DSCI 5180.001 (BLB 005, Tu 6:30pm-9:20pm)-Introduction to the Business Decision Process

Instructor Contact

Name: Dr. Michel FATHI
Pronouns: he/him/his
Office Location: 325 E-BLB
Office Phone Number: 940-565-3153
Office Hours: Schedule a meeting at: https://calendly.com/9405653153 with Zoom ID: 9405653153 or by appointment (all office hours are online).
Email: mfathi@unt.edu
Communication Expectations: The primary mode of communication is email. Allow up to 48 hours for reply, if not please contact again. I will maintain regular office hours and you are also welcome ask questions during that time. If you have an urgent request, you can call my office number and leave a voice message.

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discriminatifon, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

Course Description

The aim of this course is to cover basic statistical skill sets so that the user could perform and interpret advanced analysis. Topics include hypothesis testing, simple regression, multiple regression (including qualitative variable coding, and model building). We will utilize statistical, tables, calculator, excel and statistical software such as Minitab to achieve our objective. The projects and assignments will be geared toward using quantitative methods for business decision making.

Course Structure

This course takes place in person. We may have a couple video conferences using Zoom throughout the semester. Other than that, you instructor will have two open online office hours every week for students to interact with the instructor. All lectures and tutorials are recorded as video and made available through canvas. All assignments are made available to the textbook publisher (Hawkes Learning) website. Other than that, your interaction with me and with your fellow students will take place in Canvas. There are 14 weeks of content that you will move through in 5 weeks. All the modules will be made available from Week 1.

Course Prerequisites or Other Restrictions

There are no required prerequisite UNT classes for this course. However, in order to be successful, the student should have the knowledge of basic undergraduate statistics. For students with background course deficiencies. UNT and College of Business have partnered with Ivy Software and Responsive.net to provide several self-paced online course modules to serve as an alternative route to completing this

requirement. For this course, the equivalent course module in Ivy Software is "Business Math and Statistics" and in Responsive.net is "Statistics Foundation." In addition, you should access to a laptop with desktop with ability to connect to UNT virtual systems to access statistical software, to retrieve and play media and lecture materials in Canvas and also perform online assignments in Hawkes Learning System (HLS).

Course Objectives

By the end of this course, students will be able to:

1. Read and communicate in the language of applied business statistics.
2. Interpret common probability distributions, statistical tables and articulate the role of experimental designs.
3. Construct confidence intervals and interpret the meaning in business context.
4. Construct and test hypothesis using sample and population data.
5. Build models using Simple and Multiple Regression.
6. Acquire the ability to use statistical calculator, Microsoft Excel and software such as Minitab to do analysis.
7. Use a computer to describe and analyze numerical data in business context.
8. Select appropriate statistical techniques that can help them in evaluating or justifying business decisions.
9. In general, acquire a positive attitude toward business statistics and how it is relevant for your future coursework and decision making.

Materials

The required text for this course is: Discovering Business Statistics, Second Edition, Nottingham and Hawkes, Hawkes Learning Systems.

The required software for this course includes Hawkes Learning, Excel, and SPSS/Minitab. Please find details about each software below.

Hawkes Learning: Discovering Business Statistics by Nottingham

This software is REQUIRED to complete the assigned work (organized in Modules) for the class. Your personal access code to the software will enable you complete the lesson certifications and Web-based tests, (called HLS lessons and Module Quizzes). The software may be purchased online at Hawkes Learning website (http://www.hawkeslearning.com/). Once you have purchased the access-rights to the software, you may complete any/all class-work using HLS Network version accessed through the HLS portal (https://learn.hawkeslearning.com/Portal/User/Login?ReturnUrl=%2fPortal). When registering for the course, be sure to enter your name as the registrar at UNT has it; and choose University of North Texas-Denton as the campus. Remember to choose your appropriate **Section (DSCI 5180.001 – Spring 2026).** The software includes access to the eBook. So, hard copy of the Text is NOT required, unless you want it (for whatever reasons).

Microsoft Excel with Data Analysis (solver-options activated)

You may be familiar with Excel; but its essential use for this course is illustrated in the Text (under the "Discovering Technology' segment) and on the Hawkes Learning website

(https://www.hawkeslearning.com/Statistics/dbs/technology.html). As a UNT student, you can install Microsoft Office for free through the UIT Help Desk (https://it.unt.edu/installoffice365).

JMP/SPSS

You can access JMP/SPSS by browser via the Ryan College of Business' virtual computer laboratory. Download access software at College of Business website (https://cob-view.coba.unt.edu/).

Minitab

This software is no longer available in the VMware, but can be purchased for cheap at estore (onthehub) or downloaded for a one month trial access at : https://www.minitab.com/en-us/products/minitab/free-trial/

Teaching Philosophy

This is an in-person course and as such much of the learning responsibility falls upon the student. However, as an instructor – I will act as a facilitator in help you achieve the stated goal of this course. In the canvas, you will find lecture materials, videos and useful links to help you understand the various topics discussed in this course. The assignments will all be administered through Hawkes Learning website. I encourage questions from the class, at the same time – I would also want you to use all the available resources in canvas and HLS to achieve your objective.

In order to ensure you understand the material, we have designed a project for this course. It is self-directed, where you bring the data, ask the right questions and provide the answers using the statistical skills learnt in this course. This is the best way to ensure you assimilate the topics covered in this class. Remember, every business decision needs justification, for that we need data and the next step is to use analytics (statistics) to examine it.

Course Technology & Skills

Minimum Technology Requirements

Please ensure access to the following:

- Computer and Reliable internet access
- The Zoom app on laptop/desktop and optionally on your smart phone or other suitable devices.
- UNT's Respondus Lockdown Browser on the laptop/desktop. You may need to install Respondus Lockdown Browser (https://download.respondus.com/lockdown/download.php?id=165715487) for your final exam.
- Microsoft Office Suite
- Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy

Provide a list of course-specific technical skills learners must have to succeed in the course, such as:

- Sending and receiving email
- Creating, sending, and receiving Microsoft Word documents
- Create, edit and do analysis (using simple formulas) in Microsoft Excel
- Basic knowledge of Probability distribution tables
- Posting to discussion boards
- Printing Word documents ***or*** opening and printing PDF files, using free Adobe Acrobat Reader

- Navigating Canvas

Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC- 10554-4212710328)

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual's experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using "text-talk" unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Course Requirements

There are 5 content modules total in this course. Each Module-work will involve completion of the constituent lessons (HLS quizzes/certification), followed by a Module Quiz (summary quiz as WebTest). The following will be utilized to assess students' learning/grading.

Assignment	***Points Possible***	***Percentage of Final Grade***
Participation • *Introduction Discussion Forum (2 points)* • *Signed Ethics Statement (3 points)* • *Register in HLS and complete first lesson (HLS 7.2) @ 10 points*	*15 points*	*3%*
HLS Lessons/Certifications (Next 20 @ 10 points each)	*200 points*	*40%*
Module Quizzes (5 @ 25 points each)	*125 points*	*25%*
Project • *Midterm Report (20 points)* • *Final Report (40 points)*	*60 points*	*12%*
Final Exam	*100 points*	*20%*
Extra Credit (2 additional HLS and possible PhD surveys)	*15 points*	*3%*
Total Points Possible	*500 points (+15 possible extra credit points)*	*100%*

Participation

We want you to get a head start as soon as possible and I want to give you an incentive for doing this (that is why we are giving 15 points for this effort).

- **3 points**: For turning in the ethics statement (signed ethics statement).
- **2 points**: For posting a brief introduction about yourself in the Introduction Discussion Board. I have started with my introduction. I feel graduate studies is more of peer to peer learning rather than instructor-student learning, so knowing your batch mates is important. I want to initiate/cultivate that in my class.
- **10 points**: Register in HLS website for this course and complete first HLS assignments. HLS Lessons/Certifications

The primary resource of instruction is the Hawkes Learning Systems (HLS): Business Statistics, which consists of a series of lessons. For ease, selected lessons are set in sequential Modules. In all, the course has 5 modules, which all require the completion of 4 to 6 lessons within each, for a total of 23 lessons/Hawkes assignments. (The first one ise part of intro, next 20 are 10 points each, if you complete additional ones – that is considered as bonus and you receive 5 points for each). Note: The final module is very useful, so don't skip the final four!

Each lesson should be completed by:

1. First following the demonstration provided therein,
2. Reading/watching the lecture material,
3. Doing a few practice exercises, and then
4. Finally, completing its certification.

Note that the lesson numbers mostly match the chapter and section numbers in the Text and e-Book. The questions in the certification segment require you to answer (input them) sequentially, as you move forward. The certification in specific lessons recognizes your proficiency in the material covered therein. When you use the HLS Web-portal, your certification is automatically entered in the Grade book. But before exiting HLS, please ensure proper re cording of your work in the grade book. If you complete the Hawkes assignments on time, you receive the full 10 points. Every day you are late you lose 20% of the points for HLS assignments. Timely certification is of the essence in aiding learning, and getting you maximum credits and a good grade in the course. Please DO NOT plan on doing several certifications in one sitting (never more than two to three). The key is in getting an early head-start on the modules. Further details on due dates are provided later in this syllabus.

The tutorials in HLS are intended to instruct and train you in the certification procedure. The assigned readings of the sections from the Text present a supplement to these tutorials. These sections may be read with the matching study/reading material before attempting each HLS lesson. The end-of-the-chapter exercises are meant to further reinforce the material. Many such exercises have answers at the back of the text, for verification.

Reading of the material that is not directly assigned for any reason (but is presented in the Text) also may help develop better appreciation for the methodologies. (For example: read up Lessons 1 through 7 (Chapters 1 through 7 of the Text) if you need a quick review of the course pre-requisite material; or Chapter sections 13. 6, 7 and 9 before moving to Chapter 14 in the assigned segments etc.). But such reading is not considered essential for the course (else it would be assigned too). Such reading is recommended specially for the students that plan on taking another follow-up course, and/or have a little more time and inclination. You should also make note of the concepts that underlie the repetitive arithmetic of the HLS, as you would in a face-to-face class.

Random Knowledge checks

Since this is an in-person course and the HLS assignments are done with in-class monitoring tools, we reserve the right to test you further on your submissions during the semester. We would randomly check your knowledge on the topics and see how you answered the assignments. As long as it is your work, you will NOT have any issues. Only students who plagiarize will be reported to the Dean of students for further actions. Remember, anything you submit to the class should be your work and you should be able to explain the answer and repeat/show the process again when questioned.

Module Quizzes (See deadlines in schedule)

After the completion of the lessons in each Module of the course you should complete a Module Quiz (covering the lessons that constituted the part, like the mid-terms, in face to face classes). Module Quizzes will be available for taking only in specific time-windows that match/follow the stipulated work. This is done, to ensure that we follow a general timeline.

Statistics is easier absorbed in smaller doses; so please spread your consumption over longer time. Plan on having a few alternative time slots for the HLS work; that way you may afford a break if/when the material appears hard.

For each Module Quiz, you will get one attempt in the class. **Module quizzes have strict deadline**. Each module quiz has about 6-15 questions and has an assigned time of one hour from the time you start.

Project

You can appreciate the subject only when you apply it yourself to your environment (either work or something you are familiar with). This course covers topics such as Normal distribution, confidence intervals, comparison of means and statistical regression. These are important fundamental topics, but it gets lost in the details. I want you to appreciate the importance of it. The aim of the project is to achieve that.

Midterm Report (20 points) – Due Feb 10

This report should be no more than 1.5-2 pages. Your source of data and what you want to accomplish based on the topics you learnt (learning from this course). You are welcome to discuss with me by email before doing it. Feedback on the report will be provided by Feb 20th. (If midterm report is submitted early, the feedback would be provided within 72 hours). Remember, the key is for you to at least provide questions you would like to ask from the data based on 1st three modules. See Project Module for More details. The key for the project: Select datasets with at least 30 data points (it would be better with more data like 100 data points). Come up with sensible questions that needs statistical validation! Some possible data sources and sample questions will be provided in a separate project documentation. If the data is not good, you will receive 0 in the midterm report, but feedback will be given on how to fix and move towards the final project.

Final Report (40 points) –Due March 3

The analysis and dataset should be no more than 2-3 pages. Present the findings using the skillset acquired (topics covered) in class. Include the dataset along with the analysis (could be excel or any statistical package).

Final Exam (March 17, 6:30 pm-8:20 pm)

This last Comprehensive Quiz will be over the 25 HLS lessons. The final exam has about 18 questions (some with many parts) and has an assigned time of two hours from the time you start.

Extra Credit

If you finish all HLS assignments, it will be considered bonus and you can receive 5 points for each for the last 2. (so in theory if you finish all 23 HLS and 20 of them in time, you can receive 10 additional points!). There would be additional opportunity for doing surveys or participate in research studies for 5 bonus points. In all there is opportunity to get 15 additional points (3% of the grade) by completing all assignments in time. I encourage you to use all the available opportunities to be successful in this course.

Grading

Include the grading scale (A-F) along with the point totals/percentages you will use to calculate the final grade. For example:

A = 90-100%
B = 80-89%
C = 70-79%
D = 60-69%
F = 50-59%

Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course. The survey will be enabled by the University Administration toward the end of the semester; and will be accessible through your my.unt.edu. Please complete it in the time-window provided.

Course Policies

Assignment Policy

Being fully in-person, the content delivery, due dates etc. will not be deemed affected by any problem (including any possibly weather-related ones). Hence, necessities of making any changes in the lesson/module due-dates appearing in this syllabus are not foreseen.

All HLS completed lessons/modules must be registered onto the HLS website by the due date to receive full credit as well as bonus points (one extra credit point per module). On completion of a module in a COB lab, or at home, you should save the HLS certification code to your disk. If you are connected to the internet the module will register automatically but always double check that you have received credit by going to your progress report.

Late submissions (of HLS assignments) still receive partial credit, every day you are late you lose 20% of the points. The last day to complete your HLS assignments is the day of the final project submission as listed in the schedule. No credit is awarded for any exercise completed after this date. Remember: There are no late submissions for Module quizzes, projects and Final Exam.

COVID-19 impacts

While assignments are expected to be completed as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to complete class because you are ill, or unable to attend class due to COVID-19 including symptoms, potential exposure, pending or positive test results, or if you have been given specific instructions to isolate or quarantine from a health care provider or a local authority. Please be mindful of the excuses you seek and do not use it in vain. It is important that you communicate with me prior to being absent so I may decide about accommodating your request to be excused from class.

Examination Policy

No make-up exams, quizzes or assignments are given without an appropriate University approved excuse. All quizzes/exams will be administered in the class and may require lockdown browser. Only if the instructor announces the possibility of taking the exam online from outside the class, you can also take it online from home. You cannot use any outside resources like Google or third-party websites or person to complete the exam, using it would be considered ethical violation. Any issues related to on time completion or credit for the modules and online quizzes/exams should be resolved with the instructor within one week following their respective due dates. Such issues cannot be considered weeks later and especially not during compilation of the final grades, at the end of the semester.

Late Work

There are no late submissions for Module quizzes, projects and Final Exam. They have strict deadlines. Late submissions (of HLS assignments) still receive partial credit, every day you are late you lose 20% of the points. The last day to complete your HLS assignments is the day of the final project submission as listed in the schedule. No credit is awarded for any exercise completed after this date. Remember: There are no late submissions for Module quizzes, projects and Final Exam.

Attendance Policy

In-person class attendance is expected. No standard accommodations for non-attending students will be provided. Come on time and stay for the duration of each class. It is critical that you not only attend class meetings, but are fully engaged and participating in such meetings. Excessive absences and/or failure to participate will impact your grade. Remember all assignments and Exams have strict deadlines and time window, complete them within that time.

Discrepancies Between Canvas and Hawkes Learning

The Module-wise coverage given here is general in nature. Should there be any conflict between this and what is laid out in detail in the assignment of the lessons in HLS, the latter takes precedence; so, please be mindful of checking the due dates within the HLS Progress reports.

Student Grievances

Any unresolved issue (affecting grade/standing etc.) remaining at the end of the semester may be followed up with me ASAP. This may save initiation of any appeals procedures (though time-consuming, those options are always available to students).

Syllabus Change Policy

Given that this is an in-person course, I do not anticipate that any due dates will change. However, I reserve the right to make any changes to the syllabus that I deem necessary.

UNT Policies

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. For this course, the ITDS ethics statement clearly delineates what

activities are considered as violation, including some examples. An academic integrity violation will lead to a "F" grade in this course.

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

The College of Business Administration complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disability. If you have an established disability as defined in the "Act" and would like to request accommodation, please contact the ODA and your instructor (Dr. FATHI) as soon as possible: the instructor's office hours and phone number are in the syllabus.

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The

specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Download the UNT System Permission, Waiver and Release Form

Transmission and Recording of Student Images in Electronically-Delivered Courses

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.

2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.

3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

   Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

Academic Support & Student Services

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- UNT Records
- UNT ID Card
- UNT Email Address
- Legal Name

**UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can add your pronouns to your Canvas account so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- What are pronouns and why are they important?
- How do I use pronouns?
- How do I share my pronouns?
- How do I ask for another person's pronouns?
- How do I correct myself or others when the wrong pronoun is used?

Additional Student Support Services

- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Multicultural Center (https://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.unt.edu/pridealliance)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)
- MathLab (https://math.unt.edu/mathlab)

Tentative Schedule Subject to Change

Week	Module	Topics	Important Dates
12-Jan. .	M1	• HLS 7.2: The Normal Distribution • HLS 7.3: Assessing Normality Graphically • HLS 7.4: The Standard Normal Distribution • HLS 8.2: The Distribution of the Sample Mean and the Central Limit Theorem	Ethics Statement and Introduction posts are Due (Jan. 20) M1 HLS Lesson for 7.2 is Due (Jan.16) M1 Remaining HLS Lessons are Due (Jan. 18)
19-Jan	M2	• HLS 9.1: Estimating the Population Mean, Sigma Known • HLS 9.2: Estimating the Population Mean, Sigma Unknown • HLS 9.3: Estimating the Population Proportion	Quiz-1 (Jan. 27) M2 HLS Lessons are Due (Jan 25)

Tentative Schedule Subject to Change

Week	Module	Topics	Important Dates
26-Jan.	M3	• HLS 10.1: Introduction to Hypothesis Testing • HLS 10.2: Testing a Hypothesis about a Population Mean, Sigma Known (z-value) • HLS 10.3: Testing a Hypothesis about a Population Mean, Sigma Unknown (t-value)	M3 HLS Lessons are Due (Feb 1)
2-Feb.	M3	• HLS 10.4: The Relationship Between Confidence Interval Estimation and Hypothesis Testing • HLS 10.5: Testing a Hypothesis about a Population Proportion (z-Value)	Quiz-2 (Feb. 3)
9-Feb.	M4	• HLS 11.1: Comparing Two Population Means • HLS 11.2: Comparing Two Small Sample Means (σ unknown) • HLS 11.3: Paired Difference tests • HLS 11.4: Comparing Two Proportions • HLS 12.3: ANOVA Comparison of Multiple Means (HLS exercise is only for 12.3. Review 12.1 and 12.2)	M4 HLS Lessons are Due (Feb 15) Mid-Term Report Due (Feb. 10) Quiz-3 (Feb. 10)
16-Feb	M5	• HLS 13.1: The Simple Linear Regression Model • HLS 13.3: Evaluating the Fit of the Linear Regression Model • HLS 14.1: Multiple Regression Model • HLS 14.2: The Coefficient of Determination and Adjusted R^2– • HLS 14.3: Multiple Regression and Inference on Coefficients • HLS 14.5 Models with Qualitative Independent Variables	Quiz-4 (Feb. 24)
23-Feb			M5 HLS Lessons are Due (Feb 22, Mar. 1)
2-Mar.	**Review on Final project**		Project Final Report Due (3-Mar.) Quiz-5 (March 3)
9-Mar.	**No Classes**		
16-Mar.	**Comprehensive Final (1:30 PM-3:30 PM)** - March 17		
23-March	**Advance topic in data science-Guest Speakers**		
30-March	**Advance topic in data science-Guest Speakers**		

6-April	**Advance topic in data science-Guest Speakers**
13-April	**Advance topic in data science-Guest Speakers**
20-April	**Advance topic in data science-Guest Speakers**
27- April	**Advance topic in data science-Guest Speakers**
4-May	**Advance topic in data science-Guest Speakers**

ETHICAL ACADEMIC BEHAVIOR IN ITDS CLASSES

The UNT College of Business and the ITDS Department expect their students to behave at all times in an ethical manner. There are at least two reasons for this. First, ethical behavior affirms the personal value and worth of the individual. Second, professionals in all fields (but particularly in information systems, decision sciences, accounting, and HR) frequently handle confidential information on behalf of their employers and clients. Thus, employers of UNT's Ryan College of Business graduates expect ethical conduct from their employees because that behavior is crucial to the success of their organization. Academic dishonesty is unethical and often illegal too.

Students are expected to read (https://policy.unt.edu/policy/06-003) UNT's Student Standards of Academic Integrity which defines academic dishonesty and sets out the consequences for unethical academic behavior. Cheating and plagiarism are the most common types of academic dishonesty. UNT's Code of Student Conduct https://policy.unt.edu/policy/07-012 and the Provost's Academic Integrity page are also helpful https://vpaa.unt.edu/ss/integrity.

The UNT's Student Standards of Academic Integrity policy defines cheating as: *The use of unauthorized assistance in an academic exercise, including but not limited to:*

1. *Use of any unauthorized assistance to take exams, tests, quizzes or other assessments;*
2. *Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;*
3. *Acquisition, without permission, of tests, notes or other academic materials belonging to a faculty or staff member of the University;*
4. *Dual submission of a paper or project, or re-submission of a paper or project to a different class without express permission from the instructor;*
5. *Any other act designed to give a student an unfair advantage on an academic assignment.*

The university's policy defines plagiarism as the "*Use of another's thoughts or words without proper attribution in any academic exercise, regardless of the student's intent, including but not limited to:*

1. *The knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation.*
2. *The knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.*

Examples of academic dishonesty in an ITDS class include but are not limited to: copying answers from another person's paper; using notes during an exam; copying computer code from another person's work; having someone else complete your assignments or take tests on your behalf; stealing code printouts, software, or exams; recycling assignments submitted by others in prior or current semesters as your own; and copying the words or ideas of others from books, articles, reports, presentations, etc. for use as your own thoughts without proper attribution (i.e., plagiarism). It does not matter whether you received permission from the owner of the copied work; claiming the material as your own is still academic dishonesty.

The ITDS Department believes it is very important to protect honest students from unfair competition with anyone trying to gain an advantage through academic dishonesty. Academic dishonesty is not tolerated in ITDS classes, and those who engage in such behavior are subject to sanctions as outlined in the UNT's policy and/or the course syllabus. Read the policy carefully so that you are aware of what constitutes academic dishonesty and the consequences of such behaviors. If you engage in academic dishonesty related to this class, you will receive a failing grade on the test or assignment, and a failing grade in the course.

By signing below, I acknowledge my responsibility to read the UNT policy on Student Academic Integrity (https://policy.unt.edu/policy/06-003); and attest that I have read and understand the statements in this document and agree to behave ethically in this class.

Student Name (Print) _____ Student ID No. _____

Student Signature _____ Date _____

These ethical guidelines are essential to maintain the integrity of the university, college, department, faculty and most importantly the students. I view breaking the code of conduct as been unfair to your peers and stealing a degree. These ethical guidelines are common to both in-campus and online courses and is especially crucial for online activities.

A few key points to remember:

1. If you can google, I can google. You are not receiving course credits for being the best web-crawler (looking for answers in the website). The course credit is for mastering the content and understanding how to apply in your career.
2. **Don't use 3rd party websites that offers solutions to textbook or problems. They all fall under plagiarism, regardless of whether you paid for the service or not.** Remember a simple rule, if you can buy online, we can too and we know the source. Credits are given only to your work
3. If you think you are doing something that is not right, then **most probably** it is not right. Ask the instructor or the UNT tutor before proceeding that route.
4. Individual activities must be completed individually, and group activities as a group.
5. Give credit to your sources (data, article etc.), cite the source and acknowledge the help you receive – it will solve much of these issues. The instructor will grade based on your contribution. Using data sets from Kaggle is fine for projects, but the hypothesis development, analysis and report should be you work. It cannot be from these websites.
6. Remember every online activity in canvas and Hawkes Learning websites are monitored.
7. If we have issues with your submissions, we will personally invite you to a zoom session and ask you explain the how you solved the problems (**random knowledge checks**). So be sure of what you submit.
8. It is plagiarism, when you copy/receive the answers through a tutoring session or video. A tutoring or help session (through school or outside) is supposed show you how to solve a problem and your part is to understand it – not copy the answers!

I would like to point out some of the activities we have sanctioned (awarded "F" grade and sometimes even more, removed from dean's list, merit list etc.). I want to share this so that you know that we care integrity of the degree you receive from UNT.

1. In one of the semesters, some exams where conducted using Respondus lockdown browser and video monitoring. However, some students took advantage of a loophole and had help from resources outside the screen and camera. Our instructors viewed 120 hours of video recording and found a group of students involved in a coordinated plagiarism. **All were sanctioned, with some losing even scholarships!**
2. In one instance, a student outsourced all his assignments. The assignments were flagged for abnormal activities and with the help of some technology providers we were able to trace the IP address. The student was sanctioned (**awarded a "F" grade in the course))**

3. Don't use outside sources without understanding. In one of the assignment activities in a class, almost all students took an answer/definition from Wikipedia before understanding it. Use those unvetted sources carefully, anyone can edit them! The faculty corrected the entry and went to class to seek how the students got the answer. Almost all pointed to wiki, and the faculty opened the website in class to prove the point. The entry was updated! Use library and vetted resources and look for the citation in the Wikipedia article itself before using it. Understand what you are doing. Here the sanction was receiving a "zero" credit for the wrong answer!
4. In a similar vein, some students used outside tutoring service – they got the answers from the tutors and plugged in the values and submitted it. These are easy to identify. We invited the students for one on one zoom meetings and they were unable to show how to solve the problems. Here the sanction was receiving a "0" for all those assignments. If you refuse to meet us or withdraw from the course, we will still report our findings to the academic integrity office. So, in short – "do your own work".
5. Almost exams and quizzes have multiple versions, and the numbers and options are different. So, if you use your peer – the chances of choosing the wrong answer is extremely high. In worst cases (it has happened in some instances), the student would have used the numbers and details from the different version. In such instances, the student is **automatically awarded a "F" grade**.