Welcome to DS - 503  
Business Statistics for Managerial Decision Making  
Delivered online Fall 2014

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Contacts and Communications: Please contact me via the e-mail address above and I will try to reply within 48 hours. Your communication is important to me. To insure that I see your message among my e-mail, please use the class name and number DS 503 in your subject line.

Office hours: Mondays 3:00 – 5:00  
Tuesdays: 3:30-5:00  
Wednesdays: 11:00-12:00  
Or by appointment.

Course information: Decision Sciences 503 is a survey of the statistical methods used in business decision-making. Topics discussed include Measures of central tendency and variability, random variables and probability distributions; binomial, normal, and sampling distributions; estimation; tests of hypotheses; linear regression and correlation. Students will analyze simple problems, apply statistical techniques, and interpret the results of the analyses.


Calculator/Software Requirement:  
1. MINITAB statistical software or Microsoft Excel can be used for homework problems.  
   http://www.onthehub.com/minitab/  

2. A calculator with the basic statistics functions for computing mean and variance is required and can be used for midterms and final exam.
Assignments:  Homework is an important part of this course and serves as a tool for mastering the ideas presented in the textbook and lecture notes. In addition to the weekly practice problems, you will be assigned two sets of problems which will be collected and graded. These written assignments must be completed on time and may be e-mailed to the instructor as a Microsoft word document or PDF attachment by the due date. **No credit will be given for homework handed in late.**

Homework 1 is due Monday September 29  
Homework 2 is due Monday Nov. 10

Exams:  You will have two **Proctored** midterm exams each worth 50 points and five quizzes each worth 20 points. Theses quizzes are on line and you can take them anytime within the dates given below. **The Proctored Final Exam is Comprehensive** worth 100 points. Exams involve a combination of multiple choice and short answer problems. You cannot pass the course without taking the final. The exam dates are as follows:

<table>
<thead>
<tr>
<th>Quiz</th>
<th>Covers</th>
<th>Must be taken in</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Chapter 1</td>
<td>September 5- September 8</td>
</tr>
<tr>
<td>2</td>
<td>Chapter 2</td>
<td>September 19 – September 22</td>
</tr>
<tr>
<td>Midterm 1</td>
<td>Chapter 1, 2, 3</td>
<td>October 6- October 10</td>
</tr>
<tr>
<td></td>
<td>Chapter 4 (sections 1, 2)</td>
<td></td>
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<tr>
<td>3</td>
<td>Chapter 4 (sections 3, 4)</td>
<td>October 17-October 20</td>
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<td>Chapter 5 (sections 1, 2)</td>
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<tr>
<td>4</td>
<td>Chapter 5 (sections 3, 4)</td>
<td>October 31- November 3</td>
</tr>
<tr>
<td></td>
<td>Chapter 6 (sections 1, 2)</td>
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<tr>
<td>Midterm 2</td>
<td>Chapter 4 (sections 3, 4)</td>
<td>November 17- November 21</td>
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<tr>
<td></td>
<td>Chapter 5, Chapter 6</td>
<td></td>
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<tr>
<td>5</td>
<td>Chapter 8, Chapter 10 (section 1)</td>
<td>December 5- December 8</td>
</tr>
<tr>
<td>Final Exam</td>
<td>Chapters 1- 9, chapter 10</td>
<td>December 15- December 18</td>
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</tbody>
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You are required to schedule a time at one of the testing centers (listed below) and let me know of the date so that I can send them the test on time.  
The exams are closed book but you may have an 8 1/2 by 11 information sheet with you. You can type or write (on both sides) formulas or anything on this piece of paper. Also make sure you have a calculator with you at the time of the test.
Testing Centers:

1. Distance Learning office, Horrabin Hall 10, WIU. Call 309/298-2496 to schedule a time for the examination.
   The Distance Learning office requires appointments for examinations to be scheduled at least 24-hours prior to taking the exam.

2. Riverfront Building WIU QC campus
   Temia Rice
   Appointment Line: (309) 762 - 9481 Ext. 62309
   T-Rice@wiu.edu
   *note: Please schedule appointment at least 1 day before exam time.

**Riverfront Building**
Monday - Friday
9:30 am - 1:00 pm

Monday - Thursday
2:30 pm - 5:00 pm

Fridays
2:15 pm - 4:45 pm

3. 60th Street Building WIU QC campus
   Leslie Mose
   Appointment Line: (309) 762 - 9481
   L-Mose@wiu.edu
   *note: Please schedule appointment at least 1 day before exam time.

**60th Street Building**
Monday - Friday
9:00 am - 4:00 pm

Saturdays - by Appointment
Grading:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework</td>
<td>100</td>
</tr>
<tr>
<td>Quizzes</td>
<td>100</td>
</tr>
<tr>
<td>Midterms</td>
<td>100</td>
</tr>
<tr>
<td>Final</td>
<td>100</td>
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<tr>
<td>Total</td>
<td>400</td>
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An individual’s percentage will be determined by dividing the total points earned by the total points possible (400). Grades will be assigned according to the following distribution:

- 360 – 400: A
- 320 – 359: B
- 280 – 319: C
- 240 – 279: D
- 0 – 239: F

Students with Disabilities
In accordance with University policy and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. For the instructor to provide the proper accommodation(s) you must obtain documentation of the need for an accommodation through Disability Support Services and provide it to the instructor. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she is not legally permitted to inquire about such particular needs of students. Students who may require special assistance in emergency evacuations (i.e. fire, tornado, etc.) should contact the instructor as to the most appropriate procedures to follow in such an emergency. Contact Disability Support Services at 298-2512 for additional services.

Academic Honesty
One of the foundations of any meaningful evaluation system is that each student is accountable for his/her own work. You are expected to do your own work. Copying information from another on exams or assignments (or allowing someone else to copy your work), bringing unauthorized materials into an examination, writing information on table tops, utilizing case solutions available online or from other individuals, or representing the work of another as your own (plagiarism) are all acts of academic dishonesty. Such incidents can result in severe penalties, including a grade of "F" for the entire course and expulsion from the University. If you are in doubt as to whether an action is academically honest, please see me in advance. Failure to understand that an action is academically dishonest is not an acceptable excuse.

What If I Need Help?
If you find you are struggling, please see me as soon as possible. WIU has many resources to help you succeed, and I will also do what I can to help you learn the material. Remember, the sooner you see me with any problems you are having, the sooner we can work together to help you master the material. If you are having trouble,
see me early in the semester and I may be able to recommend some changes in your examination preparation. The sooner you see me, the sooner we can get you on the right track. Unfortunately, some students wait until the end of the semester to indicate they are having trouble, and at that point there is little that can be done. Don't wait if you are having difficulty – talk to me ASAP and I will help you as best as I can.

Notes:

1) For information on student rights and responsibilities visit http://www.wiu.edu/provost/student/
2) For information on withdrawal policies and deadlines visit http://www.wiu.edu/policies/withdraw.php
3) This outline is subject to change with notice.

I hope you will enjoy this course. I am looking forward to working with you.