**STA 2014: PRINCIPLES OF STATISTICS – Fall, 2007**

**Ms. Constance Cutchins**  
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**Prerequisite:** This course has no prerequisite listed in the UCF catalog. It is recommended that you have at least one year of high school algebra. It is necessary to understand the basic properties of our number system (like order of operations, exponents), formula substitutions, and how to read word problems.

**Course Objectives:** 1. Demonstrate skills needed to solve quantitative problems and be able to choose the proper technique and/or technology. 2. Be able to solve real-world quantitative problems.

**On-line course information:** Important course information is accessible from my home page and in WebCT (http://webct.ucf.edu). My home page includes a schedule page, TA office hours, and a lab activity schedule. WebCT will provide you with important notes files and your grades. You are responsible for all postings on these web pages. Make sure you read the “Course Policies” (pages 3 and 4 of this syllabus). Changes to this syllabus, the assigned homework, the course materials or course schedule may be made throughout the term; all changes will be posted on the course schedule page. Check this frequently as it will be updated weekly (possibly daily). You will receive e-mail files to use as a template for your lecture notes.

**Tests:** There will be four in-class tests plus a cumulative final exam on Wednesday, December 5, 2007 in our classroom. The (optional) final exam grade may be used to replace a missed test or to replace the lowest of your four class tests. Exact dates of class tests will be announced and posted on the web page schedule at least a week in advance. Check web page information regularly. NO MAKE UP TESTS will be given under ANY circumstances; you must be in class, on time, for scheduled tests. Tests are “closed book”, but you may use one page (2 sides - 8½x11) of notes in each test. You will also need a scientific calculator (basic arithmetic operations plus square roots). Your notes sheet for tests may be handwritten, typed, or photocopied. No sharing of notes or calculators during tests. You also may not use a cellular phone as a calculator during tests. Test grades will be posted in WebCT. Your tests will not be returned to you, but you can review your test during TA office hours for a period of two weeks after the posting of grades.

**Grades:** Your grade is computed using your lab grade (20%) plus the best four of five (4 in-class tests + the final exam) equally weighted tests (80%). The course grade distribution approximates a ten point scale: 90%+ = A, 80-89% = B, 70-79% = C, BELOW 70% = NC or F. Labs are not optional; missed labs hurt your grade. Withdrawal deadline is October 12, 2007. If I have any reason to suspect anyone of academic dishonesty (cheating) I will pursue disciplinary action to the fullest extent of the university judicial system. Cheating = ‘F’ in the course & any withdrawal requests will be denied. Final grades issued: A, B, C, NC, or F. No ‘D’ grades may be given in this class. If you do not earn at least a ‘C’ for the course, you may be eligible to receive the ‘NC’ grade rather than an ‘F’ if all of the following conditions are met: (1) you must take at least four tests during the semester; (2) you must have a lab grade of at least 90%; and, (3) you must turn in your completed class lecture notes and homework whenever your earn a test grade that is below a ‘C.’

**Class/Lab Attendance:** You are expected to attend all classes and labs. NO MAKE UP LABS will be given under ANY circumstances. Attendance signatures are collected for every lab; it is your responsibility to make certain that your presence is documented and recorded. At the time your lab is scheduled, you must be in the classroom, seated with you lecture notes and necessary lab materials open and ready. Tardiness in any amount will lower your lab grade and may result in a “0” for that day. Every missed class or lab hurts your grade, understanding, & performance. If you really do not want to learn something in this course, please withdraw & make room for someone who does. You must attend the lab section you are registered in, on time, prepared and familiar with up-to-date lecture materials. Any evidence that you are not familiar with up-to-date lecture presentations will hurt your final course grade. Labs are not optional; lab attendance is a required part of your grade. You receive a lab grade at every lab session. Labs include collaborative and interactive experiments, individual quizzes, and group activities. If you understand the topic, it is your RESPONSIBILITY to help other students understand the course and lab topics and activities.
If you participate in a UCF sponsored activity (examples: band, athletics, ROTC, debate) that could require that you miss class, please notify me of your participation in this activity by email at the beginning of the semester. You must notify me, in writing, at least one week in advance of any scheduled absence. Also, makeup work must be completed early, before your absence. No excuses or makeup work will be accepted after the date of the absence.

**Course Assistance:** The Graduate Teaching Assistants office hours, locations, and times are available on your course schedule page. They are available to help you with course topics and homework. You are encouraged to seek help from all of the TAs, not only the one who leads your lab.

**Homework:** Homework assignments follow classroom and lab presentations. Homework is not collected and/or graded but it is **VERY** important that you do the problems related to the sections covered in class each day. If you need help or have questions about homework, see a TA. Quizzes on lecture presentations and/or assigned homework problems may also be part of your daily lab grade.

**STA2014 - Homework Problems - Fall, 2007**

CH 1: 1.3 - 1.13 odd, 1.17, 1.21, 1.23, 1.29, 1.35, 1.37, 1.39, 1.41, 1.43  
CH 2: 2.1, 2.3, 2.4, 2.5, 2.6abc, 2.8, 2.9, 2.10, 2.12, / 2.45, 2.46  
CH 3: 3.1 - 3.7 odd / 3.39, 3.41, 3.43 / 3.47  
**** TEST 1 *******

CH 4: 4.1, 4.3, 4.5, / 4.7, 4.10, 4.11 / 4.19 / 4.23, 4.24, 4.25, 4.27 / 4.31, 4.33 / 4.59, 4.61ab, 4.67abc, 4.69, 4.78abc  
CH 5: 5.1, 5.2, 5.3, 5.5, 5.8a / 5.11, 5.13, 5.17, 5.19, 5.21 / 5.30, 5.35, 5.39, 5.43  
**** TEST 2 *******

CH 6: 6.1, 6.4, 6.7, 6.9, 6.10, 6.11, 6.15, 6.17, 6.19, 6.21, 6.31ab / 6.55, 6.59, 6.65, 6.65, 6.71  
**** TEST 3 *******

CH 10: 10.1, 10.2, 10.3, 10.7, 10.9, 10.13 / 10.19, 10.27 / 10.36, 10.39, 10.42, 10.43a, 10.47a-d, 10.49  
CH 14: 14.6, 14.7abc, 14.9, 14.11, 14.15 / 14.35, 14.37  
**** TEST 4 *******

**** FINAL EXAM *******

**Note:** You are responsible for all postings (course additions/changes) on the course web pages. Changes to this syllabus, the assigned homework, the course materials or course schedule may be made at any time throughout the term and will be posted on the course schedule page. Check the web pages frequently (at least once a week) as they will be updated weekly, as necessary.

**By registering for this course, you, as a student, agree to the following statement:**
I have completely read the syllabus for STA2014 and understand the requirements of this course. I understand the commitment that I must make to be successful in this class, and will study and keep up to date with all course material. I also realize that I must attend all lectures and labs; this includes (1) be on time with cell phone off or silent, (2) know material covered to date in lectures/labs, (3) be prepared for a lab quiz on topics covered to date in lectures/labs, (4) participate in all lab activities - this includes helping other students understand, (5) be polite and respectful of the instructor, the TA, and other students, (6) refrain from conversations not related to course material, (7) stay for the full allotted time period, and, (8) seek out additional help when needed. I further realize that I must read and understand the book, web notes, lab packet, classroom lectures, homework, and lab activities. I will study the examples from the lectures, lab, web notes, and book and will practice them before starting each section's homework. I know that tests will cover the lectures, lab activities, lab packet, web resources, and text. I realize that a calculator is required for this course and I will be responsible for knowing how to correctly use my calculator to perform operations required.

**Lab Contacts:** Find at least **three** students to be partners in your lab: list their names and phone numbers here. You now have contacts to call about questions about the course. (Do this in your first lab)
Ms. Cutchins’ Course Policies for STA2014

You are expected to want to learn and expand your level of knowledge when you enroll in classes at UCF. As a higher education student you should value the opportunity presented by UCF, this course, and your instructor. If you do not really want to learn something in this course, please withdraw to make room for another student who does. If you find, later in the semester that you do not want to learn the information presented in this course, you are expected to withdraw, if possible. Also, keep in mind, that no one “knows it all” and if you had the training, expertise, and credentials to design this course or the requirements of your chosen curriculum, you would not be taking this course for credit.

Policies Relating to Attendance

- You must attend every class/lab meeting.
- Your must arrange important commitments, conflicts, and appointments (medical, dental, legal, etc.) outside the three hours per week when this class meets.
- You are responsible for all information and/or assignments given in class lecture or lab, whether you are present or not. If you miss a lab or lecture, you must get notes from another student.
- You must be in class/lab on time, and remain for the entire period. It is disruptive to arrive or depart while class is in session (three hours per week).
- No makeup tests, labs, or quizzes are given for ANY reason. If you are not in class, in your seat and prepared at the precise lab starting time, you receive a “0” on the quiz, and possibly a “0” for your lab grade that day.
- You must notify me of university related class conflicts at least one week before the planned absence and all assigned make up work must be completed early, before you miss a test or lab.

Policies Relating to Classroom Conduct

- Every day it is your responsibility to understand material covered in the previous lecture/lab, whether you are present or not.
- You must read and understand all present and past topics covered in this course or its prerequisite. This includes having lecture notes, lab assignments, and homework done, complete, neatly organized, and up-to-date. It is very difficult to be successful in the class if you have not done YOUR homework, figuratively and literally.
- You are encouraged to ask relevant questions during class and lab.
- If you understand the topic, you are expected to help other students gain your level of understanding during the collaborative group activities in the lab.
- Your behavior must be civil, respectful, polite, and courteous.
- Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates' attitudes in class. Always consider this fact carefully before you speak or act. If your comments or actions in class are deemed by the instructor to adversely affect other students' attitudes, they are considered disruptive.
- Cellular phones, pagers, or other audible devices should not be on during class/lab. Either switch to a silent mode or turn it off. You will receive a “0” for the day and are expected to leave the room if an audible device makes a sound in the class or lab. Each audible interruption from such a device is disruptive to both the instructor and your classmates.
- Also considered disruptive are (1) conversations among students while information is being presented, (2) rude comments or remarks directed toward other students or the instructor, (3) raised voices or confrontational comments, and (4) failure to follow instructions given by the instructor.
- If your actions in class are deemed by the instructor to be disruptive, you will be asked to leave class immediately; if you do not comply, the police will be called to remove you. You may be permitted to return to future class meetings, but only after consultation with the instructor. Additionally, you may be required to arrange a conference with a university administrator before returning to class.
- Continued disruption and/or violations may result in an “F” for the course and your permanent removal from the course.
• **Policies Relating to Homework Preparation**
  - You are expected to complete and understand all assigned homework before the next class.
  - You are encouraged to collaborate on homework. However, you will not benefit from merely copying homework from others or from a solutions manual.
  - It is very doubtful that you will to benefit from the classroom lecture if you have not done your homework.
  - Homework help is available during the TAs' office hours. You are, however, expected to have tried to do the homework first. If you do not have anything written down related to the problem, you have not put forth enough effort to be asking for help.

**Policies Relating to Testing**

- You must complete each test within the allotted fifty minute class period. Extended testing time will be provided only for students submitting documentation to the Office for Students with Disabilities. If you find it difficult to complete a test within the allotted time period, you have not mastered the material at the level necessary to prepare you for the test.
- No makeup tests are given for ANY reason. You are expected to be on time, in class on the scheduled test days.
- Solely at the instructor’s discretion, extreme and unexpected emergencies (e.g. family death, your hospitalization or incarceration) may be considered an excused absence should you miss a test. Decisions will be based on credibility of documentation and timeliness of notification. I must know of the problem before the test is given in class and have a phone number to make voice contact with you or someone with you permission to represent you.
- All materials in your work area during testing, including your calculator and its memory, are subject to thorough and unannounced inspection by the instructor. All personal items must be placed under your chair so they do not block movement through rows or aisles.
- All students must have a valid photo identification to take tests.

**Policies Relating to Academic Honesty**

- All tests and quizzes are to be exclusively your own work. Cheating in any way will result in university disciplinary action and a grade of “F” for the course.
- **CHEATING = FAILING. CHEATING = FAILING. CHEATING = FAILING.**

**Policies Relating to Grading**

- Partial credit on tests or labs is sometimes given, when appropriate, solely at the discretion of the instructor. Partial credit (if and/or how much) is not open for discussion.
- I am willing to review a test individually in my office with a student to explain what that student misunderstood or omitted. However, any attempt to argue about a grade, or partial credit, is unacceptable.
- Keep in mind, that if you had the training and credentials to select course materials and activities, or, make tests or grade tests, you would not be taking the course for credit.
- Grades will not be disclosed over the telephone or via e-mail.
- All final course grades will be computed as described in your syllabus. Concern about your grade (passing the course, graduating) should be addressed by you, your behavior, and your continued effort throughout the semester, starting on the first day of classes. At the end of the semester your grade is a mathematics formula and will be computed as described in the syllabus. This syllabus is a legal contract.
- “Incomplete” grades are rarely given. Students must be passing the course and have some unanticipated, documented problem (medical, military, or family emergency?) during the semester. At the discretion of the instructor, a schedule will be written so that the student can complete the course independently within the allotted time period.
- Note: In addition to the policies outlined above, the instructor adheres strictly to all university policies. Familiarize yourself with UCF’s student code of conduct in both the UCF Catalog and “The Golden Rule” especially those concerning academic honesty, classroom conduct, and withdrawal from class.