

Course: BIT 2405 CRN: 97883 Instructor: Gary M. Fetter
Description: Quantitative Methods Office: 2085 Pamplin Hall
Term: Fall Semester 2008 Email: gmf22@vt.edu
Class Times: MWF 8:00am – 8:50am (Holden Auditorium) Phone: (540) 231-5115
Web: VT Blackboard (<http://learn.vt.edu>)
Office Hours: Tuesday & Thursday 12:30pm – 2:00pm or by appointment

Course Description

BIT 2405 is designed to provide an introduction to the concepts and applications of statistics in managerial decision-making. The topics we will cover include data collection, descriptive statistics, probability theory, sampling distributions, and statistical inference.

Course Objectives

This course is an opportunity for you to gain

1. An understanding of how to summarize, display, and interpret large amounts of data
2. An understanding of how to use and understand inferential statistics
3. Skills for recognizing misuse of statistics
4. Confidence in working with numbers
5. Experience using Excel for statistical analysis

Prerequisites

ACIS 1504, Math 1525, Math 1526 or an equivalent sequence

Course Materials

Text: Quantitative Methods I (Virginia Tech Edition) by Anderson, Sweeney, and Williams

Software: Hawkes Learning Systems: Statistics (HLSSTAT – Fall 2008 2-CD Set)
Adobe Acrobat Reader (Version 7.0 or later)
Microsoft Excel 2007

Computer Equipment: You must have access to a computer that meets the recommended PC configuration for students entering the Pamplin College of Business. The Pamplin computer lab has both Hawkes and Microsoft Excel 2007 installed.

Website: The course website on Blackboard will contain class lecture notes, homework assignments, practice exams, and supplemental material in PDF format. Material will be available 1-2 days before class. I will handout class notes for the first two class sessions. You should check the website regularly and print the notes for subsequent class sessions.

HAWKES Learning System Statistics (HLSSTAT):

You will need to purchase a new copy of the Hawkes Learning Systems: Statistics software. The HLSSTAT software is available online. You can download the software from the Hawkes Learning Systems website at http://www.hawkeslearning.com/PC_downloads.htm. The package includes a license number that allows you to obtain an authorization code from their website at <http://www.hawkeslearning.com>. Once you have your license number, simply log onto the Hawkes Learning website above and select “get your access code” for instructions on how to obtain your authorization code. Your code will appear on the screen and will also be emailed as an attachment (file name: access.cod) to you within minutes. If you have any problems obtaining your code, contact Quant

Systems at 1-800-426-9538. The authorization code is student specific and is required to use the HLSSTAT software.

Select "Statistics" from the drop-down list provided, and then download the "Full Install of Fall 2008" file. Next you will need to register and pay online in order to receive your access code.

Grading

Grades will be comprised of the following:

15%	Homework (6 @ 2.5% each)
20%	HLSSTAT Assignments (20 @ 1% each)
15%	Exam 1
15%	Exam 2
15%	Exam 3
20%	Final Exam

Final Grades will be assigned based on the following:

A	93 – 100
A-	90 – 92
B+	87 – 89
B	83 – 86
B-	80 – 82
C+	77 – 79
C	73 – 76
C-	70 – 72
D+	65 – 69
D	60 – 64
D-	55 – 59
F	0 – 54

Tentative Exam Schedule (Subject to change) All Exams are in-class.

Exam 1 – September 26th

Exam 2 – October 29th

Exam 3 – November 19th

Final Exam – December 17th 11:05am – 1:05pm

Class Policies

Attendance: Class attendance is not mandatory. However, you are responsible for all material and announcements we discuss during class. If you miss class, it is your own responsibility to obtain notes from another student on material and announcements that you miss.

Tests and Final Exam:

- Exam 1, Exam 2, Exam 3, and the Final Exam will contain multiple-choice and short-answer questions based on material from class and the text (100 points possible for each exam).
- The Final Exam will be comprehensive.

- If you are unable to take an Exam at the scheduled time, arrangements must be made prior to the Exam. Excused absences will be handled in one of two ways:
 - You will be required to make-up the exam at a date and time determined by the instructor, or
 - The weight corresponding to that exam will be added to the Final Exam. The decision as to which alternative will be implemented is at the discretion of the instructor.

HLSSTAT Assignments:

There are 25 HLSSTAT Lessons to be certified. Only your top 20 grades will be considered in computing your HLSSTAT average.

HLSSTAT assignments are due at 11:59pm on the day assigned. If an assignment is submitted on time you will receive 100% on that assignment, even if you miss a few questions while completing it. Half credit will be assigned to assignments submitted one day late. If more than one day after the due date for an assignment has passed, you will not be able to complete that assignment and will receive no credit.

IMPORTANT: When you finish an HLSSTAT Lesson you will receive a certificate (completion code). Hawkes certificates (completion codes) are to be submitted electronically to the Hawkes VT website at www.hawkeslearning.com/VT/. You should always print a hard copy and save the certificate upon completion of each assignment. If there is any problem with the electronic submission of the assignment, the hard copy can be used to verify that you completed the assignment on time.

It is your responsibility to verify that your certificate has been submitted. You can go to the website www.hawkeslearning.com/VT/ and check your certificate completion status and grade.

Please do not wait until the last minute to complete HLS and homework assignments. Computer problems and Internet outages are not a valid excuse for late assignments.

Homework Assignments:

We will have 8 homework assignments throughout the semester. Only the highest 6 homework grades will be considered in computing your homework average.

Homework assignments (different from HLSSTAT assignments) will be graded on a 100 point scale. These assignments are due on the date and time assigned. Assignments submitted one day late will be marked down 50%. If more than one day after the due date for an assignment has passed, you will receive no credit for that assignment. Homework will be completed online as a quiz in Blackboard and must be submitted by the due date and time.

Cell Phones, PDAs, etc.:

Please turn off cell phones, PDAs, SEGA Nintendo DS, etc. before class starts. Cell phones, PDAs, etc. are prohibited during exams.

Disability accommodations:

If you need adaptations or accommodations because of a disability, please make an appointment with me or stop by my office as soon as possible.

Academic Honor Code:

Exams are closed book and closed notes. You may use calculators, but not PDAs, laptops, cell phones, or other electronic devices. The VT honor system (<http://www.honorsystem.vt.edu>) will be in effect for all assignments. All Exams and Hawkes Assignments should be done individually. Working together with other students on homework assignments is permitted and encouraged; however, copying another student's homework solutions is not permitted.

Virginia Tech Principles of Community:

Virginia Tech is a public land-grant university, committed to teaching and learning, research, and outreach to the Commonwealth of Virginia, the nation, and the world community. Learning from the experiences that shape Virginia Tech as an institution, we acknowledge those aspects of our legacy that reflected bias and exclusion. Therefore, we adopt and practice the following principles as fundamental to our on-going efforts to increase access and inclusion and to create a community that nurtures learning and growth for all of its members:

- ✓ We affirm the inherent dignity and value of every person and strive to maintain a climate for work and learning based on mutual respect and understanding.
- ✓ We affirm the right of each person to express thoughts and opinions freely. We encourage open expression within a climate of civility, sensitivity, and mutual respect.
- ✓ We affirm the value of human diversity because it enriches our lives and the University. We acknowledge and respect our differences while affirming our common humanity.
- ✓ We reject all forms of prejudice and discrimination, including those based on age, color, disability, gender, national origin, political affiliation, race, religion, sexual orientation, and veteran status. We take individual and collective responsibility for helping to eliminate bias and discrimination and for increasing our own understanding of these issues through education, training, and interaction with others.
- ✓ We pledge our collective commitment to these principles in the spirit of the Virginia Tech motto of *Ut Prosim* (That I May Serve).

Miscellaneous:

The Center for Academic Enrichment and Excellence offers a tutoring program that is available to students taking BIT 2405 and 2406. Each tutoring appointment is one hour in length, but may be extended if the tutoring schedule permits. Tutoring takes place Monday through Thursday. Additional information concerning this program is available at the web site <http://www.cae.vt.edu>.

You are encouraged to keep up with the course requirements. If you experience difficulties with the HLSSTAT software, the course website, other course material, or any other aspect of the course, please let me know immediately so that we can work together to successfully resolve any problems. It is my hope for everyone to have an enjoyable and successful Fall semester!