

STAT 1220-003, FALL, 2009

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Office hours: 9:30 — 11:00 am MW  
and by appointment

**1. Syllabus and Textbook**

The Department of Mathematics and Statistics chooses the textbook and makes out a syllabus for the course. The textbook is *Introductory Statistics, Sixth Edition*, 2007, by Prem S. Mann, published by John Wiley & Sons, ISBN 978-0-471-75530-2. The syllabus is posted elsewhere on this site.

**2. Grading**

Your grade will be computed from three components, weighted as shown, and an attendance adjustment.

1. Weekly homework [ $\frac{1}{6}$ ]. Beginning Wednesday, September 9, a ten-problem homework set will be due at class time. This will be assigned by email, typically on the Wednesday afternoon one week before the due date, to your `name@unccl.edu` email address as supplied by the registrar. You are encouraged to work on these together or get help from a tutor.

**Homework: every Wednesday class day  
(beginning September 9)**

The two lowest homework grades will be dropped (including zeros on late or unsubmitted assignments), except that the last two assignments always are counted.

2. In-class exams [ $\frac{1}{3}$ ]. As indicated in the syllabus, there are three in-class exams, each one on a Wednesday.

**In-class Exams: September 23, October 28, December 2**

The lowest grade will be dropped. There are no substitute or make-up exams: if you miss an in-class exam for any reason, the missed test is automatically the grade that is dropped.

3. Final exam [ $\frac{1}{2}$ ]. All sections of STAT 1220 take the same final exam, at the same time:

**Common Final Exam, Friday, December 11, 3:00–5:30 pm**

This exam is made out by the Department of Mathematics and Statistics (not by individual instructors), and is typically 60% multiple choice and 40% free response. It will cover all the material in the course. Based on the performance of all students in all sections the department issues a grading scale for the exam. Make-ups or substitute times for taking the final exam are handled by the department, not the instructor.

4. Attendance adjustment. On-time class attendance is mandatory, and figures into your grade as follows. From Wednesday, September 9, onward, you are allowed two unexcused absences and two unexcused tardinesses without penalty. For each unexcused tardiness beyond the two “free” tardinesses and for each absence beyond the two “free” absences your final score in the course will be lowered 5 percentage points. Absence or tardiness for what I judge to be good reasons, such as sickness, traffic accident, wedding or funeral, or court date, and that you can document (doctor’s bill or charge slip for medicine, accident report, program, court document) will generally be excused. Note however that you must be present on exam days, no matter what, although attendance is not taken on those days and does not in itself figure into your grade. Note secondly that it is your responsibility to find out what material was covered, what assignments were made, and what announcements were made in any class that you missed.

The grading scale is 90% for an A, 80% for a B, and cut-offs for the grades of C and D that depend on the performance of all students in all sections of STAT 1220 on the common final exam.

### **3. Classroom standards and attendance procedure.**

1. Purchase a supply of  $3 \times 5$  notecards (lined or unlined, any color, but non-adhesive, not perforated, and not possessing tabs or cutouts) and legibly write your name (and a student number for this class that you will be given later on one side of a few of them. When you arrive at the classroom, give one to me; give a second one to me when you leave at the end of class. You are counted as being present on time if there is a card with your name on it in each bundle; you are counted as tardy if there is a card with your name on it in the second bundle but not the first. You are counted as absent otherwise. You are also counted as absent if you leave the classroom once class has started, even if you return.  
You must personally hand me each card, not have a friend submit it or leave it at the front of the room.
2. Bring a pencil or pen, textbook, and formula sheet with you to class.
3. Do not bring food or drink to class; turn off cell phones, beepers, pagers, and so on. Do not wear headphones. Do not use a laptop or other electronic device.

4. Be attentive to the lecture, not talking while anyone is addressing the class, and stay seated the entire period.

#### 4. Homework policy.

1. You are strongly encouraged to form a study group and work together with a classmate on the homework. If you have trouble with a problem, or are not sure of your answer, then get help on the homework from tutorial sessions run by the Department of Mathematics and Statistics (no appointment necessary) and the Center for Academic Excellence (by appointment), or from any other source. The only restriction is that you must write up your own solutions.
2. Homework is due by the end of the class period on the due date, unless called for earlier. You don't have to give it to me personally, but can bring it to the Department Office (third floor, Fretwell) and give it to the receptionist, slide it under my office door, have a friend deliver it, and so on, although if it does not reach me in time it will not be graded. Whatever the case, the absolute deadline for it to be graded is that it be in my hand the moment that I give the stack of homework papers to the grader. After that it will not be accepted for any reason.
3. A typical homework assignment consists of ten five-point problems. The grader chooses five of them to grade, and assigns a number to each based on the following scale: 5 for perfect (or near perfect), 1 for awful, and 3 for anything else. (Of course an unsubmitted problem receives a 0.) He is instructed to write the grade in the left margin beside the problem, so you will be able to easily identify the ones that were graded. Occasionally there may be a problem worth double, i.e., ten points, which will then be assigned a grade of 10, 6, or 2. The total possible on each problem set is 25 points.
4. Worked problems are to be submitted in the order in which they appear in the text, from top to bottom of the sheet, in one column, left justified. If the grader looks for a problem and it is not in the place it is supposed to be, he is instructed to write the problem number and award a 0 for that problem. Work is to be not just legible, but presented in a neat and organized manner. The grader is instructed to award at most 3 for work that is difficult for him to read, follow, or interpret.
5. Because you have about a week to work the problems, and may get help from any source on the homework, the grading is strict. See the sample problem on the web-page for this section of the course for examples of how problems are graded.

## 5. Additional comments.

1. *Only the top homework grades are used.* There will be twelve homework assignments. Your top ten will be used to figure your homework average. Thus missing an assignment will not automatically hurt your grade; it simply means that you have fewer to drop.
2. *Get help on the homework.* The intention is that you work together on the homework assignments with other students, helping one another and getting assistance from tutors so that you can turn in a perfect or nearly perfect paper each time. In fact, it is not cheating even to copy someone else's paper, although to do so would pretty much short-circuit the whole learning process. The point of the homework assignments is to encourage you to work together with other students outside class, figure out the ideas in a non-threatening environment, and give you an opportunity to improve your grade, if you're willing to put the time in.
3. *Only the top two exam grades are used.* This policy is in place so that if you have to miss an exam, it will not hurt your grade, even though there is no make-up policy (see the following point). Thus if you take all three exams as you should, you get to drop the lowest score.
4. *No make-up exams.* You must take each regularly scheduled exam at the announced exam period, or not at all, even if you have a good reason for being absent, such as participation in a university sponsored event. The reason is simple: this is a large class, making it too difficult to sort out the validity and relative merit of all the excuses that are given for not taking an exam at the scheduled time. So what happens if you can't take an exam? There is no real penalty: it is simply the grade that is dropped.
5. *Be on time; stay the whole time.* Because this is a large class, students walking in late or leaving early is particularly disruptive. This is part of the reason for the strict attendance and tardiness policy and notecard scheme: experience has shown that it makes a significant difference in the learning environment of the classroom. If you leave in the middle of the class and return you will be recorded as absent for that day.
6. *Common final exam.* The common final exam for this course is scheduled to be given Friday, December 11, 3:00–5:30 pm, which is earlier than the final exam time for 11:00 MW classes. Make sure now that you can take the exam at that time. Make-ups are arranged only through the Department of Mathematics and Statistics, not by the instructors. The location of the exam will be announced later in the semester.
7. *Technology.* A calculator is a must for this course, one with a statistics package is preferable, and a TI-83+ or TI-84+ is highly recommended. These are the same as far as our class is concerned, are easy to use, and are the ones I will be demonstrating in class from time to time. You may not use a cell phone or other such device as a calculator in this class.

8. *Communication by email.* Homework assignments and other announcements are sent to your `name@uncc.edu` email address. The class is run on the assumption that you read this mail daily. Make sure that you empty your mailbox (or any mailbox to which mail is automatically forwarded) on a regular basis; in the past students have missed important information because their mailbox was so full that it could not accept new mail.
9. *Practice problem notebook.* Problems for practice are assigned almost every class period. Typically a few are reviewed in class the next class period. Purchase a spiral bound notebook and do your work on the practice problems in it, working them in numerical order and leaving space as necessary for the ones you skip or have trouble with. This makes it easy to find your work and compare it to the solution presented in class.
10. *Students with disabilities.* If you have a disability that impinges on your ability to take this course in the manner described above, then typically accommodation can be made. All such accommodations are handled in conjunction with the Office of Disability Services. You should contact them immediately if you have such a disability.