noon on Wednesday, August 5th.