

Contact Information:

Phone: 413-572-8487

Fax: 413-572-5617, ATTN: Cassandra Gendron

Real Life: Wilson 420 A

E-mail: [cgendron@westfield.ma.edu](mailto:cgendron@westfield.ma.edu) (BEST WAY TO CONTACT ME!!!!!!!!!!!!!!!!!!!!)

Course Introduction:

This is an online course, typically offered in an accelerated setting. This course focuses on statistics and how the concepts are applied in the real world. This class fulfills the Traditional Mathematics portion of the common core since there is a good deal of calculation. There is a significant writing component, where you must communicate your calculations effectively. You will also be asked to critically analyze current examples of statistics, and the way they are presented. All work should be submitted through PLATO, in appropriate file formats (review the file submission policy)

Text and Required Equipment:

We will be using Basic Principles of Statistics 7<sup>th</sup> Edition by David Moore, ISBN-13: 978-1-4641-4253 (hardcover

**Any other edition of the text is unacceptable.**

All your work will be done in Microsoft Word and Microsoft Excel. You are strongly encouraged to have Microsoft Office 2010 or 2013 for this course. You can download it from the University at a very fair and cheap price (free), the university also offers 2013 for free. Older versions are acceptable, but I will not be providing lectures using older software. My lectures are based on Excel 2010. (You may use open office, but I will not be providing lectures on this software). You also will need an up to date PDF reader and the most current version of flash on your computer. This is free software, and generally the computer takes care of itself in the updating process. If you have any trouble, please speak with CIT.

Attendance Policy: (for in-class and hybrid classes)

- **You are expected to attend every class**, however; I will allow you 3 unexcused absences. After your third absence, I will start docking your letter grade by a step. For example; if you have missed 4 classes and have an A you will now have an A- and so on.
- **Anyone who arrives to class more than 10 minutes late will be marked absent**, if you are within that 10 minute window, you will still be considered present but it is not encouraged, so please be respectful to your fellow students and myself and arrive to class on time. Note: I will be keeping track of this and chronic tardiness is not acceptable. **If your tardiness exceeds 3 it will be counted as an unexcused absence.**
- If there is an emergency, please do your best to notify me, also please provide documentation. **I will not excuse an absence for any reason. You must speak with student services in the event of a documented emergency.**
- **If you are listed on my roster for the first week of classes, and do not attend, your name will be reported to the registrar, and you will be dropped from the class.**

Grading:

I will be grading almost everything of what you do for me. There are some assignments that I will check for completion. There are some assignments that I will grade for accuracy and correctness. I will inform you how I will be grading each assignment.

Your grade will consist of 5 projects, text book problems, reading responses, and participation

- Text Book Problems: 20%
- Reading Responses: 10%
- Projects: 60%
- Participation: 10%

Your grade will be calculated on the following rubric:

Score	100-95	94-90	89-85	84-83	82-80	79-75	74-73	72-70	69-60	59-0
Grade	A	A-	B+	B	B-	C+	C	C-	D	F

\*I DO NOT SCALE GRADES

#### Submitting your work:

All assignments MUST be submitted on PLATO (you may fax your work if there is no other option available to you).

All assignments MUST follow the file submission policy. If an assignment does not fall within the necessary criteria it will not be graded. The file submission policy is located on PLATO.

E-mailed assignments (assignments sent to [cgendron@westfield.ma.edu](mailto:cgendron@westfield.ma.edu)) will be treated as rough drafts.

Most assignments will be graded by a rubric that is provided within the course, and with the assignment.

#### COURSE REQUIREMENTS FOR TRADITIONAL MATHEMATICS

In support of these objectives, courses in this sub-area must:

Introduce traditional mathematical concepts, constructs, systems, algorithms, and methods of inquiry and analysis; Provide an environment where students can construct, investigate, learn, and/or apply those attributes described above.

#### Expected Course Outcomes:

An introduction to basic concepts and techniques of statistics for students needing skills for research techniques in education, business, and the physical, life and social sciences, or simply to understand the mass of statistical information in modern life.

#### Academic Honesty:

Although it is encouraged for you to work together on your problem sets; it is absolutely necessary for you to submit your own work which reflects your own understanding of the subject matter. If you work with people on an assignment, then you must list their names. If you look something up on the internet, you must list the website address, etc. I will follow all policies outlined in the university's Academic Honesty Policy, available here:

<http://www.westfield.ma.edu/uploads/policies/1020Academic%20Honesty.pdf>

#### Students with Disabilities:

Special accommodations can be made for students with disabilities. If you need any kind of accommodation please contact me. If you have not already done so, I also encourage you to document this with Disability Services office in the Banacos Academic Center in Parenzo Hall. You can reach them at [banacos@westfield.ma.edu](mailto:banacos@westfield.ma.edu)