



**COURSE WEB PAGE:** A web page with the syllabus, Power Point files, assignments, handouts, an anonymous suggestion box, and other course material can be found at:

<http://www.udel.edu/FREC/ilvento/FREC408/>

I will put materials on the web page as they become available and immediately prior to their use in the course. Power Point files with lecture notes will be available in pdf formats (you must use Adobe Reader). The Power Point files will be available at least one day before the class.

The Anonymous Suggestion Box on the web site will allow you to give me feedback on the course with some assurance of privacy. Please use this in the spirit it is intended. I will post messages and my response on the web page.

**SUPPLEMENTAL MATERIAL:** I recommend that you have access to the following:

- A calculator which has multiple memory registers and the ability to take logs
- Access to Microsoft Excel

**PREREQUISITE SKILLS:** Statistics necessarily require the use of math and the computer. The level of math will not be beyond basic algebra. If you have any concerns about your math skills I suggest you get a review book much like is sold for the SAT test. We will be using Microsoft Excel spreadsheet for some of the assignments. I will use some class time to show you basic approaches to analysis on Excel. The book also provides descriptions of Excel and a short tutorial. If you feel weak in the use of a spreadsheet I expect you to build your skills. A spreadsheet is one of the more flexible computer programs for academic, business, and personal use and it is wise to feel proficient in its use.

**GROUP WORK:** This course will use elements of problem based learning in the course. Students will work on problems in groups of 4 or 5 students. The groups will be assigned within the first week of the class and students will remain with their group throughout the course. After you have been assigned to a group, I suggest that you sit as a group for the class. From time-to-time I will give an in-class problem that will require group work.

Group Exercises include several problems to be completed in-class. Group Exercises typically will be on a Friday Class. This time is meant for group discussion and work and each group will hand in a single assignment answer. Each student will sign the in-class component and get partial credit for that assignment. All students who sign the in-class homework will receive the same credit for the exercise. If you are not present in class for the assignment you lose the group points for the assignment, unless you have a valid excuse.

**GRADING POLICY:** The course grade will be based on 9 Group Exercises, 9 Homework Assignments and 4 exams. I will grade all assignments and exams based on 100 points and then weight each item based on the scale listed below.

The Group exercises will count for nearly 10 percent of your grade (roughly one letter grade).

The homework assignments will be worth 4 points each for a total of 36 points. You cannot do well in the course unless you complete the homework assignments. You will be given approximately one week to complete the assignment. Late assignments will be docked 15 percent, and there will be no exceptions without a valid excuse. I will not accept any late assignments after the last exam. I expect the assignments to be neat and legible. They can be hand written as long as they are neat.

The four exams will be worth 54 percent of your grade (weighted 13.5 points each). The exams will be spaced evenly through out the semester and focus on a section of the course (see listing and times

below). I will give you advanced notice if the date of an exam will change. The exams will be a combination of True and False, multiple choice, definitions, and problem solving. The exams will not be cumulative. The last exam will be given during the final exam week, but it will not be a cumulative exam. I will not require gross memorization of formulas for the exams, and will allow you to construct a single sheet of notes to take into the exam, as long as they are your notes. All exams must be taken during the scheduled time unless extenuating circumstances, as approved by the instructor.

As a result, your final grade will be based on the following point breakdown:

4 exams worth 13.5 points each	54.0 points
9 home works worth 4 pts each	36.0 points
9 Group Exercises worth 1 point each	9.0 points
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TOTAL	100.0 points

In terms of a final grade for the course, I will use the following breakdown:

A	93 to 100
A-	90 to 92
B+	87 to 89
B	83 to 86
B-	80 to 82
C+	77 to 79
C	73 to 76
C-	70 to 72
D+	67 to 69
D	63 to 66
D-	60 to 62
F	Below 60

#### OTHER POLICIES:

Attendance is not required. However, in-class notes will be important in the course. Miss as much as you dare, as little as you must! Attendance is required for the group exercises. If you are not present for this portion of the work you will lose points.

Disruptive behavior in the classroom (talking during lectures, consistently leaving early or arriving late, eating etc) will not be tolerated and will be the basis for asking a student to leave the class. Persistent disruptive behavior will result in being dropped from the class and denied attendance. I expect all students to do their own work. Let's all follow the rules as outlined in the student handbook (<http://www.udel.edu/stuhb/>) If you have a certifiable disability that may affect your class performance, please inform me privately before the third class day so that appropriate arrangements can be made.

**ONE FINAL NOTE.** Statistics often scare students, particularly if they don't feel confident in their math skills. I personally feel it doesn't have to be that way as long as you commit to working at it. I will provide plenty of in-class examples to help take the mystery out of formulas and such. However, you will have to take good notes, do the assignments, and read the text. I don't require attendance, but the class lectures will be an important part of the course. I'm committed to working with you to help you learn the material. **If you feel in trouble, by all means come and see me - don't wait and fall behind.**