

Georgia State University
Maymester 2022
Math 1401-014: Elementary Statistics, Online, CRN: 53976
Syllabus

Instructor: *Dr. Joshua Miller*

Email: jmiller208@gsu.edu

Online Class Meetings: **MTWRF 4:30-6:50 p.m** (Webex within iCollege)


Office hours: **TRF 3:30-4:20 p.m.**, *** Other days and times available by appointment only ***

Office WebEx Link: <https://gsumeetings.webex.com/meet/jmiller208>

Course Description: This is a non-calculus based introduction to statistics. Course content includes descriptive statistics, probability theory, confidence intervals, hypothesis testing and other selected statistical topics.

Course Materials (Online Only):

- 1.) *The Elementary Statistics course content and assessments are delivered via web access and hosted at Carnegie Mellon University's Open Learning Initiative (OLI). You will have immediate, but temporary, access through a link in iCollege. A Full OLI Access Code must be purchased in the GSU bookstore within the first 10 days of the course for continued access.*

https://iCollege.gsu.edu	Direct link to iCollege
 Brightspace Pulse D2L Corporation	Search for this Brightspace Pulse App and download on any of your devices for quick access to iCollege

- 2.) *Microsoft Office Excel software (available as a part of the Microsoft Office Package for Windows users). The Microsoft Office Package is available as a free download to all current GSU students. To download, visit <http://technology.gsu.edu/technology-services/it-services/email-and-file-storage/panthermail/microsoft-office-suite-students/>*
Note: Do not use any of Excel add-ons (such as XLSTAT); these features will not be available while testing.
- 3.) **All tests will need to be taken on a computer with broadband high-speed internet connection, active microphone and webcam. (Chromebook, iPad, phone and other mobile devices are not sufficient for testing.)**
- 4.) Students will be required to download *the Respondus Lockdown Browser* from this site:
https://gsutech.service-now.com/sp?id=kb_article&sys_id=c08aa345db40d700601b502bdc9619d1
You can find more information on Respondus here: <https://cetl.gsu.edu/services/digital-environments-teaching-tools/respondus-lockdown-browser-monitor/>

General Structure of Course:

This is an online course and weekly reading assignments are designated on the Pacing Calendar which is posted in the *iCollege* account DESIGNED for your class. The course reading material, reading assignments and checkpoints will all be delivered online via *OLI*. **Tests/Exams will be taken in iCollege and proctored using Respondus LockDown Browser and Respondus Monitor which require the use of an active webcam and microphone.** For semester tests dates and times (as well as final exam dates and times), please see the schedule provided at the end of this document.

OLI is an online environment; you will access the *Open Learning Initiative (OLI) Elementary Statistics* course material through *iCollege*. This material, which is hosted for us at Carnegie Mellon, has been customized for GSU students. All reading assignments: *Learn-by-Doing* exercises, “*Did You Get This?*” exercises as well as any Extra Questions/Assignments, are to be completed through *OLI* inside *iCollege* and will be a part of your Reading Grade for the course. The Checkpoints will count as a separate portion of your grade. You have the flexibility of using *OLI* at home (or wherever the internet can be accessed).

Never Attended (VERY IMPORTANT - PLEASE READ CAREFULLY!!!):

If the student does not register for the Carnegie Mellon University *OLI*, attend at least one Webex class session AND complete at least three *OLI* Checkpoint assignments by Wednesday, May 11th at 11:59pm, it may result in being withdrawn and the instructor has the right to submit the student as “never attended” during the roll verification. If the student is not able to purchase the access code for *OLI* at the beginning of the semester due to pending financial aid approval or due to some restrictions, please note that every student has immediate temporary access to the *OLI* materials through *iCollege* by choosing *Request Grace Period* during the *OLI* registration process.

***OLI* Reading Assignments:** Reading Assignments, which consist of: *Learn-by-Doing* exercises, “*Did I Get This?*” exercises, and *Extra Questions* compose the Reading Grade for the course. Generally, reading assignments should be completed by Sunday of that week.

***OLI* Checkpoint Assignments:**

You will be allowed a large number of attempts on Checkpoint assignments in the online learning environment, *OLI*, with only the highest score computed into your average. **There are NO make-up Checkpoints. Please find the due dates of the Checkpoint assignments in the *OLI* course.**

Attendance (in synchronous online classes):

Attendance and participation are fundamental elements of our classes, thus it is expected that the student will attend the scheduled Webex class session in *iCollege* each week, for the entire time and actively participate. **To be considered in attendance for any particular scheduled day, the student must remain in Webex during the entire class session.**

As designated in the grading distribution below, attendance accounts for 10% of the student’s final grade. To allow for emergency situations and unforeseen circumstances, students are allowed to miss two class sessions without penalty. Please note: Late registration is seen as an unforeseen circumstance and any missed classes, due to late registration, will be counted amongst the sessions that the student is allowed to miss. On test days, taking the tests in *iCollege* will count towards attendance.

“GSU has a process for students seeking excused absences through the Dean of Students Office. Students submit documentation to <https://deanofstudents.gsu.edu/student-assistance/professor-absence-notification/>. Professors will then be notified by the Dean of Students of any excused absence without the need to manage medical information individually.”

Tests/Exams in iCollege:

There are 3 Tests and a Final Exam in Math1401. Missing a test/exam will result in a grade of “0” for that test/exam. Students are not allowed to drop a test for any reason, however, at the end of the semester, if the final exam grade is higher

than the lowest test, then the percentage score for the final exam will replace the lowest test score. This will be the only opportunity to make-up a test. **The final exam is mandatory and cumulative.**

All Math 1401 Tests and the Final Exam will be given, online, in *iCollege* using the Respondus Lockdown Browser and webcam recording.

Testing with Respondus:

All tests (including the Final Exam), will be taken in *iCollege* with *Respondus* proctoring services.

- **IMPORTANT - A webcam and microphone are required for all testing!!!**

Note: Excel will be the only technology that you will be allowed to use during exams. You will not be allowed to use calculators for any reason. We do not encourage the use of any Excel add-ons (such as XLSTAT).

Grading Distribution:

Formal Assessments:

3 Tests (<i>iCollege</i>)	36%
Reading Assignments (<i>OLI</i>)	10%
Checkpoint Assignments (<i>OLI</i>)	20%
Attendance (in synchronous online classes)	10%
<u>Final Exam – Cumulative (<i>iCollege</i>)</u>	<u>24%</u>
Total	100%

NOTE: If your Final Exam score is higher than your lowest test score, it will be used to **REPLACE** the lowest semester test score in the determination of your final grade. You should calculate your overall average according to the formula below:

Final Grade Computation: The Final Grade is computed by using the following formula:

Final Average = $0.12 * (\text{Test 1} + \text{Test 2} + \text{Test 3} + \text{bonus test points}) + 0.10 * (\text{Reading Average}) + 0.20 * (\text{Checkpoint Average}) + 0.10 * (\text{Attendance Average}) + 0.24 * (\text{Final Exam})$

Grading Scale:

Grade	A+	A	A-	B+	B	B-	C+	C	D	F
Range	100-97	96-93	92-90	89-87	86-83	82-80	79-77	76-70	69-60	59-0

Rounding: When determining the final average, grades will be rounded in the usual way. For example, a grade of 86.5 will be rounded up to 87, but an 86.4 will not be rounded up.

Technology (Excel) Policy:

Students are **REQUIRED** to use *EXCEL* to work checkpoints, tests, and Final Exam. On the 3 tests and the final exam, when a student is using Excel, the worksheet they use must be a new sheet, without any pre-made functions or calculations. Using a pre-made Excel sheet on a test or the Final Exam will be considered as an act of academic dishonesty.

Make-Up Policy and Possible Bonus Points:

Fairness to all students requires that rescheduling of examinations be minimized. Final exam can be rescheduled in only two circumstances: 1) When a student has three or more examinations scheduled to begin during a 24-hour period; and 2) When verifiable extraordinary, unavoidable and unforeseen circumstances intervene. **Students who wish to request a rescheduling of an exam must contact the instructor PRIOR to its administration.**

To accommodate an emergency circumstance, in which missing a test is unavoidable, the final exam percentage score can be used to substitute for the lowest test grade in the calculation of the student's final grade. Note: this replacement is done automatically if the final exam grade is higher than the lowest test grade.

To accommodate students who have missed reading or Checkpoint assignments due to an emergency situation or technical difficulties, averages will be computed using a reduced number of assignments as designated below:

- **OLI Checkpoint Assignments:**

- Students will be graded based only on 26 of the 29 OLI Checkpoint assignments (not including the Non-Credit Test Review Assignments).

Note: Bonus test points can be earned for OLI Checkpoint averages that exceed 100%, as follows:

- Checkpoint percentages that total between 2601 and 2700 are listed as 100% but earn **2 bonus test points**
- Checkpoint percentages that total between 2701 and 2800 are listed as 100% but earn **4 bonus test points**
- Checkpoint percentages that total greater than 2801 are listed as 100% but earn **6 bonus test points**

- **OLI Reading Assignments (“Learn-by-Doing”, “Did I Get This?” and Extra Questions):**

- You can earn Bonus Test points based on your participation in these “low stake activities” as follows:
 - 90% – 94.9% participation earns **2 bonus test points**
 - 95% – 100% participation earns **4 bonus test points**

Note: In the manner outlined above, it is possible for an online student to earn a maximum of 10 bonus test points to be added to the lowest test score (after the lowest has been replaced by the final exam percentage score).

Please contact your instructor if you have any questions or concerns.

Withdrawal: **May 20, 2022**, is the last day for regular withdrawal for a possible “W” grade. By university policy, any student who is charged with committing an act of academic dishonesty will not be allowed to withdraw from that class in which the charges are filed.

Incomplete Policy: The grade of “I”(Incomplete) may be given to a student who for nonacademic reasons beyond his or her control is unable to meet the full requirements of a course. In order to qualify for an “I,” a student must:

- a) have completed most of the major assignments of the course (generally all but one) and
- b) be passing the course (aside from the assignments not completed) in the judgment of the instructor.

When a student has a nonacademic reason for not completing one or more of the assignments for a course (including examinations) and wishes to receive an “I” for the course, it is the student's responsibility to inform the instructor in person or in writing of the reason. The grade of “I” is awarded at the discretion of the instructor and is not the prerogative of the student. Conditions to be met for removing an “I” are established by the instructor. If you do not get approval of the schedule or you deviate from the schedule, there is no guarantee that you will be allowed to complete the assignments.

Academic Dishonesty: Academic dishonesty will not be tolerated on any work. A first occurrence on a test/exam will result in a grade of 0 for all concerned parties as well as an Academic Dishonesty form being filed with the Dean of Students. A second occurrence will result in a grade of F for the course for the concerned parties and a second Academic Dishonesty form being filed. Also refer to the university Policy on Academic Honesty. This course is conducted in a manner consistent with the university policy on academic honesty at <http://codeofconduct.gsu.edu/>.

Note: A test score of “0” for academic dishonesty will NOT be replaced by the final exam. Academic dishonesty on the final exam may result in an “F” for the course.

Unauthorized Public Posting and Distribution: The selling, sharing, publishing, presenting, or distributing of instructor-prepared course lecture notes, videos, audio recordings, or any other instructor-produced materials from any course for any commercial purpose is strictly prohibited unless explicit written permission is granted in advance by the course instructor. This includes posting any materials on websites such as Chegg, Course Hero, OneClass, Stuvia, StuDocu and other similar sites. Unauthorized sale or commercial distribution of such material is a violation of the instructor's intellectual property and the privacy rights of students attending the class, and is prohibited. Failure to abide by these limitations constitutes a violation of the Policy on Academic Honesty and will be treated accordingly.

Access & Accommodations Center (AACE): Students who wish to request an accommodation may do so by registering with the Access and Accommodation Center (AACE). Students may only be accommodated upon issuance by the Access and Accommodation Center of a signed Accommodation Plan and are responsible for providing a copy of that plan to instructors of all classes in which accommodations are sought.

Test 1 through Test 3 Dates and Times

Test 1: **Opens:** May 13th 12:01 a.m.
 Closes: May 13th 11:59 p.m.
 (Test-1 time is 100 minutes)

Test 2: **Opens:** May 20th 12:01 a.m.
 Closes: May 20th 11:59 p.m.
 (Test-2 time is 100 minutes)

Test 3: **Opens:** May 27th 12:01 a.m.
 Closes: May 27th 11:59 p.m.
 (Test-3 time is 100 minutes)

Final Exam Dates and Times:

Opens: May 31st 12:01 a.m.
Closes: June 2nd 11:59 p.m.
(Final exam time is 150 minutes)

"Your constructive assessment of this course plays an indispensable role in shaping education at Georgia State. Upon completing the course, please take the time to fill out the online course evaluation."

Note The course syllabus provides a general plan for the course; deviations may be necessary.