

MTH-125S-803US

General Statistics Syllabus - ONLINE

Edison State Community College

3 Credit Hours

Instructor: Professor Lisa Hartwig; M.Ed.; Bowling Green State University 2009, Graduate Mathematics; Bowling Green State University, Ball State University, University of Phoenix 2020

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Office: Room 341; hours online as needed

Required Materials: Introductory Statistics by OpenStax, Barbara Illowsky, Susan Dean
AND XYZ Online Homework All Access Pass, calculator

Tentative Schedule:

Week	Assignments	Due Date by 11:59pm
1	1A – Sections 1.1 and 1.2 1B – Sections 1.3 and 1.4 2A – Sections 2.1 and 2.2 2B – Sections 2.3 and 2.4	June 15
2	Test 1 (Chapter 1 and 2.1 – 2.4) 2C – Sections 2.5 and 2.6 2D – Section 2.7	June 22
3	3A – Sections 3.1 and 3.2 3B – Sections 3.3 and 3.4 Test 2 (2.5 – 2.7 and Chapter 3) – Located in “Required Assignments” folder	June 29
4	4A – Sections 4.1 and 4.2 4B – Sections 4.3	July 6
5	6 – Sections 6.1 and 6.2 7 – Sections 7.1 Test 3 (Chapter 4, 6 and 7) – Located in “Required Assignments” folder	July 13
6	8A – Sections 8.1 8B – Sections 8.2 9A – Sections 9.1 – 9.4	July 20
7	9B – Sections 9.5 12 – Sections 12.2 – 12.5	July 27
8	Test 4 (Chapter 8, 9 and 10) – Located in “Required Assignments” folder Final Exam (cumulative) – Located in “Required Assignments” folder	Both tests are due by July 30th at 11:59pm

Calculator

A TI-83/84 model calculator is recommended, and instructions are provided on how to use it. If you use a different calculator you will have to learn and know how to use it.

To accommodate the needs of this course, the instructor may alter the syllabus at any time.

Communication

This is an online course, therefore, reading the Announcements section of Blackboard weekly is required. This is how you and I remain on the same page.

The easiest and best way to communicate with me is through email. My email is listed on the first page of the syllabus, feel free to contact me at any time. I check my email frequently, however, please allow 24 hours as a maximum length of time for me to respond to you during the week and 48 hours on the weekend. All students **MUST** use their Edison email accounts when corresponding regarding this course. **Since this is an online course, it is imperative that you check your Edison email every day.** Your Edison State Outlook email is embedded within your free Microsoft Office 365 account. You can access this by going to Edison State's homepage, click on Current Students, and then Office 365. Put your email account on your phone! This is the main way I contact you.

Late Work/Make-up Policy

Any assignment that is completed after the stated deadline will receive a grade of "0" (zero). **There are no makeup/retakes for this course.** Since this is an online course, you have the flexibility to do all the work at your convenience. The entire course is open so please work ahead. **Do not wait until the last minute to complete an assignment.** If you wait until the last minute to start an assignment and then have a computer or internet issue which prevents you from completing the assignment, you will receive a zero for the assignment. To accommodate situations like this and maintain fairness to the entire class, I drop your three lowest homework grades as they are entered into Blackboard.

Late work will not be accepted for any reason. While many students may have good reasons for not completing homework on time, no one has a better reason than any other student. Because of this, there is no late work accepted for any reason. You should be working ahead. Completing your homework at the last minute never works out well. If you begin your assignments the day they are due, you are behind.

Grades

Grades are automatically weighted and cannot be calculated by dividing points earned by total points. See explanation in Blackboard for clarification.

Homework (XYZ homework)	30%
Tests 1, 2, 3, 4	60%
Final Exam	10%

Grades will be posted in Blackboard. Final grades in the course will be posted as the following percentages:

A	90% and above
B	80% to 89%
C	70% to 79%
D	60% to 69%
F	Below 60%

Final Overall Grades are rounded accordingly: As an example - an 89.5% will round to a 90% A while an 89.4% will remain an 89% B, etc. for each grade letter.

XYZ Homework

Access to your XYZ homework can be found by clicking on our Blackboard course site, then the XYZ Homework Link. This will redirect you to the XYZ website where you will set up an account. You can purchase XYZ Homework at this site or at the Edison State ecampus bookstore (your purchased code is located on the Digital Bookshelf). If you are using financial

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aid, you must use the ecampus bookstore. We offer a free ebook URL, but if you prefer a printed copy of the book, you may purchase it separately.

Please do not email me for an extension due to issues you are having with your computer. If/When you run into technological issues with homework or exams, you must contact XYZ Support. Since this is an online class, I cannot sit at your computer and help you with these types of issues. Waiting until the last minute for your assignments does not allow us time to work out these issues, so please work ahead on your assignments. To accommodate situations like this and maintain fairness to the entire class, I drop your three lowest homework grades as they are entered into Blackboard. If you begin your assignments the day they are due, you are behind.

See the Academic Dishonesty section below for our institution's cheating policy. *All work must be completed by you and you only.* For technology issues with XYZ, it is your responsibility to contact XYZ Customer Support. Procrastination is not your friend when completing homework, so work ahead. If you begin your assignments the day they are due, you are behind.

Tests/Exam

The tests/exam are all around 20 questions each. All tests are administered in Blackboard using Respondus Lockdown Browser and Monitor. You are required to have a working computer with a Webcam for this course. If you do not have access to a computer with a webcam you should not take this course. Instructions on setting up and using this feature are provided in the "Exams" folder in Blackboard. I do not accept late assignments, so please work ahead, and do not take your tests/exam at the last minute. There will be no test make-ups or re-dos. If you would like to see your test/exam submission results, please set up a time to go over them with me or a qualified tutor in the Tutoring Center. At the end of the course, your final grade is your grade. I do not change grades for any reason, including but not limited to athletic eligibility, graduation requirements, etc. Put in hard work and diligence throughout the semester and do not ask me to change your final grade.

Extra Credit

There will be no extra credit, so please do not ask for it. Here are some suggestions for work you can put in throughout the semester: visit the campus Tutoring Center for free tutoring, ask when you have questions on the material, arrive on time and do not leave early, turn in your assignments completed, spend a minimum of six hours outside of class time working on the coursework, do not skip any assignments, take detailed notes that will make sense to you when you study, make flash cards to help you remember tough topics and go over them often, do not skip class, use the help of your peers during group work. If you need more ideas, please ask.

eTutoring and Tutoring Center

All students enrolled at Edison are eligible to receive learning assistance services. Learning assistance services includes in person and etutoring, and both are free to Edison students. Visit <https://www.edisonohio.edu/tutoring-center/> to sign up for etutoring.

Academic Dishonesty

Because engaging in dishonest practices undermines the trust that is essential in any social relationship, honesty is expected in all matters. Academic honesty requires that you never submit another's work as your own. You will not plagiarize from a printed source, an electronic source, or another student's work, nor will you allow someone else do your work. You will not copy from another student's examination or use unauthorized notes. You will not avoid the timely completion of work by misrepresenting the conditions that cause you to miss a deadline or an examination. You will not assist another student in any dishonest practice. If you engage in academic dishonesty, you will receive a failing grade for the course. Additionally, students are expected to be familiar with and to uphold all student rights and responsibilities as outlined in the student handbook. Read the student handbook for more details.

ARTIFICIAL INTELLIGENCE RESTRICTIVE POLICY

To accommodate the needs of this course, the instructor may alter the syllabus at any time.

Students cannot use AI tools such as ChatGPT on assignments in this course. All assignments should be prepared entirely by the student. Developing strong competencies in this area will prepare you for a competitive workplace. Therefore, AI-generated submissions are prohibited and will be treated as academic misconduct.

TESTING YOUR FAITH ACT POLICY

Edison State Community College is committed to providing an environment respectful of students' beliefs. Students are permitted to be absent for up to 3 days each semester based on their faith, religion, or spiritual belief system with no academic penalty. Students must complete the Testing Your Faith Act Accommodations Form, <https://www.edisonohio.edu/services-support/registration-records>, located in "Forms" and provide a copy to their individual faculty within 14 days from the start of the course. The entire policy can be found in the student handbook at <https://www.edisonohio.edu/services-support/student-resources>.