How to get a hold of us outside office hours

- **Email:** (works best)
  Feel free to email me or your Teaching Assistant at any time if you have questions or concerns. On occasions I will forward homework related questions to your TA if my schedule does not allow me to respond within a reasonable time. In general we will try answer your email within 24 hours (except for weekends). If you do not hear from us send a follow-up email to both your Lab TA and me.

- I may refer you to the syllabus if the answer to your question is on the syllabus.

  *Any email from you should contain your Section letter!*  

- **Phone:** (not advised)
Calcuators

- Should do two-variable statistics (and the financial functions you will need later in your business program).
- For example, HP-10BII or the TI-BA II+ calculators have the required statistical and financial functions built-in. However, the TI-83/84/89 calculators are often preferred mostly because of their large screens (8 lines rather than 1 line) and extensive statistical and financial functions.
- Programmable calculators may be used, but any efforts to program formulas, text, etc. into them for use on an exam will be considered academically dishonest and treated according to university policy. I reserve the right to clear the memory of selected calculators during exam times.

Software

- Most of the exercises require that you use the software JMP (pronounced 'jump').
- JMP is free for Stat 226 students.
- You are responsible for knowing how to use JMP.
- Information on obtaining JMP for your personal computer can be found by following the “JMP Information” link on WebCT.

Assignments

- Graded: Homework Projects
  - Assigned, collected, and graded several times during the semester.
  - Instructions specific to each homework and project will be discussed in class when the assignment is distributed.

- Not graded: Apply Your Knowledge (AYK) Exercises
  - Throughout the sections of the book
  - The minimum necessary to keep up with the pace of the course—attempt these every 1–2 days as we cover topics in class.

- End of section and end of chapter exercises.
- Excellent review for exams
- You should attempt exercises as topics are covered rather than waiting until the end of the week (or month or semester!).

Quizzes

- Given in lecture on a random basis.
- If you miss a lecture in which a quiz is given, you will receive a zero on that quiz (no exceptions). Quizzes will be based on AYK exercises from any previous week’s topics (cumulative from day one of lecture).
- There will be approximately 10 quizzes worth 4 points each; however, the maximum number of quiz points you can earn will be set at 80% of the number of quiz points offered. This allows you to miss up to 20% of the offered quiz points and still earn the maximum amount of quiz points possible.
Material and Exams

Tentative schedule

Exam 1  Thursday, February 19  1.1–1.3, 2.1–2.4
Exam 2  Thursday, April 9  3.3, 4.4, 6.1, 6.2–6.3
Final Exam*  Thursday, May 7  7.1, 8.1, 10.1

*The Final Exam is comprehensive and is tentatively scheduled from 9:45 – 11:45 a.m. on Thursday, May 7, 2009. The Final Exam time and date are tentative until finalized by the University. The Final Exam could end as late as 2:00 pm on Friday, May 8, 2009, so please plan accordingly.

Exam policies

- Exams (closed books, notes, etc.) given during the lecture periods.
- There are no individual make-up exams for Stat 226
- A comprehensive make-up exam is usually given during the week before the FINAL exam.
- If you have a legitimate reason to not take an exam at the scheduled time and place with the rest of the class, contact me at least two weeks before the scheduled exam time to make arrangements.
- Formula Sheets will be provided for each exam.

Grading

Final Numeric Grade

0.10×Quiz% +
0.15×HWProject% +
0.20×Exam1% +
0.20×Exam2% +
0.35×Final Exam% +

Grading will be done on a plus/minus scale.

General Classroom Etiquette

- We will start at 9:30 a.m. sharp and end at 10:50 p.m. ± 1 minute.
- If you need to come in late or leave early, do so quietly.
- We treat everyone with respect.
- Participate!
- Ask questions!
- No laptops, no newspapers, no headphones, no cell phones, no text messaging!
Attendance and general guidelines

**Attendance** to each class (listening) and your genuine effort on the homework projects, quizzes, and exams (doing) are two of the most important factors affecting your success in this class. Statistics requires both listening and doing. Feel free to ask me about problems after you have honestly worked on them — my office hours are for you.

Statistics has two components: calculation and interpretation. In order to receive full credit for a calculation, one must show the work that led to the calculation and have the correct answer. In order to receive full credit for an interpretation, one must use complete sentences, proper grammar, and correct spellings of words in order to clearly communicate thoughts. Approximately half of all exam points are calculation-based and half are interpretation-based.

Expectations:
- Be open-minded and willing to succeed in this class.
- You are expected to make a sincere effort in approaching and learning the material covered in this course.
- A minimum of 2 hours outside the classroom is required for every class period in order to keep up.
- Your own effort is vital to your success in this class.
- Neglecting to put in sufficient effort will make this course unnecessarily difficult.

Academic Dishonesty This class will follow Iowa State University policy on academic dishonesty found in the Iowa State University Catalog. A score of zero will be given for the entire assignment or exam in which the academic dishonesty occurred.

Disability Accommodation Iowa State University complies with the Americans with Disabilities Act and Sect 504 of the Rehabilitation Act. If you have a documented disability and anticipate needing accommodations in this course, please contact me within the first two weeks of the semester. Retroactive requests for accommodations will not be honored. Please have Disability Resources Office, located in Room 1076 on the main floor of the Student Services Building complete a SAAR form verifying your disability and specifying the accommodations you will need for this course. Their telephone number is 515-294-6624, TDD 294-6335. You will need to present this form to me.
A final word...

I am looking forward to a fun and productive semester!!

Questions, comments, concerns ?????