

| **Georgetown University, Bachelor of Arts in Liberal Studies**  **BLHV-2003: Business Statistics**  **Spring 2024** |
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**Credits:** 3

**Dates:** January 10, 2024 - April 30, 2024

**Location**: Georgetown University School of Continuing Studies (SCS) utilizes the Coursera platform for this course. As an online course, all course content will be provided and exchanged on the Coursera platform.

**Instructo**r: JT Paasch

**Contact Information:** [bls-support@georgetown.edu](mailto:bls-support@georgetown.edu)

*Note: This mailbox is monitored on a frequent and ongoing basis. Please use this email address for all technology and course-related questions, and your inquiry will be directed to the appropriate person.*

**Office Hours:** By appointment via Zoom

| **Course Description** |
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This course will introduce students to elementary statistics for business. Students will learn the foundational concepts of probability, descriptive statistics, and inferential statistics, and they will learn the standard techniques that are used to analyze statistical data in a business environment.

| **Course Learning Goals** |
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| **Required Materials for Purchase** |
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All materials are provided within the course.

* Holmes, A., Illowsky, B. and Dean, S. (2017). [Introductory Business Statistics](https://openstax.org/details/books/introductory-business-statistics). Openstax.
* Paasch, J. (2020). Business Statistics Handbook.

| **Course Structure** |
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This course consists of 13 modules plus the orientation module which are taken over a 15-week term. Each module length is either one week or multiple weeks as designated in this syllabus.

| **Assignments** |
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Your course grade will be based on your completion of the following activities and assignments. You will read full details about each of them in the Coursera course. Each assignment category will be weighted according to the percentages below.

| **Assessments** |  |
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| **Exercises**  Each week, you will complete a set of exercises/problems that are mostly selected from the textbook. | **30%** |
| **Muddy Points Discussion**  Each week, you will participate in a Muddy Points discussion that will aim to help you identify ideas and concepts you find the “muddiest”—the most confusing or least clear. | **30%** |
| **Discussions**  There will be weeks where you will be asked to solve a problem and share your solution with the class on a discussion board. The goal of this activity is to learn from your peers and to practice writing and presenting technical information. | **25%** |
| **Final Exam**  You will take a final exam (multiple-choice) online, in the 15th week of the course. | **15%** |
| **TOTAL** | **100%** |

## Submission Policy

Submit all assignments to the Coursera course site. **Assignments submitted through email are not acceptable** and will be considered missing/and or late. Please also retain a personal copy of all assignments submitted until the end of this course is complete and you’ve received your final grade.

## Late Work Policy

Students are expected to submit their assignments by the time on the date indicated on Coursera and the syllabus. Please contact the instructor at least 3 business days in advance if you know that you are going to be late or miss an assignment due date. The instructor will review late submission requests and circumstances on a case-by-case basis and will make a determination if an extension is warranted. Prior notice will provide time for discussing and identifying an alternative due date (if the extension is warranted). If the extension is granted, the instructor can deduct up to 10% of the grade of the assignments submitted late and limit the extension to a maximum of 7 days. If an assignment that has been given an extension is not handed in by the time the allotted extension time has elapsed, it will receive a zero.

## Statement on AI Use

You may not submit any work generated by an AI program as your own. If you include material generated by an AI program, it should be cited like any other reference material. Failure to do so constitutes a violation of academic integrity. Instances of suspected plagiarism or other forms of academic dishonesty will be dealt with under the Georgetown Honor Code.

Additionally, students should note that the material generated by these programs may be inaccurate, incomplete, or otherwise unreliable. Students should be aware that the misuse of AI may also stifle independent thinking and creativity, as well as limit their capacity to learn independently in this course. Please engage with these resources responsibly, and with integrity.

## Instructor Feedback/Turnaround Time

If you have a concern and send me a message, you can expect a response to your email within 3 business days. Please allow 4-7 business days for assessment submission feedback.

| **Grading** |
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Each type of assignment has a detailed grading rubric that you will reference as you complete your assignments. I will grade all of your work using these rubrics.

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%

F: 62% and below

| **Time Commitment** |
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Online courses meet the same academic standards as on-campus courses. Each week is equal to the same level of participation, commitment, and academic rigor as a face-to-face class. For a 15-week, 3-credit course, you should allocate 6-10 hours per week. For a 13-week, 3-credit course, you should allocate 8-12 hours per week.

| **Course Schedule** |
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| **Dates** | **Module & Topic** | **Assignments Due** |
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| 01/10 - 01/21 | **Module 1:** Descriptive Statistics I: Sampling and Data | * Excercise * Muddy Points |
| 01/15 | **MLK Day** | |
| 01/22 - 01/28 | **Module 2:** Descriptive Statistics III: Distribution | * Excercise * Muddy Points * Discussion |
| 01/29 - 02/04 | **Module 3:** Probability I: Foundations | * Excercise * Muddy Points |
| 02/05 - 02/11 | **Module 4:** Probability III: Discrete Random Variables | * Excercise * Muddy Points * Discussion |
| 02/12 - 02/18 | **Module 5:** Probability IV: Continuous Random Variables | * Excercise * Muddy Points * Discussion |
| 02/19 | **President’s Day** | |
| 02/20 - 02/25 | **Module 6:** Probability V: The Normal Distribution | * Excercise * Muddy Points |
| 02/26 - 03/01 | **Module 7:** Inferential Statistics I: Sampling | * Excercise * Muddy Points |
| 03/02 - 03/10 | **Spring Break** | |
| 03/11 - 03/17 | **Module 8:** Inferential Statistics II: Hypothesis Testing with One Sample | * Excercise * Muddy Points |
| 03/18 - 03/27 | **Module 9:** Inferential Statistics III: Hypothesis Testing with Two Samples | * Excercise * Muddy Points |
| 03/28 - 04/02 | **Easter Break** | |
| 04/03 - 04/07 | **Module 10:** Inferential Statistics IV: The Chi-Square Distribution | * Excercise * Muddy Points |
| 04/08 - 04/14 | **Module 11:** Inferential Statistics V: Correlation | * Excercise * Muddy Points * Discussion |
| 04/15 - 04/21 | **Module 12:** Inferential Statistics VI: Regression | * Excercise * Muddy Points |
| 04/22 - 04/30 | **Module 13:** Final Assessment | * Final Exam |

| **Course Policies** |
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The course will follow SCS Course Policies in the following areas:

* Attendance Policy
* Citation Policy
* Communication Policies
* The Honor Pledge
* Netiquette And Classroom Guidelines
* Incomplete and Withdrawal Policies
* Accommodation Policy
* Technical Requirements
* Student Support and Help

You can review these policies and other student resources in the Orientation Course.