Office Hours
Monday and Wednesday  2:15-3:15pm  ACI-382 BBC
Tuesday and Thursday  3:15-4:00pm  DM-406A  UP
Otherwise by Appointment Only

My office is at Biscayne Bay Campus in ACI-382. My phone number is 305-919-5838; and I have voice mail. If you need to reach me at any time other than my office hours, please call and leave a message. During office hours at University Park, I am in DM-406A and the phone number is 305-348-2088. This number is to be used only during office hours on Tuesday and Thursday. Do not leave voice-mail messages for me at this number. If you need to get in touch with me on Tuesday and Thursday other than during office hours, please call the Department of Statistics Office (305-348-2745). One of the best ways to get in touch with me is via e-mail. My e-mail address is howellip@fiu.edu.

Required Textbook
Statistical Methods for Psychology, 5th Edition
by David C. Howell
Chapters 1 - 8

Exams

<table>
<thead>
<tr>
<th>Exam</th>
<th>Date Given</th>
<th>Maximum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam I</td>
<td>Tuesday, September 23, 2003</td>
<td>100</td>
</tr>
<tr>
<td>Exam II</td>
<td>Thursday, October 23, 2003</td>
<td>100</td>
</tr>
<tr>
<td>Exam III</td>
<td>Tuesday, December 2, 2003</td>
<td>100</td>
</tr>
<tr>
<td>Final Exam</td>
<td>Thursday, December 11, 2003</td>
<td>200</td>
</tr>
</tbody>
</table>

Homework

At the end of each class meeting a set of exercises will be assigned. These assignments will not be collected and graded; however, doing these exercises before the next class is extremely important. Many of the assigned exercises are on my web-site: http://www.fiu.edu/~howellip.

All handouts for this course will be published on my website. You will be told when to bring each one to class. Frequently, you will be expected to bring with you to class the output from a computer program, which I have written or which has been obtained by your making minor changes in one of my programs. Points will be earned for each set of output and each handout which is brought to class on the correct day. You will not receive points unless you are in class on that day. Your computer grade will be the percentage of the total computer points which you earn.

Two projects will be assigned during the semester. A written description of each project will be given in class at least a week before it is due. THESE
PROJECTS WILL NOT BE ACCEPTED LATE. Your project grade will be the percentage of the total project points which you earn.

Computer Software

SPSS on SOLIX will be used extensively during the semester. Most of the projects will require analysis of data using this software. Two classes will be held in a computer lab. During these labs, you will be introduced to SPSS on SOLIX. You will earn 2 computer points for each lab you attend. The dates of these lab classes will be announced in the near future.

Grade

I do not grade on a curve. The sum of your three exam grades and your final exam grade divided by 5 will be your exam score. Your average for the course will be determined by the following formulas:

\[
\text{Average} = 0.75(\text{exam score}) + 0.20(\text{project grade}) + 0.05(\text{computer grade})
\]

Your letter grade will be assigned to this average as described below:

- 90 – 100 A
- 85 – 89 A-
- 80 – 84 B+
- 70 – 79 B
- 60 – 69 C
- 0 – 59 F

Cheating and Disruptive Behavior

Working together on daily assignments is encouraged, but a project must be solely the work of the person who submits it. Cheating on exams or assignments will not be tolerated and will be reported according to established university procedures. Each student should read carefully the section of *The Student Handbook* entitled "Academic Misconduct". Each student is expected to adhere to the principles of academic integrity set forth in this document. Any academic misconduct will be reported as prescribed in this handbook.

Cell phones and pagers must be set to silent mode during class. Using a cell phone or having a pager "beep" during class is disruptive.

Absences

Any student who does not take the final exam will receive a letter grade of F for the course. Any student who is unable to take an exam at the time it is scheduled should contact me before the exam is given for permission to take a make-up exam. "I am not ready" is not a valid reason for needing a make-up exam. Any student who does not contact me before missing an exam will receive a grade of 0 on that exam, unless he/she provides written evidence which indicates the absence was beyond his/her control. All make-up exams must be taken within one week of the scheduled exam. Any student who requests more than one make-up exam during a semester must have an excellent excuse and written evidence to support it.

Drop Date - Saturday, October 20, 2003 by 1:00pm

Any student whose name appears on the class list after this date will receive a letter grade for the course.
Equipment

1. 2 letter-sized file folders (designed to hold 8.5" by 11" paper)  
   (not a pocketed folder or a duo-tang folder)

2. 1 pad of graph paper

3. 1 scientific calculator with its instruction book  
   (NOTE: A hand-me-down calculator without an instruction book is  
   a real bother. PDA's or cell phones may not be used as a substitute for  
   a scientific calculator.)

4. 1 highlighter

5. 1 12-inch ruler

6. A loose-leaf binder for saving handouts, worked exercises and computer output

The Fine Print

The instructor retains the right to modify the course syllabus for any reason throughout the semester provided that,

a. Fair and adequate notice is given to enrolled students either via e-mail, in writing, or through on-line publishing;
   b. Modifications to the syllabus are not arbitrary and capricious, and;
   c. Students are not unfairly disadvantaged by mid-semester changes to grading standards, attendance standards, or performance measures.

The Florida International University  
Student Code of Standards

A University is a learning community that follows a tradition of more than 1000 years. Florida International University is such a community dedicated to generating and transmitting knowledge through excellent teaching and research, the rigorous and respectful exchange of ideas, and community service. As a member of this community:

- I will respect the tradition of academic inquiry, the University's rules of conduct, and its mission
- I will respect the opinions and differences of all members of the FIU community
- I will practice civility and avoid behavior that undermines the normal functioning of the University
- I will respect the rights and property of the University and its members
- I will be diligent and honest in my personal and academic endeavors
Statement of Understanding between Professor and Student
Regarding Academic Integrity

Every student must respect the right of all to have an equitable opportunity to learn and honestly demonstrate the quality of their learning. Therefore, all students must adhere to a standard of academic conduct, demonstrating respect for themselves, their fellow students, and the educational mission of the University.

- I will be honest in my academic endeavors.
- I will not represent someone else's work as my own.
- I will not cheat, nor will I help another person cheat.
- I understand that if I am found responsible for academic misconduct, I will be subject to the academic misconduct procedures and sanctions as outlined in the Student Handbook.
- I will be honest in my academic endeavors.

I, _______________________________, have read, understand and agree to abide by the policies as they have been set forth in this Course Outline for STA 5106-01.

___________________________________________________
Signature                                     Date

This page must be signed and returned to me by September 4, 2003 at 6:15pm. If you fail to sign and return this page by the deadline, your web grade will be 0 for the semester.