INSTRUCTOR: Joy Moore
OFFICE: NM 120
PHONE: (727) 791-2542
FAX: (727) 444-6866
E-MAIL: Moore.Joy@spcollege.edu

COURSE PREREQUISITE: MAT 1033, MAT 1100, or appropriate score on the Mathematics Placement Test.

DEPARTMENT CHAIR: Joy Moore, NM 120 (Clearwater), (727) 791-2542
DEAN OF MATHEMATICS: Jimmy Chang, SA 215B (SP/Gibbs), (727) 341-4305

E-CAMPUS WEBSITE: http://www.spcollege.edu/ecampus

IMPORTANT DATES
(available at: http://www.spcollege.edu/calendar/)
Course Dates: 01/12 – 05/07
Deadline to drop with refund: 01/16
Deadline to withdraw without refund: 03/25
Midterm Exam: 03/20 – 03/22
Final Exam: 05/01 – 05/03
Final grades posted: 05/08

Required Course Materials
- Elementary Statistics with MyStatLab Access Code, Larson & Farber
  (ISBN: 9780133876239)
- Access to a computer and the internet

Required Course Sites
Every course at St. Petersburg College (SPC) has a MyCourses location with course information and support. You are expected to become familiar with that course site and participate in accordance with your instructor's communication.

Course Description
This course includes concepts taken from topics which include descriptive statistics, measures of central tendency and dispersion, probability, probability distributions, relative frequency distributions, sampling distributions, binomial distribution, normal distribution, the student's t
distribution, the Chi-square distribution, estimation using confidence intervals, hypothesis testing, linear regression and correlation. Three credit hours.

**Course Goals**

This class is taught using a software program called MyStatLab. Your instructor will not be giving any in-class lectures as the subject matter is delivered by your interaction with the computer software. Keep in mind this is neither a self-paced nor an independent study class; it is a guided student-centered, computer-delivered full course curriculum which fosters early completion of a course. As it is your primary instruction for this course, you are expected to follow the sequence of modules within each lesson and complete your lessons and tests by following the Schedule. Be sure not to fall behind this schedule as it is difficult to catch up. There are deadlines established to assist you in completing this course in a timely manner.

**Major Learning Outcomes**

1. The student will understand the methods for organizing and describing sets of data.
2. The student will understand how probability is used to make statistical inferences.
3. The student will be familiar with the fundamental concepts of random variables as they apply to statistical inferences.
4. The student will understand how sampling distributions are used in making statistical inferences.
5. The student will be familiar with the fundamental concepts of statistical inference as they apply to problems found in other disciplines.
6. The student will understand the basic principles of simple linear regression and correlation and their applications to practical problems in today's society.

**Important College Policy Regarding Course Drop-Add Period and Audit Information**

Students CANNOT add a course following the 1st day the class meets. Students CAN drop a course during the 1st week of class and be eligible for a refund. (See a counselor/advisor to finalize your schedule, so you won’t be left without the classes you want or need). Students may not change from credit to audit status after the end of the first week of classes.

**Attendance, Active Participation, and Withdrawal Policy**

In January 2008 the college implemented a new attendance policy. Revised Board of Trustees rule 6Hx23-4.30 replaces the information found on pages 136 and 137 in the Student Rights and Responsibilities section of the 2008-09 Student Planner and Handbook. Each instructor must exercise professional judgment to determine if you are actively participating in class. Faculty will publish their own personal participation/attendance policies in their syllabi. This policy will be used to determine grades. If you are not actively participating in class as defined in an instructor’s syllabus, you will be reported to the administration during the week following the voluntary withdrawal date. Instructors will verify that you are in attendance during the first two weeks of class. If you are classified as a “No Show” for both of the first two weeks, you will be administratively withdrawn.

Immediately following the 60% point of the term, each instructor will verify which students are actively participating in class as defined in the course syllabus. If you are classified as not meeting the criteria for active class participation, you will be administratively withdrawn with a “WF.” You will be able to withdraw yourself at any time during the term. Requests submitted after the 60% deadline, however, will result in a “WF.” You and your instructor will automatically receive notification through SPC e-mail whenever a withdrawal occurs. **Active class**
participation for this class is defined as responding to emails, posting to the discussion board as required by your instructor, and completing assignments by the required deadlines. If a student fails to complete the Midterm by March 25, he/she will be classified as not actively participating, will be administratively withdrawn from class, and will be given a WF in the course.

Withdrawing after the “Last Day to Withdraw with a Grade of ‘W’” (see Academic Calendar below) can have serious consequences. If you withdraw from a class after this deadline posted in the academic calendar, you will receive a final grade of ‘WF,’ which has the same impact on your GPA as a final grade of ‘F.’ A ‘WF’ grade also could impact your financial aid and cause you to have to repay some of your assistance. If you are thinking about withdrawing from a class now, you should consult with your academic advisor or financial aid counselor first to be sure you understand all the possible outcomes of this decision.

The college-wide attendance policy is included in the Syllabus Addendum [http://www.spcollege.edu/addendum/](http://www.spcollege.edu/addendum/). The policy notes that each instructor is to exercise professional judgment and define “active participation” in class (and therefore “attendance”), and publish that definition in each syllabus. For this class, attendance is defined as completing the assigned coursework. Although this online course does not involve regular on-campus class meetings, it is expected that you will access course content and communicate with the class on a regular basis. Students are expected to attend class and complete assignments on time. Students who do not complete these courses are generally those who do not continue attending class. Attendance will be taken during the first two weeks of class and during the week following 60 percent point of the term. Please note that withdrawals from this class can ONLY be initiated by the student. The instructor CANNOT withdraw you from the class. If a student wishes to withdraw from the course, it is his/her responsibility to withdraw. The withdrawal date is March 25. Students who withdraw by this date will receive a W. Any student who has not withdrawn by that last day to withdraw will receive a W/F. It is your responsibility to keep track of this date and assess your progress by that point in time. Students who abandon the course or do not withdraw themselves are subject to receive a grade of F. To withdraw, log into MySPC. Choose “Drop/Withdraw from a class” on the right under Academics. Select the term and follow the directions to withdraw. Students in their third attempt of a course who withdraw will receive a WF regardless of the date of withdrawal. There is an online withdrawal form available on the eCampus site if you should find that circumstances require you to withdraw.

**Federal Guidelines Related to Financial Aid and Total Withdrawal From the College**

The U.S. Department of Education has implemented rules for students who obtain a Pell Grant, Stafford Loan, and/or Federal Supplemental Educational Opportunity Grant and subsequently totally withdraw from the college. The rule requires you to refund to the Department of Education a portion of your financial aid if you completely withdraw from St. Petersburg College before the 60% point in the term. You also may be required to repay funds to the college if you are identified as not actively participating in all of your classes, or if you do not receive at least one final passing grade (D or higher). Should you consider totally withdrawing from all classes before the published withdrawal date, it is important that you consult the Financial Assistance Services office on your home campus to understand your options and the consequences of total withdrawal.
College Calendar
For a look at the college calendar, including dates the college is closed and the last day for a student-initiated withdrawal, follow this link: http://www.spcollege.edu/calendar/.

Class Schedule Policy
Students MUST complete all assignments on or before the deadlines listed on the course schedule.

Course Assignments
There will be weekly quizzes and a mandatory midterm and final. The quizzes for all chapters are available for students to complete. Students have the opportunity to work ahead and complete quizzes. However, no late quizzes or exams will be accepted. NO MAKE-UP QUIZZES/EXAMS WILL BE GIVEN. ALL ASSIGNMENTS MUST BE TAKEN BY THE DEADLINE. The use of calculators, specifically the TI-83/84, is permitted for each test.

PLEASE NOTE: The midterm and final will be taken in a proctored facility. Thus, the midterm and final exams ARE proctored. Please reference the link below for more information on proctored tests. http://www.spcollege.edu/ecampus/ecampus/proctored_testing

Readings and Homework
Homework assignments will not be collected and will not count toward your final grade. These assignments are optional. However, it is highly recommended that you do them. Doing the assignments will be of great benefit and are a great tool to help prepare for tests. Mathematics is the not easiest subject to learn. Therefore, practice, practice, practice!

Late Assignments and Make Up Policy
Students who miss a quiz, midterm, or final will receive a zero for that test. NO EXCEPTIONS!

Extra Credit
No official extra credit assignments are available. All course work must be completed by the appropriate due dates. A grade of zero will be assigned to any course requirement not completed.

Grading Policy
Your course grade will be determined by the following components and scale.

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<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Weight in Final Grade</th>
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</thead>
<tbody>
<tr>
<td>Chapter Quizzes</td>
<td>10 points each (100 points total)</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm</td>
<td>200 points</td>
<td>40%</td>
</tr>
<tr>
<td>Final</td>
<td>200 points</td>
<td>40%</td>
</tr>
</tbody>
</table>
The grading scale is:

<table>
<thead>
<tr>
<th>Total Points</th>
<th>Percent</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>450-500</td>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>400-449</td>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>350-399</td>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>300-349</td>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>0-249</td>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
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Note: A grade of “C” or better must be earned in this course to satisfy the General Education Requirements for the AA degree.

Grading and Repeat Course Policies
State policy specifies that students may not repeat a college credit course for which a grade of “C” or higher has been earned except by appeal to the campus Academic Appeals committee. You may repeat a college credit course one time without penalty. At the third attempt, you will pay the full cost of instruction. The full cost of instruction rate for the academic year is stated in the course catalog. In addition, at the third attempt you may NOT receive a grade of “I,” “W,” or “X,” but must receive the letter grade earned. This grade will be averaged into your overall grade point average.

Extra Help
All students are encouraged to seek additional help during my office hours which can be found on this link: http://www.spcollege.edu/instructors/id/moore.joy. Free tutoring is available for all SPC students in the Learning Support Commons on every campus.

Students are also encouraged to form study groups with other members in the class to gain additional understanding. The use of additional resources such as textbooks, videotapes, internet, and self-help books could also be of great advantage.

Tutors: The Learning Support Commons (LSC) or Information Commons at each campus provide free math/statistics tutoring. Staff and student tutors are available to help you with your mathematics/statistics problems. Check the LSC or Information Commons for hours of availability.

Library: There are libraries at various SPC sites. You may choose the one that is most convenient for you. You also can access library services online at http://www.spcollege.edu/libraries/

Counseling Information
At all times, students may visit the SPC Counseling/Advising area on a first come/first served basis. Appointments may be scheduled during non-peak registration times. As a reminder, students who are near completion of their degree requirements need to APPLY for graduation at the start of their last semester. Visit the Counseling/Advising area for complete academic planning and transfer information.
Technical Support
SPC technical support: 727-341-4357 or http://www.spcollege.edu/helpdesk/
MyMathLab technical support: 888-695-6577

MyCourses Log Off
In order to better serve our faculty and students we are asking that both the instructor and student use the log off button when completing online course work. By logging off, MyCourses server space is freed, thereby, optimizing the system. In addition, logging off will more accurately record students’ time involved in the online course.

MyCourses Maintenance
The MyCourses system will be completely unavailable due to scheduled maintenance from: TBA.

Communication
All communication within this course will be accomplished under the Communication Tab. Use the email system embedded within MyCourses to communicate with each other and with the instructor instead of the college email system.

Course mail: Use the email system embedded in MyCourses to communicate with each other and with the instructor. Also, an html editor is available in the email screen so that we can more easily share mathematical questions and problems involving fractions, radicals, exponents, etc. You should familiarize yourself with that functionality to make mathematical communication on specific problems more understandable by both you and the instructor.

Discussion: There may be occasional discussion postings which you will be expected to read and respond to.

Academic Misconduct
St. Petersburg College has an Academic Honesty policy. It is your responsibility to be familiar with the policies, rules, and the consequences of violations. There is no tolerance for cheating and academic dishonesty. Discipline can range from a zero on a specific assignment to expulsion from the class with a grade of F. Note that copy/pasting published information, whether it's from your textbook or the Internet, without citing your source is plagiarism and violates this policy. Even if you change the words slightly, the ideas are someone else’s so you still have to cite your sources. Cheating, plagiarism, bribery, misrepresentation, conspiracy, and fabrication are defined in Board Rule 6Hx23-4.461. Student Affairs: Academic Honesty Guidelines, Classroom Behavior. http://www.spcollege.edu/AcademicHonesty/

Online Student Participation and Conduct Guidelines
Online courses are based on the premise that students learn best in a community. The instructor plays an important role, but this is a different role than most instructors play in the traditional, face-to-face classroom. While you may see a shift in the way classes work, you’ll also notice that some things don't change: the practices of courtesy and respect that apply in the ordinary classroom also apply online, and may actually require more attention in this venue. http://www.spcollege.edu/ecampus/help/conduct.htm
Student Responsibilities

Course Policies and Procedures: The student is responsible for knowing all course policies listed in the syllabus and discussed in class.

Class Participation and Etiquette: The student is responsible for participating in class or online. The student will respect the rights of other students to learn. The student will communicate with others in a courteous and respectful manner at all times, including the instructor.

Assignment Due Dates and Procedures: The student is responsible for knowing when assignments are due, the formats required, and the procedures for completing and submitting assignments.

Academic Honesty: The student is expected to know the SPC Academic Honesty Policy and to act above suspicion at all times with regard to academic issues.

Instructor Responsibilities

Course Policies and Procedures: The instructor is responsible for providing a syllabus the first day of class that clearly explains all course policies. The instructor will provide a Student Survey of Instruction for fall and spring semesters. The instructor will post grades in MySPC by the end of the semester.

Class Participation and Etiquette: The instructor will create a learning environment that engages students and facilitates learning. The instructor will enforce the right of all students to learn. The instructor will communicate with students in a courteous and respectful manner at all times.

Assignment Due Dates and Procedures: The instructor will provide clear guidelines and information regarding when assignments are due, the format required, and the procedure for completing and submitting assignments. The instructor will grade all assignments within 7 days of each due date, with additional time for late assignments, if accepted.

Academic Honesty: The instructor will enforce SPC Academic Honesty policies at all times.

http://www.spcollege.edu/ecampus/help/expectations.htm

Dual Enrollment, Early Admissions, & Early College Students

Dual Enrollment, Early Admissions, or Early College student may not withdraw from any college level course without consultation with the Early College/Dual Enrollment office. Withdrawal from a course may jeopardize the student’s graduation from high school. The Dual Enrollment office can be reached at 712-5281 (TS), 791-5970 (CL) or 394-6000 (SE).

Special Accommodations

If you wish to request accommodations as a student with a documented disability, please make an appointment with the Learning Specialist on campus. If you will need assistance during an emergency classroom evacuation, please contact your campus learning specialist immediately about arrangements for your safety.

FDLE Statement

Federal and state laws require a person designated as a “sexual predator or offender” to register with the Florida Department of Law Enforcement (FDLE). The FDLE is then required to notify the local law enforcement agency where the registrant resides, attends, or is employed by an institution of higher learning. Information regarding sexual predators or offenders attending or employed by an institution of higher learning may be obtained from the local law enforcement agency with jurisdiction for the particular campus by calling the FDLE hotline (1-888-FL-PREDATOR) or (1-888-357-7332), or by visiting the FDLE website at http://offender.fdle.state.fl.us/offender/homepage.do If there are questions or concerns regarding
personal safety, please contact the provost, associate provost, Campus Security Officer or Site Administrator on any SPC campus.

**Emergency Preparedness**
In the event that a hurricane or other natural disaster causes significant damage to St. Petersburg College facilities, you may be provided the opportunity to complete your course work online. Following the event, please visit the college Web site for an announcement of the college’s plan to resume operations. Log in to MyCourses to confirm that you have access, reporting any difficulty to the SPC Student Technical Support Center at 727 341-4357 or via email at Onlinehelp@spcollege.edu.

**Student Survey of Instruction**
Every student is expected to complete the Student Survey of Instruction survey which will be available online about three quarters of the way through the class. The survey is used to determine the strengths and weakness of the course material and instruction. It is anonymous, and students will be able to check NA to every question if they wish to do so. There will be a point in the class, however, where students will not be permitted to move on to the next part of the course without completing the survey, and we hope that all students will take the time and provide us with the evaluation feedback which is so helpful in improving our courses and College.

**Syllabus Addendum**
In the event that topics listed in this addendum also appear in your syllabus, please note that you should rely on the addendum information as this information is the most current. http://www.spcollege.edu/addendum/index.php