

School of Accounting and Commercial Law

**MMPA 507 STATISTICS**

Trimester One 2012

**COURSE OUTLINE**

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<b>Names and Contact Details</b>	<b>Office</b>	<b>Telephone</b>
<i>Course Coordinator &amp; Lecturer:</i> Walter Davis <a href="mailto:Walter.Davis@vuw.ac.nz">Walter.Davis@vuw.ac.nz</a> Office hours: Tues, 4:40pm-5:30pm	RH 304	
<i>Course Administrator</i> Pinky Shah <a href="mailto:Pinky.Shah@vuw.ac.nz">Pinky.Shah@vuw.ac.nz</a> Office hours: Monday-Friday, 8.30am-5pm	RH 728	463 6921

**Trimester Dates**

Teaching Period: Monday 5 March – Friday 15 June

Study Period: Monday 18 June – Friday 22 June

Examination Period (for MPA courses): Saturday 23 June – Wednesday 4 July (inclusive)

**Withdrawal from Course**

1. Your fees will be refunded if you withdraw from this course on or before Friday 16 March 2012.
2. The standard last date for withdrawal from this course is Friday 18 May 2012. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation.

The application form is available from either of the Faculty's Student Customer Service Desks.

**Class Times and Room Numbers**

**Tuesday:** 5.40-8.30pm

**Venue:** Government Buildings, Lecture Theatre 3 (GBLT3), Pipitea Campus

Lectures & Tutorials: 5.40-8.30pm

Computer Labs: TBA

## **Course Content**

The course objective is to explain statistical techniques useful in business research or practice. Topics include charts and graphs, measures of location and dispersion, probability, sampling, estimation and testing (z, t, chi-square, sign and Mann-Whitney tests), correlation and simple regression.

**We will cover all of the Clark & Randal textbook. Some chapters will be covered in less detail than others given time constraints. Additional material will be covered in lectures and other assigned reading.**

## **Course Learning Objectives**

Students who are successful in this course will be able to:

- (a) Understand the potential for statistical data analyses to contribute towards business management decisions;
- (b) Apply the results of statistical data analyses in business applications, including planning, forecasting, decision-making, controlling, and reporting;
- (c) Describe data using graphs;
- (d) Summarise data using numerical measures;
- (e) Analyse data using a variety of inferential analysis techniques including probability rules, sampling distributions of a mean and a proportion, confidence intervals for a single mean and proportion;
- (f) Describe and analyse data using a variety of bi-variate analysis techniques including correlation and linear regression;
- (g) Demonstrate an understanding of basic data collection methods.

## **Course Delivery**

The course will consist of Lectures and Tutorials. There will be tutorials when required during each block of class time, usually the final 50 minutes of allocated class time. Students are expected to attend these tutorials which will be used to explore questions and issues raised during the formal lectures.

## **Expected Workload**

This course is a 15-point course. One point is equated to 10 hours of work, which means a total of 150 hours is expected for this course, spread over the 12 teaching weeks, mid-trimester break, study week and the examination period. This involves attending the lecturers and tutorials every week, assignments, and preparations for all exams.

## **Group Work**

Students are encouraged to form study groups but collaboration on individual assignments is not allowed beyond general discussion as to the nature of the assignment question. Please do not work together to produce any written work and do not loan out your completed assignments.

## **Readings**

- Megan Clark & John Randal, *A First Course in Applied Statistics*, 2<sup>nd</sup> edition (Pearson, 2011).
- Michael Barrow, *Statistics for Economics, Accounting and Business Studies*, 5<sup>th</sup> edition, pages 45-58 (on electronic reserve).

## Materials and Equipment

The course will be taught mainly using Excel. Students will be permitted to use electronic calculators during exams and assignments. For exams, these calculators must be non-programmable and cleared of memory prior to the exams. Any formula needed for the exams will be provided. Assignments may also be completed using Excel or a similar package.

Lecture notes, presentation slides and additional material will be posted on Blackboard.

## Assessment Requirements

- 2 Tests worth 20 percent each of the final grade
  - Test # 1 will be on **3 April** (week 5) and will cover material through week 4. (60 minutes)
  - Test # 2 will be on **22 May** (week 10) and covers material from the first mid-term through week 9. (60 minutes)
- Three assignments worth a total of 15 percent of the final grade (5 percent each). Assignments will be due at the start of class on **20 March, 1 May** and **29 May**. Assignments may also be e-mailed to the course co-ordinator prior to the deadline but a signed course cover sheet must be brought to class.
- A Final Examination worth 45 percent of the final grade that covers **all** material covered in the lectures and tutorials with a focus on weeks 10 through 12 — this is a comprehensive exam. (Closed book; 2 hours). **Date to be advised.**

## Quality Assurance Note

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

## Examinations

Students who enrol in courses with examinations are obliged to attend an examination at the University at any time during the formal examination period.

The final examination for this course will be scheduled at some time during the period from Saturday 23 June – Wednesday 4 July (inclusive).

## Penalties

A late assignment will have one point (of the maximum 5) deducted for each day it is late unless prior permission has been granted or evidence of exceptional circumstances (e.g. medical issues) is provided.

## Mandatory Course Requirements

In order to pass this course, a student must achieve a weighted average mark of 50% or more, utilising the indicated weightings.

### **Class Representative**

A class representative will be elected in the first class, and that person's name and contact details made available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

### **Communication of Additional Information**

Additional information will be available on Blackboard: <http://blackboard.vuw.ac.nz>.

### **Use of Turnitin**

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

**For the following important information follow the links provided:**

### **Academic Integrity and Plagiarism**

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

### **General University Policies and Statutes**

Find key dates, explanations of grades and other useful information at

[www.victoria.ac.nz/home/study](http://www.victoria.ac.nz/home/study)

Find out about academic progress and restricted enrolment at

<http://www.victoria.ac.nz/home/study/academic-progress.aspx>

The University's statutes and policies are available at [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy), except qualification statutes, which are available via the Calendar webpage at

<http://www.victoria.ac.nz/home/study/calendar.aspx> (See Section C).

Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at

[www.victoria.ac.nz/home/about\\_victoria/avcacademic/default.aspx](http://www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx)

### **AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support**

[http://www.victoria.ac.nz/home/about\\_victoria/avcacademic/Publications.aspx](http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx)

### **Faculty of Commerce and Administration Offices**

<http://www.victoria.ac.nz/fca/studenthelp/>

### **Te Putahi Atawhai**

### **Maori and Pacific Mentoring Programme**

<http://www.victoria.ac.nz/tpa/>