Math 113 - Introduction to Applied Statistics
Fall 2010 Course Syllabus – Short Form

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Mathematics & Sciences Division
Richland Community College

This paper contains the highlights from the syllabus and is presented as a way of saving paper for those who prefer to read the syllabus online. You are responsible for all information in the complete syllabus, which is available on the instructor's website or by request.

Course Meeting Information
Section 01 meets from 10:30 to 11:40 a.m. on Monday, Wednesday, and Friday in room S137.
Section 02 meets from 2:30 to 3:40 p.m. on Monday, Wednesday, and Friday in room S137.

Instructor Information
James Jones, Professor of Mathematics.
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Office Hours
These are the times I'm scheduled to be in my office. I often spend portions of my office hour in the classroom helping students, so if I'm not in my office, check room S137. If these times are not convenient for you, please see me to make an appointment for some other time.

Mon:	9:15 am - 10:10 am, 12:00 pm - 12:30 pm
Wed:	9:15 am - 10:10 am, 12:00 pm - 12:30 pm
Fri:	9:15 am - 10:10 am, 12:00 pm - 12:30 pm

Text
Most of the material in the course will be presented through lecture and web pages. For those who wish to have a book for reference purposes, here is one that will work (and is inexpensive).
The Complete Idiot's Guide to Statistics, 2nd edition. Robert A. Donnelly, Jr. Copyright 2007, Alpha Books. ISBN 978-1-59257-634-0 (Optional).

Grading Policy
Letter grades will be assigned to final adjusted scores as follows:

A: 90-100%	B: 80 - 89%	C: 70-79%	D: 60-69%	F: below 60%

There is no rounding of grades or extra credit in this course. The course is a marathon, not a sprint at the end. You must perform consistently throughout the semester to earn a good grade. If you are one point short of the next higher grade at the end of the semester, you will get the lower grade.

Assignments are due at the beginning of the class period on the date they are due. The instructor may be gracious and allow you to turn them in later that day without counting them late, but do not count on his graciousness. Late assignments lose 20% of their value per class period. The instructor reserves the right to apply this rule to missed exams as well as regular assignments. No late work will be accepted after the final.

Attendance Policy

Attendance is recorded for every class period and contributes directly towards your grade in the class. Beyond that, there is no required textbook for this class and so regular attendance is essential for satisfactory completion of this course. Mathematics is a cumulative subject and each day builds on the previous day's material. If you have excessive absences, you cannot develop to your fullest potential in the course.

Students who, because of excessive absences, cannot complete the course successfully, are required to be administratively dropped from the class at midterm. If a student stops attending after midterm, it is the student's responsibility to withdraw to avoid an "F". Do not stop attending and assume that you will be withdrawn from the class by the instructor.

Although dropping students for non-attendance at midterm is required, students whose attendance is occasional or sporadic may be dropped from the class at any point during the semester at the instructor's discretion. The safest way to make sure you're not dropped for non-attendance is to continue to attend classes.

The student is responsible for all assignments, changes in assignments, or other verbal information given in the class, whether in attendance or not.

If a student must miss class, a call to the instructor (RCC's phone system has an answering system) should be made or an email message sent. When a test is going to be missed, the student should contact the instructor ahead of time if at all possible. Arrangements can usually be made to take the test before the scheduled time. If circumstances arise where arrangements cannot be made ahead of time, the instructor should be notified and a brief explanation of why given by either voice or email. This notification must occur before the next class period begins.

Calculators

A calculator is required for this course. It does not have to be a graphing calculator, but it should be a scientific calculator with the ability to square a number and find the square root of a value. You are responsible for knowing how to use your calculator. If you do not know, then ask. Bring the calculator every day to class.

Collaborative Work

This is an *applied* statistics course. We will be doing several activities and projects in this course that require group work. Much of this time will be spent in the classroom, but there will also be time outside of class required. Computer software will be used for analysis of the data.

Some of these projects will be designed by the instructor and involve the entire class. One of the projects will be a group project designed by each individual group and approved by the instructor. This final project will include a written paper and oral presentation of the results to the class of their findings.

Technology

In this course, we will concentrate on understanding the statistics and relegate the roll of finding the statistics to technology. We are going to embrace the technology, but the course is not about the technology, it's about the statistics. You may feel overwhelmed, especially if you're not comfortable around computers, but we will try to make it as friendly as possible without stifling those power users who want to really enhance their material.