

QMB 2301 Syllabus

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| Professor: Robert Wilson | Email: rlwilson@utep.edu Please note: it is NOT rlwilson@miners.utep.edu |
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| Meeting Time | Section | CRN | Location |
| Video posted to Blackboard | QMB 2301 | 11408 | Online |

Course Objective: There are 3 primary objectives for the student in this course:

- a) Give an understanding of the prevalence of statistical analysis in business.
- b) Develop an understanding of introductory statistical techniques and concepts including descriptive statistics, measures of central tendency and variation, probability distributions, Central Limit Theorem, and sampling theory hypothesis testing.
- c) Become more proficient in Excel.

Grading Breakdown: Homework: 30%
 Participation 30%
 Exams (3): 10% first one, 15% each second and third exam

Communication: All communication will be through Blackboard. The lectures, lecture photos, and participation assignments will be posted on the homepage. Announcements will be sent through Blackboard – so please be sure you are checking your UTEP email (or whatever you have set in Blackboard.).

Homework: Homework is essential for this course. First, in teaching an applied math subject, numerous examples and repetition reinforces the subject matter. Second, homework is the only reasonable method available to teach the student to use Excel in an applied and meaningful manner. The homework often has 2 components: 1) problems associated with the previous lecture and 2) Excel problems that are related to the next class lecture. THE STUDENT IS EXPECTED TO READ THE MATERIAL FOR THE UPCOMING LECTURE AND COMPLETE THE ASSIGNED EXCEL PROBLEMS. A student should expect to spend 30 minutes to an hour of homework a night. A student that has little or no Excel knowledge should be prepared to spend extra time on the homework. You are allowed unlimited times to check your homework answers. There is NO make-up or allowance for late homework.

There is no excused late homework. All homework has a date and time due, and the assignment will shut down automatically after that date.

Cengage MindTap: MindTap is one of Cengage's online portals and is accessible through Blackboard. It is **required** for the class. All homework, including the Excel homework, is assigned through this system. The professor is not a technology expert - any problems associated with accessing the homework or general computer problems should be dealt with in the following order: 1) calling to the UTEP tech center (Library Room 3rd floor), calling 915-747-HELP, or using their online chat at <https://www.utep.edu/technologysupport/> 2) creating a ticket with Cengage using online help, and finally, 3) contacting the Cengage representative.

Exam Structure: There will be 3 exams worth 40% total of your final grade. The exams will be multiple choice and use the blackboard lockdown browser with camera security. IT IS THE STUDENT'S RESPONSIBILITY TO OBTAIN A LAPTOP THAT IS ABLE TO RUN RESONDUS WITH A WEB-CAM BEFORE THE EXAM. You may not use a tablet. It must be a computer.

There are no excused absences for either of the 3 exams. The dates of the exams are given below, please plan accordingly.

Daily Responsibility/Participation: The student is responsible for all material covered in a day's posted lecture. Seven times during the course, a participation assignment will be posted on the homepage in Blackboard. In addition, I will send an announcement that lets the student know a participation assignment has been assigned and its due date. The participation accounts for 30% of your grade, and each participation assignment must be emailed to me by the due date.

There are no make-ups for the participation activities.

Withdrawal and Incomplete Policy: A student may officially withdraw from this class in accordance with UTEP policy and within the UTEP academic calendar dates. Automatic withdrawals will NOT be made by the instructor. To be withdrawn from the class, students must take the appropriate actions on or before the university deadlines. The policy of the College of Business Administration is that INCOMPLETES are to be given only to students who need additional time to complete the specified assignments, and are typically only assigned in extreme circumstances with documentation. Incompletes WILL NOT BE GIVEN to those students who are not passing the course and wish to retake the course at a later date. It is your responsibility to know what the effect of a withdrawal will have on your academic standing, financial aid, scholarships, etc. International students are encouraged to go to the Office of International Program to discuss any schedule changes.

Academic Integrity: Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. All exams must be your own work and you may not use any external sources to receive answers. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own.

Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso will be reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more, visit the [Handbook of Operating Procedures \(HOOP\): Student Conduct and Discipline](#). Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HoOP), and available in the Office of the Dean of Students, and the homepage of The Dean of Students (DOS) at www.utep.edu, may result in sanctions ranging from disciplinary probation, to failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others.

Statement of Disability: The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services \(CASS\)](#). You can contact the CASS Office at 747-5148, visit their office at Union Building East 106, or email them cass@utep.edu. You must submit any official accommodations as soon as possible and accommodations are not retroactive.

Tentative Schedule:

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| Aug 25 – Sept 15: | Chapter 1 & 2 | Exam 1: Sept 15 |
| Sept 15 – Oct 23: | Chapter 3 & 5 | Exam 2: Oct 23 |
| Oct 23 – Dec 3: | Chapter 6 | Exam 3: Dec 3 |