



## PSY 301.02W UNDERSTANDING STATISTICS

COURSE SYLLABUS: FALL 2024

### INSTRUCTOR INFORMATION

**Instructor:** Dr. Marcy Louis

**Office Hours:** Appointment only

**University Email Address:** marcy.louis@tamuc.edu

**Preferred Form of Communication:** Email

**Communication Response Time:** 24-48 hours on weekdays

**Note.** Emails without proper salutations or not sent from leomail will **NOT** be responded to.

### COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Moore, D. S., & Notz, W. I. (2020). *Statistics: Concepts and controversies* (10<sup>th</sup> ed.).

MacMillan Learning. ISBN: 978-1319109028

e-book ISBN 978-1319272487

Additional handouts are distributed through D2L

Software Required:

- Spreadsheet processing software (e.g., Microsoft Excel, OpenOffice.org, Numbers)
- Word processing software (e.g., Microsoft Office Word, OpenOffice.org, Pages)
- Internet Browser (e.g., Mozilla FireFox, Google Chrome, Safari, Opera)

Calculator: One calculator is required. Any calculator that can process square root will do. No scientific or graphing calculator is allowed in this class.

### Course Description

**Student Learning Outcomes** (Should be measurable; observable; use action verbs)

An introductory applied statistics course that focuses on descriptive and inferential statistical methods. Emphasis will be placed on learning statistics through application and experience. Topics include visual displays of data, measures of

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central tendency and variability, standardized scores, normal distributions, probability, sampling distributions, hypothesis testing, correlation, and regression.

In general terms, this course is about understanding the conceptual background of psychological statistics to provide you with a strong foundation for PSY 302, the next statistics course in your degree plan. The more you understand in this class, the better advantage you will have going forward into PSY 302.

**I strongly encourage you to keep your textbook and any materials you accumulate. They will be a beneficial reference going forward.**

## **COURSE REQUIREMENTS**

### **Research Participation:**

A goal of this class is to help you become familiar with psychological research. One way to obtain this goal is to have you participate in research studies. Participating in research studies contributes to students and faculty at A&M - Commerce, your understanding of how research is conducted, and human knowledge in general. All students in this class will be required to participate in the psychology department's participant pool or complete alternative assignments (see me for more information on alternative assignments).

Students must complete a total of 6 experiment credits. However, if you complete your first 4 experiment credits without any "no-shows" you will receive 2 free *punctual participant credits*. In other words, if you show up to your experiments on time you will only need to complete 4 experiment credits. When you first sign into the experiment management system (EMS) you will be asked to take a prescreen. The prescreen takes about 20 minutes to complete. If you complete the prescreen in the first two weeks of the semester you will receive  $\frac{1}{2}$  free experiment credit. This can be combined with later experiments that are worth  $\frac{1}{2}$  credit.

If you fail to complete this portion of the class your grade will be lowered by one full grade. In effect, if you have an 'A' in the class but fail to complete your research participation (either through participating in research studies, alternative assignments, or a mixture of both) your final grade in the class will be a 'B.' More information about participating in research, such as how to log in to the EMS, is given at the end of this syllabus.

### **Minimal Technical Skills Needed**

- Using the learning management system (D2L)
- Using word processing software (e.g., Microsoft Word)
- Using statistical software package and/or spreadsheet software
- Using regulator calculator to complete simple statistical computation.

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## Instructional Methods

The course is online, which is not to be interpreted as self-paced. Rather, students are required to log on regularly (preferably every day) in order to succeed. You may consume the material at a more rapid pace than set by the below schedule, but assignments and exams will still take place according to the schedule. Exams will be open for 1-2 days and if you are unable to complete the exam in the designated timeframe, you must contact me at least 48 hours in advance (see Course Specific Procedures/Policies).

## Student Responsibilities or Tips for Success in the Course

**Read the text:** Read the chapter we are covering when it is assigned. This helps you in at least two ways: (1) it exposes you to the material making it easier for you to understand the supplemental and keeps you on track with completing your assignments; and (2) it prepares you to complete the quizzes. Students are expected to invest six to nine hours per week into preparing for this course.

**Ask questions:** If there is something you do not understand, ask questions. You may email me or ask in the designated Discussion Board in D2L.

**Utilize D2L:** All instructions, due dates, and submission of graded material are to be completed in D2L. Email submission will not be accepted. Please take some time to familiarize yourself with the system and contact me or IT with questions in advance.

New topics will generally open every few days, and the schedule for the topics is on the last page of this syllabus. Posting topics may vary some at the instructor's discretion. Basically, **you need to sign on almost every day**, and will be addressing new topics/discussions/assignments every few days. A more detailed day-by-day schedule appears later in this syllabus. Print out this syllabus and make several copies of the last page, so that you will know exactly what we are doing, and when we are doing it, throughout the semester. There is no reason to ever feel uninformed or 'lost' about your schedule of assignments and quizzes.

All class components are completed online on our course website, or via email with other students and the instructor. There are no face-to-face class sessions, nor are students required to go to one of our campuses. Students are required to have access to a computer with internet access and email, and are required to have in their possession at all times the course textbook (purchase or lease).

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## GRADING

Final grades in this course will be based on the following scale:

- A = 90%-100%
- B = 80%-89%
- C = 70%-79%
- D = 60%-69%
- F = 59% or Below

**Note: Grades will not be rounded ☺**

### Assessments

Course grades will be determined by the following scale.

Discussion	(11x10pts)	110 points
Quizzes	(4 x 60pts)	240 points
Exams	(4 x 100pts)	400 points
Total points possible		750 points

- I. **Discussions** (11 discussions @ 10 pts each; total 110 points) – Participation on D2L discussions is expected in this course. Students will be required to post the initial post on D2L **each week** by **Wednesday at 11:59 PM**, and reply to at least one peer by **Sunday at 11:59 PM**. Varied formats will be used for discussion. Check D2L for detailed instructions. Peer review will be graded based on whether you provide thoughtful, constructive feedback on peers' posts. After each discussion, make sure you check out the instructor's feedback to be fully engaged in learning.

#### PSY 301 Discussion Grading Rubrics

Total 10 pts

	Accomplished	Acceptable	unacceptable
Initial Response (6/4/0 pts)	Make significant effort to provide complete responses within expected time frame.	Use somewhat effort to provide responses; Incomplete responses.	Makes little or no effort to provide responses.
Peer Review (2/1/0 pts)	One or more peer reviews; provided constructive feedback within expected time frame.	One or more peer reviews; feedback lacked insight/constructivism.	No peer review provided.

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Netiquette (2/1/0 pts)	Adequate netiquette; use proper language and title; Respectful, friendly, positive, and self-reflective.	Show somewhat netiquette.	Lack of netiquette.
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II. **Quizzes** (4 quizzes @ 60 pts each; total 240 points) -- Quizzes are to help students PRACTICE and familiarize with key statistical concepts. See the course calendar for the quiz deadlines.

III. **Exams** (4 exams @ 100 pts each; total 400 points) -- There will be four exams that are all cumulative. See the course calendar for the exam dates.

**NO MAKE-UP EXAMS WILL BE GIVEN.** Exams may be rescheduled, without penalty, only when arrangements have been made **48 hours** in advance of the testing date. Please contact me within the first week of class if they have conflicts with the exam dates. **Make-up exams will only be given in the case of verifiable medical or legal emergencies. Verifiable means that written documentation is provided (e.g., signed doctors' notes, court appearance tickets, newspaper obituaries).** The final decision concerning make-up exams rests with me, the instructor. If no valid excuse is presented your exam grade is a zero.

You are responsible for all lecture/supplemental videos and reading materials. The exams are all online, not open notes or textbooks, and should be taken individually. Important:

1. I will throw in extra credit activities throughout the semester **in varied formats**. Deadlines of the quizzes will be announced on D2L. The points you earn on these quizzes are counted as extra credits. These extra credits will be added to your final total points before the letter grade is calculated.
2. Research participation through the online SONA Experiment Management System (EMS) is **Required**.

IV. **Research Participation:** A goal of this class is to help you familiarize yourself with research methods. One way to obtain this goal is to have you participate in research studies. Participating in research studies contributes to students and faculty at Texas A&M - Commerce, your understanding of how research is conducted, and human knowledge in general.

All students in this class are required to participate in the psychology department's participant pool or complete alternative assignments (contact me for more information on alternative assignments).

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Students must complete a total of 6 credits, and 3 or more of them have to be earned from participating in face-to-face experiments. However, if you complete your first 4 face-to-face credits without any “no-shows”, you will receive 2 free punctual participant credits. This means you will only need to complete 4 credits in total.

When you first sign into the experiment management system (EMS) you will be asked to take a prescreen. The prescreen takes about 20 minutes to complete. If you complete the prescreen in the first two weeks of the semester you will receive ½ free experiment credit. This can be combined with later experiments that are worth ½ credit.

**If you fail to complete this portion of the class your grade will be lowered by one full grade.** In effect, if you have an ‘A’ in the class but fail to complete your research participation (either through participating in research studies, alternative assignments, or a mixture of both) your final grade in the class will be a ‘B.’

More information about participating in research, such as how to log in to the EMS, is provided on D2L.

Students who have completed their required credit hours will be allowed to complete additional credit hours for extra credit (1 credit = 20 points; not to exceed **10** total credit hours).

Please **contact me by week 10** for the Instructions for completing the alternative research.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Video Conferencing Tool

[https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu)

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## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Interaction with Instructor Statement

#### EMAIL POLICY

If you would like to schedule an appointment, the best way is to email. We can then set up a time to chat when it is convenient for both of us. If you email me and do not receive an email response within 48 hours during the week day, most likely, your email was not received.

#### EMAIL GUIDELINES

In an attempt to provide a framework for professional communication, emails must contain the following:

1. Subject Line: Course (e.g. PSY 301); additional information if desired(e.g. Sleep patterns)
2. Address the Reader: Open with Dr. Louis or Professor Louis
3. Adhere to writing mechanics rules (i.e. grammar, spelling, etc.,)
4. If asking for assistance with an issue, please list at how you have attempted to remediate the issue prior to contacting me (these should probably include looking at the syllabus/ course rubrics/ D2L, contacting a colleague, and checking your textbook, etc.)
5. Close with your name (i.e. Lucky Lion)

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Please send emails from your University accounts. I, Dr. Marcy Louis, will not discuss grades over email. If you would like to discuss your grade, please make an appointment.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

On-time submission of all assignments and exams are required. The due date and time are provided in the course calendar. No make-up exam is allowed unless prearranged 48 hours prior to the actual exam date and time.

**Plagiarism:** Texas A&M University-Commerce views plagiarism as a serious offense. Plagiarism occurs when individuals take ideas and/or words from another source and claim these ideas as their own without giving credit to the original author(s). This can include copying words from an Internet website, reading an article and taking the authors ideas without giving them credit, or writing work that is remarkably similar to other written work (e.g., Changing words to synonyms is still plagiarism). If any written work contains ideas that are not your own, you need to give credit to the author(s) by including citations. Instructors are obligated to report instances of plagiarism to university officials. Please refer to the American Psychology Association (APA) manual for instructions on citing materials. When in doubt, ask me. Ignorance will not be tolerated as an excuse for plagiarism. Acts of plagiarism on any written assignment, including discussion postings, will result in severe consequences, including the possibility of receiving a zero in the course. Acts of plagiarism will be reported to the department head.

**Scholarly Expectations:** All works submitted for credit must be original works created by the scholar uniquely for the class. It is considered inappropriate and unethical to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor. Duplication may result in a zero on an assignment.

### **IMPORTANT:**

**AI:** Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

In this course, the use of such AI software for individual work or for the entire course is **DISALLOWED**. Students should be aware of such requirements and follow their

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instructors' guidelines. I will be use AI-enabled Turnitin to check students' work throughout this semester.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## **University Specific Procedures**

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct can be found at <https://www.tamuc.edu/student-code-of-conduct/>.

If you believe someone has engaged in behaviors that do not align with the Code of Student Conduct or you have other concerns, please visit the File a Report page at <https://www.tamuc.edu/office-of-student-rights-and-responsibilities/concerns-incident-reporting/>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate student academic dishonesty policy  
[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

Undergraduate student academic dishonesty policy  
[Undergraduate Student Academic Dishonesty Form](#)

Graduate student academic dishonesty policy:  
<https://inside.tamuc.edu/aboutus/policiesproceduresstandardsstatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf>

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Graduate student academic dishonesty form:

<https://inside.tamuc.edu/academics/graduateSchool/faculty/GraduateStudentAcademicDishonestyForm.pdf>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage.

### **Artificial Intelligence**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, Chatbots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Services  
Velma K. Waters Library- Room 162

**Phone (903) 886-5930**

Fax (903) 468-8148

Email: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

**Website:** <http://inside.tamuc.edu/campuslife/campusServices/StudentDisabilityServices/default.aspx>

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## **Mental Health and Well-Being**

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



## **A&M-Commerce Supports Students' Mental Health**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

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Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## COURSE OUTLINE / CALENDAR

Week	Dates	Textbook Chapter(s)	Chapter Title	Assignment
1	08/26 - 09/01		Syllabus	Post in Student Lounge
2	09/02-09/08	1	Data	Discussion 1
3	09/09 - 09/15	3	Sample	Discussion 2
4	09/16 - 09/22	8	Variable, Bias, Reliability, and Validity	Discussion 3
<b>5</b>	<b>09/23 – 09/29</b>		<b>Review 1: Chapters 1, 3, &amp; 8</b>	<b>Quiz 1 and Exam 1</b>
6	09/30 – 10/04	10 & 11	Graphs	Discussion 4
7	10/07 – 10/13	12	Using Numbers in Describing Data	Discussion 5
<b>8</b>	<b>10/14 - 10/20</b>		<b>Review 2: Chapters 10, 11, &amp; 12</b>	<b>Quiz 2 and Exam 2</b>
9	10/21 - 10/27	13	Everything about Normal Distribution	Discussion 6
10	10/28 – 11/01	13	Everything about Normal Distribution	Discussion 7
11	11/04 - 11/10	17 & 18	What is Your “Chance”?	Discussion 8
<b>12</b>	<b>11/11 - 11/17</b>		<b>Review 3: Chapters 13, 17, &amp; 18</b>	<b>Quiz 3 and Exam 3</b>
13	11/18 - 11/24	21	Understanding Confidence Interval	Discussion 9 & 10, Research Exposure
14	11/25 - 12/01		Thanksgiving Holiday	
15	12/02 – 12/08	22	Chapter 22: What is Statistical Significance? Review 4: Chapters 21 & 22	Discussion 11 and Quiz 4
<b>16</b>	<b>12/09 – 12/13</b>		<b>Review 4: Chapters 21 &amp; 22</b>	<b>Exam 4</b>

Note: After you complete Exam 4, you will have completed the course.  
*The above schedule is tentative and may change at the discretion of the instructor.*

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