TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Accounting and Commercial Law

MMPA 507 STATISTICS

Trimester 2 2012

COURSE OUTLINE

Names and Contact Details		Office	Telephone
Course Coordinator & Lecturer	David Alexander David.Alexander@vuw.ac.nz Office Hours: Tuesday 10:30-13:30	RH 308	463 5125
Course Administrator	Pinky Shah Pinky.Shah@vuw.ac.nz Office hours: Monday-Friday 8:30-17:00	RH 728	463 6921

Trimester Dates

Teaching Period: Monday 16 July – Friday 19 October
Mid-trimester Break: Monday 27 August – Friday 7 September
Study Period: Monday 22 October – Thursday 25 October
                (Monday 22 October is a public holiday, Labour Day)
Examination Period: Friday 26 October – Saturday 17 November (inclusive)

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 27 July 2012.

2. The standard last date for withdrawal from this course is Friday 28 September. 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
Lectures: Wednesday 10:30-12:20 in GBLT3 (Government Buildings, Pipitea)
Tutorials: Stream 1 : Wednesday 12:40-13:30 in RWW202 (Railway West Wing Pipitea)
          Stream 2 : Wednesday 13:40-14:30 in RWW202 (Railway West Wing, Pipitea)

Course Content and Schedule

This course covers statistical techniques useful in business research or practice. Topics include charts and graphs, measures of location and dispersion, probability, sampling, estimation and testing, correlation and simple regression. We will cover all of the Clark & Randal textbook. A small amount of additional material will be covered in lectures and handouts. The following table indicates the order of topics we shall be covering and the approximate timing:

Week	Date	Topic	Readings
1	18 Jul	Introduction. Graphing Univariate Data.	pgs. 1-3, 4-22.
2	25 Jul	Describing Univariate Data.	pgs. 31-46.
3	1 Aug	Graphing/Describing Bivariate Data.	pgs. 54-78.
4	8 Aug	Graphing/Describing Time Series Data.	pgs. 90-106.
5	15 Aug	**Test 1** Probability Foundations.	pgs. 115-127.
6	22 Aug	The Binomial and Normal Distributions.	pgs. 134-143, 146-165.
		MID-TRIMESTER BREAK	
7	12 Sep	Review of weeks 1-6. Introduction to Inference.	Handout (see Blackboard).
8	19 Sep	Single Population Inference.	pgs. 170-201.
9	26 Sep	Two Population Inference.	pgs. 212-233.
10	3 Oct	Many Population Inference.	pgs. 247-262.
11	10 Oct	**Test 2** Inference for Categorical Data.	pgs. 269-283.
12	17 Oct	Inference for Linear Regression. Review.	pgs. 292-298, 301-304.

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. Lectures will be used to explain all key statistical ideas as well as providing examples of their application. Tutorials will be used to demonstrate the use of Excel for performing the sorts of statistical analyses presented in the Lectures as well as for providing assistance with completing assignment problems.

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 lectures and tutorials every week, completing all 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 questions. Please do not work together to produce any written work and do not loan out your completed assignments.

Readings
The prescribed text for this course is: Clark, M. & Randal, J., A First Course in Applied Statistics, 2nd edition, Pearson, 2011, which is available in the library as well as in the Victoria book store (ground floor of Rutherford House at the Pipitea Campus). Since we shall be covering the entire text in this course, the importance of having convenient access to it cannot be overstated. A useful supplementary web resource is http://onlinestatbook.com/2/index.html. There is no shortage of additional reading materials at the library or online.

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 are to be completed using Excel (or a similar package). Lecture slides, handouts, and assignments will be posted on Blackboard.

Assessment Requirements
- **Two tests** each worth 20% of the final grade (40% total):
    - **Test #1** will be for 60 minutes on **Wednesday 15 August** (week 5) and will cover material through to week 4.
    - **Test #2** will be for 60 minutes on **Wednesday 10 October** (week 11) and will cover all material through to week 10.
- **Three assignments**, each worth 5% of the final grade (15% total):
    - The **due dates** for the three assignments are **midnight Friday 3 August, Friday 14 September, and Friday 5 October.**
    - Prior to deadline, a signed assignment cover sheet (available on Blackboard) must be submitted in class.
    - Prior to deadline, assignments must be emailed to the course co-ordinator.
- **A final examination** worth 45% of the final grade: the final examination will cover **all** material covered in the lectures, tutorials, and assignments; the final examination is a closed book, 2 hour, comprehensive exam. **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 FCom 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 Friday 26 October – Saturday 17 November (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 weightings indicated in Assessment Requirements.

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 concerning this course will be provided in lectures and posted on Blackboard: http://blackboard.vuw.ac.nz. Urgent notices will be circulated by email.

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
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,
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

**AVC (Academic) Website: information including: Conduct, Academic Grievances, Students
with Impairments, Student Support**
http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce Office
http://www.victoria.ac.nz/vbs/studenthelp

Te Putahi Atawhai
Maori and Pacific Mentoring Programme
http://www.victoria.ac.nz/tpa/