

**INSTRUCTOR:** Ms. Allison Owen      Office: TUC 318  
817-257-6127      [a.owen@tcu.edu](mailto:a.owen@tcu.edu)  
Webpage: [faculty.tcu.edu/aowen](http://faculty.tcu.edu/aowen)

**COURSE OBJECTIVE:** The purpose of this course is to help the student to learn the basic tools of descriptive statistics and probability, and gain a fundamental understanding of a range of the analytical techniques available through inferential statistics. Stress will be placed on accurately using and understanding statistics as a citizen and a consumer. To that end, material from chapters 1 through 11 of the textbook will be covered.

**OFFICE HOURS:** **Drop-in hours are given below.** At other times, voicemail or email messages may be left. Appointments outside of office hours may be made when I am available – **please call or email for appointments.**

The purpose of office hours is to provide additional instruction and assistance to those students who have been attending class. Please be advised that I can spend very limited time outside of class with those students who do not attend class regularly.

DROP-IN OFFICE HOURS:
Monday thru Friday 11:00 – 12:00 & Tuesday, Thursday 2:00 – 3:00

**REQUIRED:** • *Elementary Statistics Using the Graphing Calculator: For the TI – 83/84, 3<sup>rd</sup> edition*, by Mario F. Triola (Study guide optional.)  
• **TI-83/84 or TI-83/84 Plus** graphing calculator

**Tentative** Exam dates are: February 12, March 21, and April 23. The mandatory, cumulative **Final Exam** will be on Tuesday, May 7<sup>th</sup> at 8:00 a.m. The last day to **withdraw** is Thursday, March 21<sup>st</sup>.

All University policies published in the student handbook are in effect. Please always refer to University policies.

**ACADEMIC MISCONDUCT:**

• Academic dishonesty will not be tolerated. The minimum penalty will be a zero on the academic exercise and the forwarding of a report to the Dean of the College of Science and Engineering. At the Dean's discretion, the penalty may be course failure or expulsion from TCU depending upon circumstances. For more information on these topics, please refer to your Student Handbook.

## GRADING SCALE:

		88-89%	<b>B+</b>	78-79%	<b>C+</b>	68-69%	<b>D+</b>
92-100%	<b>A</b>	82-87%	<b>B</b>	72-77%	<b>C</b>	62-67%	<b>D</b>
90-91%	<b>A-</b>	80-81%	<b>B-</b>	70-71%	<b>C-</b>	60-61%	<b>D-</b>
						0-59%	<b>F</b>

## COURSE GRADE WILL BE BASED ON:

- **Homework Checks** **10%**  
Homework checks (HC), based on recent homework problems, will be given at the end of most class periods.  
The lowest three HC scores will be dropped.
- **Three Exams (22% each)** **66%**
- **Cumulative Final Exam [Mandatory]** **24%**

### •Formula:

Course grade = (HC average)\*0.10+(Exam average)\*0.66+(Final Exam)\*0.24

• **Grade replacement:** The Final Exam grade can be used to replace the lowest exam grade up to a maximum of 75 points. The Final Exam score is not affected by the replacement.

• Grades will not be discussed over the telephone or between classes. If you wish to discuss a grade, see the instructor in her office (preferable) or email.

## ATTENDANCE, HOMEWORK, TARDINESS & SEATING:

• Attendance will be taken daily. It is each student's responsibility to locate and sign the roll sheet at each class meeting. Absence from class is strongly discouraged--it can be difficult to catch up in a mathematics class. Although occasionally one may need to arrive late to class, there is no excuse for doing so consistently. Class participation, attendance, habitual tardiness and leaving class early will be noted and will be influential in borderline-grade situations.

• Homework problems will be assigned daily [see Assignment Sheet]. These problems will not be collected; they will be discussed in class as time permits. Each student is expected to supplement the class lectures by reading the assigned text material.

• Bring your calculator to **each** class. You may wish to bring your textbook as well. **Do homework and reading**, and have questions ready **as soon as class begins**.

• A mature and respectful demeanor is expected at all times; students who visit during class are not respecting their classmates' right to hear the lecture. Similarly, texting or using a laptop or tablet is not appropriate during class (exception: using computer to view textbook or handouts). Students may sit where they like in the classroom unless the instructor is given cause to provide a seating arrangement.

• After an absence, students should arrange with a classmate to get lecture notes they have missed. Students are responsible for learning material they have missed; the instructor will answer specific questions, but is unable to re-lecture to each student who has missed a class.

## **HOMEWORK CHECKS:**

- Homework checks (HCs) over recent homework assignments will be given during the last 5 to 10 minutes of the class session. They will **not** be announced ahead of time. HCs papers **MUST** be handed in, even if left blank. Calculators may not be shared for HCs.
- HCs **may not** be made up after they have been returned to the class (usually the next class day). If a student will be attending a university activity, it is the **student's responsibility** to ask the instructor about the possibility of missing an HC, and to make the arrangements to take it.

## **EXAMS:**

- During exams, all electronic devices **MUST be turned off and put away.**
- Exams will begin promptly at the beginning of class on the days scheduled. Students who arrive late should NOT expect extra time. In the event that an exam is scheduled on the day that class is canceled (due to inclement weather or some other such unavoidable event), that exam will be administered during the next class meeting.
- If a student will miss an exam because of a university activity, the student **must make prior arrangements** to make up the exam.
- If a student misses an exam because of illness or family emergency, the student is expected to contact the instructor **immediately**. Depending on the circumstances and documentation, the instructor may allow the student to take a make-up exam before the exams are returned to the class. Unless a **documented** emergency exists, a **penalty** will be assessed on an escalating scale of points for each day after the day the exam was given. If **extreme** circumstances make it impossible for the student to take the exam before the graded exams are returned to the class, the instructor and the Office of Campus Life must be contacted, and special arrangements made. Ongoing documentation of the situation will be required.
- Calculators MAY NOT be shared for exams. Hats or caps MAY NOT be worn during exams. All books, bags, papers, etc. must be put away during exams. Seating may be assigned. Most formulas will be given for HCs and exams. Specific information will be given each review day.
- Texas Christian University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. Eligible students seeking accommodations should contact the Coordinator of Student Disabilities Services in the Center for Academic Services located in Sadler Hall, 1010. Accommodations are not retroactive, therefore, students should contact the Coordinator as soon as possible in the term for which they are seeking accommodations. Further information can be obtained from the Center for Academic Services, TCU Box 297710, Fort Worth, TX 76129, or at (817) 257-6567.
- Under NO other circumstances will students be given extra time on exams.
- The Final Exam for the course is cumulative and mandatory. Permission to reschedule will be given only at the discretion of the instructor. The complete Final Exam schedule is available on the Registrar's web site.
- IMPORTANT REMINDER:** As you prepare for exams, make sure that you have worked problems **WITHOUT** your notes, text, or other help, just as you would **in a testing situation**.