

MGMT643, Course Outline, Spring 2011

http://www.people.vcu.edu/~randrews/mgmt643/mgmt643_Hair_Stevens.html

INSTRUCTOR: **Robert L. Andrews, Room B2151, Snead Hall**
Office phone & voice mail: 828-7101;
Electronic Mail: randrews@vcu.edu
Home phone: 355-4645 This number is given in good faith that it will be used with reason (8 a.m. to 10 p.m. except for urgent situations).

OFFICE HOURS: Regularly available: Monday & Wednesday from 2:30 to 5:00 p.m. Normally I can be available after class on Wednesdays. If you need to see me, I suggest that you make an appointment. If you do not have an appointment, call before making a special trip to my office, because I may already have another appointment at that time. I generally work at home most mornings. If I am not in my office do not hesitate to call my home to see if I am working there.

PREREQUISITE: MGMT632, ECON612 or equivalent preparation. This means that you have an understanding of basic algebra and statistics through multiple regression and one-way ANOVA.

TEXTBOOKS Required: *Multivariate Data Analysis* by Hair, Black, Babin, Anderson and Tatham, sixth edition (2006) from Prentice-Hall; ISBN-10: 0130329290; ISBN-13: 978-0130329295 You may also use the 7th edition (2010) ISBN-13: 978-0138132637 but you do not need to have it. The 6th edition has all of the content that will be used in the MGMT643 course..

Strongly Recommended: *Discovering Statistics Using SPSS* by Andy Field, Third Edition from Sage publications; (Paperback ISBN: 978-1-84787-907-3) (Hardback ISBN: 978-1-84787-906-6)

Suggested: *Applied Multivariate Statistics for the Social Sciences* by James P. Stevens Fifth Edition (2009) published by Taylor & Francis, Inc. ISBN13: 9780805859034

You can also use Fourth Edition (2002) from Lawrence Erlbaum Associates Publishers ISBN: 0-8058-3777-9 for paperback version & ISBN: 0-8058-3776-0 for hardback version

LAST DAY TO WITHDRAW: The last day to withdraw is **Friday, March 25, 2011.**

FINAL EXAM DATE: **4-6:40 p.m. Wednesday, May 12, 2011**

In-class quiz, Wednesday, February 23, 2011

(No class March 14 or March 15 due to spring break)

MISSION AND OBJECTIVE OF THIS COURSE: Provide students with a conceptual understanding of basic multivariate statistical analysis procedures. Students will be expected to perform some basic calculations and to be able to use a statistical package such as SPSS to analyze multivariate data. The focus will be on improving critical thinking and reasoning rather than on rote memorization of formulas and procedures.

COMPUTING: I will be using SPSS (PASW18) in class and you will be expected to use it or a comparable statistical package to perform analyses of data sets I will provide. VCU has a site license agreement with SPSS, Inc., which allows VCU students, faculty, and staff to use several popular SPSS products for Microsoft Windows at no cost (Details at <http://www.ts.vcu.edu/kb/3576.html>). SPSS can also be accessed in the 2nd floor lab in Snead Hall and from other locations on campus. Projects may be done using other statistical analysis packages such as JMP or SAS if you get prior approval.

EMERGENCY PHONE NUMBER FOR THE VCU POLICE (828-1234)

ACADEMIC INTEGRITY: If you are not familiar with the V.C.U. Honor System, I suggest that you read the document at http://www.provost.vcu.edu/pdfs/Honor_system_policy.pdf. Each of us has a part to play in upholding academic integrity at V.C.U. If the university is producing cheaters, this reflects poorly on the entire university community, including you even though you individually are not cheating. A true friend will confront the person cheating. If individuals are not held accountable for their behavior they no reason to change. If you observe something that is not correct and refuse to take any action, you are developing a habit that may be as detrimental to society as the habit you are allowing others to develop. All work is considered to be pledged work unless the instructor specifies otherwise. Please come to me with academic integrity concerns involving this class. Remember that **your honesty and integrity are more important than a grade in a course or even a university diploma.**

GRADING: Final letter grades will be assigned using this scale.

A	B	C	D	F
90-100	80-89.9	70-79.9	60-69.9	Below 60

The final numerical average will be based on a series of quizzes and assignments, a project and a comprehensive final exam. The quizzes will be averaged together to provide a quiz average with the lowest quiz or assignment grade being dropped. If you do not take a quiz within 24 hours of when it is given, no makeup will be given and a grade of zero will be assigned. In calculating the final average, the project, the final exam and the quiz average will each count 1/3 of the grade.

CLASS ATTENDANCE and HOMEWORK: Each student is held responsible for the material covered and assignments given during each class. If you are forced to miss a class then it is your responsibility to find out what was covered in class. Quiz dates as well as homework problems will be assigned during class meetings. Should you be forced to miss a class, then arrange to obtain the notes from a classmate. It is the policy of VCU to accord students, on an individual basis, the opportunity to observe their traditional religious holidays. Students desiring to observe a religious holiday of special importance must provide advance written notification to each instructor by the end of the second week of classes. Also, notify me in advance of necessary absences. **I do not give makeup quizzes**, but I will try to be reasonable in dealing with individual cases if the situation merits.

A minimal set of problems illustrating principles that should be learned will be assigned in class. **The problems will not be collected**, but each student is expected to be prepared to discuss their work if called on during class. Your attendance and homework performance can be used to improve your letter grade if your average falls slightly below a cutoff. **YOUR ATTENDANCE AND HOMEWORK PERFORMANCE WILL NEVER BE USED TO LOWER YOUR LETTER GRADE!**

RULES FOR QUIZZES, ASSIGNMENTS, AND EXAMS:

All calculations for pledged work (quizzes, assignments, project and exam) are expected to have at least three significant digits. Calculations rounded off to fewer digits will be considered to be in error due to excessive rounding. **We have computers in the classroom and students may use the Excel or PASW/SPSS packages to perform computations.**

The final exam and all quizzes will be OPEN BOOK and OPEN NOTES.

UNFORESEEN CANCELLATION OF CLASS

If a class is canceled because of an unforeseen event then all assignments for that class meeting, including quizzes, carry over to the next class meeting. In the case of inclement weather, I will make every effort to be in class if VCU is not closed. You must assess the risks involved in your situation and decide what you should do. Also you must accept the consequences of your decision and be responsible for the material covered if you choose to miss class. The university maintains an inclement weather telephone number, (804) 278-1727, as well as an inclement weather and office closing web page found at <http://www.vcu.edu/alert/>.

GENERAL COMMENTS

This course is clearly quantitative in nature. Emphasis will be on improving problem solving skills and understanding the concepts to enhance your ability to recognize the benefits, potential uses and limitations of the methods being studied. We will not concentrate on developing theoretical foundations for the methods.

This course will depend on the utilization of previously acquired skills. Most likely some of you are well prepared while others may have a weaker foundation. If you are in the later case then you will need to give additional time and effort to this course in order to succeed.

CLASS RELATIONS

Here is some of my personal philosophy that will have an important bearing on our relationship during this course. I ask that classroom behavior be orderly and reasonable. I intend to respect you as a person and I expect each of you to do the same for your classmates and me. Constructive criticism is necessary in the education process but in excess it is destructive and indicates a lack of respect for others. I am concerned about you. As a teacher, I am concerned about your progress as a student. As a Christian and a fellow human being, I am concerned about you as a person and your personal problems. I invite you to come to me with difficulties you are having in class or out. As a practical matter, I have many students and limited time available. Hence, I do not have time to waste with people who are not willing to make an effort to help themselves. Should you need help, please come for help before you get in over your head. If you have any constructive criticism for me that you believe will benefit our entire class or future classes, please come to me privately with this. I do appreciate this feedback that is essential for improving the quality of my classes. It is important to have an environment that is conducive to learning and VCU has policies to govern sexual harassment <http://www.vcu.edu/eoaa/pdfs/sexualharassment.pdf> and other unacceptable conduct that does not respect fellow members of the university community.

POLICY ON DISABILITIES

VCU is committed to a policy of equal opportunity and affirmative action in education and employment and complies with the requirements of the Rehabilitation Act of 1973 and the American Disabilities Act of 1990. If you require special accommodations, please contact me at your earliest convenience.