

## 22S:8 STATISTICS FOR BUSINESS

**INSTRUCTOR:** Prof. Russo 205 SH, 335-0817 [russo@stat.uiowa.edu](mailto:russo@stat.uiowa.edu)

**OFFICE HOURS:** MWF 4:30-5:00PM and Friday 10:00-11:30AM

Margie. *the best way to reach me is via email*

**REQUIRED TEXT:** The Practice of Business Statistics, by Moore, McCabe, Duckworth & Sclove. W.H. Freeman pub. They keep a webpage (check book for address).

**LECTURES & WORKSHEETS:** please do not arrive late or leave early. Missing a single night class is equivalent to missing 3 day classes. It is not necessary to bring your book. There will be a 15 minute break at the half-way point of each lecture. We will make extensive use of worksheets (print out & bring to class as needed). These are available on the course website.

**COURSE WEBSITE:** from <http://www.stat.uiowa.edu/~rrusso/> open the **courses** link

**CONFLICTS:** You should **NOT** miss my class because you have a Wednesday night exam in another course. Under university regulations, your other professor is obliged to arrange an alternative test time for you. Please inform her/him immediately & let me know of any problems.

**COVERAGE:** chapters 1, 2 (excluding 2.5), 3 (much of it will be assigned to read), 4, 5 (excluding 5.3), 6, 7 (excluding 7.3), 8, & extra topic(s) if time permits.

**EXAMS/GRADING:** there will be 6-8 twenty minute quizzes (the lowest of which will be dropped), two 90 minute midterms (at the 1/3 & 2/3 points in the course) & a 2-hour cumulative Final. The course grade will be based on the formula

$$Final\% = (.10)HW\% + (.20)quiz\% + (.20)Midt1\% + (.20)Midt2\% + (.30)FinalExam\%$$

As rough guide: 90-100% = A, 80-90% = B, 70-80% = C, 55-70% = D

**MAKE-UPS:** will be given only under extraordinary circumstances. Please let me know of any problem as soon as possible in advance of the exams. Also see the section on “conflicts” above.

**Independent Tutors:** for a list go to <http://www.stat.uiowa.edu/courses/tutors.html> (if you prefer to pay for what you can get for free at the Tutorial Lab)

**TUTORIAL LAB:** available to night students - - check the course webpage for the link.

**POLICIES:** course policies are governed by the College of Liberal Arts and Sciences.

**Student disabilities:** I would like to hear from anyone who has a disability which may require some modification of seating, testing, or other class requirements so that appropriate arrangements may be made. Please see me after class or during office hours.

**Dept. of Stat & Act. Sci., 241 SH, 335-0712. Prof. Tierney, DEO**

***The College of Liberal Arts and Sciences Policy and Procedures***

**Academic Fraud**

Plagiarism and any other activities that result in a student presenting work that is not his or her own are academic fraud. Academic fraud is reported to the departmental DEO and then to the Associate Dean for Academic Programs and Services in the College of Liberal Arts and Sciences.

[www.clas.uiowa.edu/students/academic\\_handbook/ix.shtml](http://www.clas.uiowa.edu/students/academic_handbook/ix.shtml)

**Making a Suggestion or a Complaint**

Students have the right to make suggestions or complaints and should first visit with the instructor, then with the course supervisor if appropriate, and next with the departmental DEO. All complaints must be made within six months of the incident. [www.clas.uiowa.edu/students/academic\\_handbook/ix.shtml#5](http://www.clas.uiowa.edu/students/academic_handbook/ix.shtml#5)

**Accommodations for Disabilities**

A student seeking academic accommodations first must register with Student Disability Services and then meet with a SDS counselor who determines eligibility for services. A student approved for accommodations should meet privately with the course instructor to arrange particular accommodations.

[www.uiowa.edu/~sds/](http://www.uiowa.edu/~sds/)

**Understanding Sexual Harassment**

Sexual harassment subverts the mission of the University and threatens the well-being of students, faculty, and staff. Visit [www.sexualharassment.uiowa.edu/](http://www.sexualharassment.uiowa.edu/) for definitions, assistance, and the full policy.

**Administrative Home of the Course**

The administrative home of this course is the College of Liberal Arts and Sciences, which governs academic matters relating to the course such as the add / drop deadlines, the second-grade-only option, issues concerning academic fraud or academic probation, and how credits are applied for various CLAS requirements. Please keep in mind that different colleges might have different policies. If you have questions about these or other CLAS policies, visit your academic advisor or 120 Schaeffer Hall and speak with the staff. The CLAS Academic Handbook is another useful source of information on CLAS academic policy:

[www.clas.uiowa.edu/students/academic\\_handbook/index.shtml](http://www.clas.uiowa.edu/students/academic_handbook/index.shtml)

**University Examination Policy**

**Final Examinations.** An undergraduate student who has two final examinations scheduled for the same period or more than three examinations scheduled for the same day may file a request for a change of schedule before the **published deadline** at the Registrar's Service Center, **17 Calvin Hall**, 8-4:30 M-F, (384- 4300).

**Missed exam policy.** University policy requires that students be permitted to make up examinations missed because of illness, mandatory religious obligations, certain University activities, or unavoidable circumstances. Excused absence forms are required and are available at the Registrar web site: [www.registrar.uiowa.edu/forms/absence.pdf](http://www.registrar.uiowa.edu/forms/absence.pdf)