



SYLLABUS

NOTICE TO STUDENT: This document comprises the course syllabus. You are responsible for the content in this document.

Marketing and Management Department FUNDAMENTALS OF BUSINESS STATISTICS, QMB 2301

Section 11, 3 credits, CRN 11890
Location of class meetings: COBA 332
AUG 22-DEC 05, 2016
TR 6-7:20 p.m.

Instructor Name: Mr. Joaquin Tadeo, M.B.A.	Instructor Office Location (building & room #): COBA 332 (following class)
Instructor E-mail Address: jtadeo@utep.edu	Instructor Office Phone #: 575-747-5185 please leave message email preferred
Instructor Office Hours (days/times/location): MTWR 7:20 p.m.-8:20 p.m. or until last student has left. Will be located in classroom.	

CATALOG COURSE DESCRIPTION: Fundamentals of Business Statistics (3-0) Introduction to the statistical techniques as applied to business data. Included are descriptive statistics, measures of central tendency and variation, probability distributions, sampling theory, hypothesis testing, and regression and correlation analysis. A major effort is devoted to computerized solution techniques to provide managerial information.

PREREQUISITES AND/OR CO-REQUISITES: Prerequisite(s): ([MATH 1320](#) w/C or better) OR ([MATH 1508](#) w/C or better) OR ([MATH 1411](#) w/C or better) OR ([MATH 1312](#) w/C or better) OR ([MATH 2313](#) w/C or better) OR ([MATH 2326](#) w/C or better) OR ([MATH 2301](#) w/C or better) OR (BANM score between 4 and 5) OR (ACCL score between 081 and 120 AND BANM score between 4 and 5) OR (BANM score between 4 and 5 AND EPCM score between 081 and 120) OR (MATH 1411A w/C or better AND MATH 1411B w/C or better AND MATH 1411C w/C or better) OR (MATH 1508A w/C or better AND MATH 1508B w/C or better AND MATH 1508C w/C or better) OR (SXDG score of 1) OR (SXMA score of 1) OR (SXMN score of 1) OR (SXOI score of 1) OR (SXTR score of 1)

COURSE TEXTBOOK AND MATERIALS: Essentials of Modern Business Statistics (MT Business Statistics PAC) Edition: 6th; Anderson, Sweeney, and Williams, 2016.

3 SCANTRONS AVAILABLE FOR PURCHASE IN BOOKSTORE

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CLASSROOM BUDDY

TEACHING PHILOSOPHY: Students will learn QMB 3301 in this course. Additionally, students will learn to become Professionals through the disciplines of the course. Having over twenty years of industry experience, I will share the skills I believe necessary to succeed in today's global environment. These lessons should assist a student making the transition to their professional careers upon graduation.

OBJECTIVES The business world has become extremely competitive, minute differences in costs, scheduling, or quality can result in corporate success or failure. A strong foundation in quantitative methods is essential in the identification of productive courses of action. This course provides an introduction to statistics as applied to business. Included are: descriptive statistics; discrete probability distributions; continuous probability distributions; interval estimations; and hypothesis testing.

CLASSROOM ISSUES: For discussion of any positive or negative issues with the course, please address them with me during office hours. If the matter is not resolved, you may contact: Dr. John Hadjimarcou, Department Chair, Marketing and Management Department, COBA 230, 915-747-5185.

COURSE COMPETENCIES:

1. Use graphs, tables, and charts to describe data.
2. Understand and use the rules of probability.
3. Interpret and analyze data according to the distributions that contain that data.
4. Offer predictions about the data through correlation analysis and hypothesis testing
5. Analyze the correlation between variables using simple regression analysis and develop simple regression equations.
6. Apply the rules of algebra to the theories and concepts of statistics.

EXPECTATIONS

Every student must be prepared for class by completing the assigned homework and reviewing their notes.

I may have to be absent twice during the semester for a conference. If this becomes reality, we will choose two nights where we will continue class until 8:50 p.m. for accreditation contact hour requirements. For those that have a class following mine, I will choose time periods where the material is simply in class exercises and no new material.

ATTENDANCE

Will not be taken. However, exams are based primarily on lecture materials. If I cover the topic in class, if it is assigned in homework, or is theory in the textbook, it will show up on the exam. There are no surprises on the exam if you prepare and put in sufficient time.

METHODS OF INSTRUCTION: FACE TO FACE

METHODS OF EVALUATION:

Points: 500 in total

3 Examinations (150 points each) **450**
3 Practice Exams **50**
10 Quizzes – (50 optional extra pts.) **50**

GRADING POLICY:

90% +	A
80-89.999%	B
70-79.999%	C
60-69.999%	D
59.999%-or below	F

Since the TEN extra quizzes are worth 10 percent of your final grade, this constitutes a grading curve you may earn.

CLASSROOM MANAGEMENT (COURSE RULES/EXPECTATIONS)

1. Cellular telephones, pagers, and other devices are not allowed on in the classroom.
2. Constant tardiness is distracting. Students arriving late will not be allowed to take a quiz if being conducted.
3. Quizzes will be given from time to time—with or without prior notice. *There will be no make-up of missed quizzes.*
4. Side conversations with classmates during lecture.
5. Clarifying questions pertaining to the lecture asked of classmates and not the professor.
6. Bathrooms are to be used before class or during the in-class exercises and not during the professor's lecture.
7. Do not use red ink for any assignment.
8. Feel free to eat or drink (non-alcoholic) during class but please clean up your area and **throw away your trash before leaving.**
9. Please keep in mind that there may be times when racial/gender/sexual orientation stereotypes, profanity, drug use and/or sexual content may be subjects of lecture content or class discussion; as adults and students, we need to study these in their context and work to understand the underlying meaning of these messages. I expect students to be respectful of any and all ideas, beliefs, and viewpoints expressed here. This course presents us with a opportunity to explore our differences, including the assumptions from which our views originate, the reasons we feel impassioned about certain issues, the ways personal experience affect values and beliefs and the challenges education poses to us to move beyond our immediate situations and world views.
10. Research states students daydream every 12 minutes during lecture. Therefore, I tend to ask a question, tell a personal story, etc. every 12 minutes to bring the students' attention back to lecture.

ACADEMIC DISHONESTY

You are expected to do your own work both inside and outside the classroom. Copying an assignment from someone else will result in, if detected, zero points for all persons involved. Evidence of cheating on an examination will be forwarded to the Dean of Students with a recommendation for suspension from the university.

CELL PHONES: As a courtesy to your fellow classmates, it is important that you refrain from talking during lecture so that others can hear. iPods, CD players, beepers, etc. must be turned off during class. Cell phones are to be either turned off, put on vibrate, or on silent and should only be used during an extreme emergency. If your job requires that you be on call during class time, please speak with me at the beginning of the semester.

HOMEWORK Homework assignments (based on problems in the textbook) are not to be submitted. However, the quizzes will be a homework problem randomly selected at the beginning of class. You must have your homework at the time of the quiz. I left it in my car, at home, etc. are not reasons for not having your homework at the time of the quiz.

HOMEWORK LAB I will have a homework lab for an hour immediately following the end of class. Although it is not mandatory, one of the reasons students fail this course is not completing the assignments. Therefore, it is highly recommended students remain for the extra hour if possible.

COURSE DROP POLICY *The last day to drop the course with an automatic "W" is OCT 28, 2016. After this deadline, students have a grade posting of "F". A grade of "W" can be assigned after the deadline only under exceptional circumstances, and only with the approval of the instructor and the academic dean. In such a case, the student must petition for the "W" in writing and provide the necessary supporting documentation.*

ACADEMIC INTEGRITY The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve based on the quality of the work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HOP) and available in the office of the Dean of Students, may result in sanctions ranging from disciplinary probation, to failing grades on the work in question, to failing grades in the course, to suspension or dismissal, among others.

STUDENT RESPONSIBILITY Individual students must operate with integrity in their dealings with faculty and other students; engage the learning materials with appropriate attention and dedication; maintain their engagement when challenged by difficult learning activities; contribute to the learning of others; and perform to standards set by the faculty.

SPECIAL ACCOMMODATIONS *Should you have a documented disability and require any auxiliary aids, services, or accommodations, please see me after class or call me in order to discuss your specific needs. If you feel you may have a disability but do not have appropriate documentation, contact the Disabled Student Services Office at 747-5148, go to Room 106E Union, or e-mail: dss@utep.edu.*

EXAMS You are expected to take examinations as scheduled. No programmable calculators are to be used during any exam. A valid I.D. will be required for the first exam. Exams will be from 6-7:20 p.m. Upon completion of the scheduled exam at 7:20 p.m., students will be asked to put their pencils down. Any student not complying will receive a zero for the exam. All answers must be transferred to the Scantron and to the answer sheet before 7:20 p.m. Any answers not transferred will not receive credit regardless if answered on the exam. All work must be shown to receive credit. Students will be required to sign an attendance rooster upon completing each exam.

NO MAKE-UP EXAMINATIONS WILL BE GIVEN.

PREVENTION OF CHEATING: In support of Academic Integrity, I will take steps to prevent cheating on exams and assignments. Actions taken prior to the exam and not limited to: checking calculators for notes; asking students to switch seats; placing backpacks along the walls of the classroom; having a seat in between students; having multiple versions of the exams; checking Scantrons or replacing them; requiring students to present a valid UTEP i.d., driver's license issued by any state in the United States, or U.S. military i.d.; no notes will be allowed to be used on the exams; no programmable calculators; and students will be required to sign an attendance sheet.

MERCY GRADES If this is the third time you take the course, it is imperative you earn a passing grade. Do not expect me to pass you based on requesting a mercy grade.

TENTATIVE SCHEDULE AND IMPORTANT DATES TO REMEMBER

The current academic calendar can be found at: <http://academics.utep.edu/Default.aspx?tabid=69122>

Adding, dropping or withdrawing from a class may have consequences regarding your academic plan and/or your financial aid. Consult with your academic advisor and your financial aid advisor for details.

FUNDAMENTALS OF BUSINESS STATISTICS, QMB 2301**Tentative Schedule****FALL 2016 CLASS**

THE PROFESSOR RESERVES THE RIGHT TO ADJUST THE SYLLABUS IF NECESSARY

WEEK 1	AUG 23	Syllabus Chapter 3— Numerical Measures
WEEK 2	AUG 30	CH 3--Continued
WEEK 3	SEP 06	CH 3--Continued Chapter 2— Tabular and Graphical Displays
WEEK 4	SEP 13	Chapter 2— Continued Chapter 1— Data and Statistics
WEEK 5	SEP 20	<u>SEP 20--Exam 1—Chapters 1-3</u> Chapter 5— Discrete Probability Distribution
WEEK 6	SEP 27	Chapter 5— Continued
WEEK 7	OCT04	CH 6—Continuous Probability Distribution
WEEK 8	OCT 11	CH 6—Continued
WEEK 9	OCT 18	CH 6—Continued
		<u>OCT 28--Last day to drop with a W-full semester</u>
WEEK 10	OCT 25	<u>OCT 25 Exam 2—Chapters 4-6</u> Chapter 7—Sampling and Sampling Distributions <u>OCT 28--Last day to drop with a W-full semester</u>
WEEK 11	NOV 01	CH 7—Continued
WEEK 12	NOV 08	CH 7—Continued
WEEK 13	NOV 15	CH 8—Interval Estimation
WEEK 14	NOV 22	CH 8--Continued
	NOV 24-25	THANKSGIVING BREAK! NO CLASSES!!!!
WEEK 15	NOV 29	CH 9—Hypothesis Tests
WEEK 16	DEC 6	DATE AND TIME TBA FINAL EXAM Chapters 7-9