

 FLORIDA ATLANTIC UNIVERSITY	COURSE CHANGE REQUEST Undergraduate Programs		UUPC Approval <u>2/24/25</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department ITOM College Business		
Current Course Prefix and Number QMB3600		Current Course Title Quantitative Methods in Administration	
Syllabus must be attached for ANY changes to current course details. See <u>Template</u> . Please consult and list departments that may be affected by the changes; attach documentation.			
Change title to: Change prefix From: To: Change course number From: To: Change credits* From: To: Change grading From: To: Change WAC/Gordon Rule status** Add <input type="checkbox"/> Remove <input type="checkbox"/> Change General Education Requirements*** Add <input type="checkbox"/> Remove <input type="checkbox"/> <small>*See Definition of a Credit Hour. **WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See <u>WAC Guidelines</u>. ***GE criteria must be indicated in syllabus and approval attached to this form. See <u>Intellectual Foundations Guidelines</u>.</small>		Change description to: Change prerequisites/minimum grades to: MAC-Mathematics-Calc PreCalc 2233 UG/G or MAC-Mathematics-Calc PreCalc 2311 UG/G and STA-Statistics 2023 UG/G Minimum Grade C Change corequisites to: Change registration controls to: Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).	
Effective Term/Year for Changes: Spring 2025		Terminate course? Effective Term/Year for Termination:	
Faculty Contact/Email/Phone Tamara Dinev tdinev@fau.edu			
Approved by Department Chair <u>Tamara Dinev</u> College Curriculum Chair <u>[Signature]</u> College Dean <u>[Signature]</u> UUPC Chair <u>Korey Sorge</u> Undergraduate Studies Dean <u>Dan Meeroff</u> UFS President _____ Provost _____		Date <u>02/17/2025</u> <u>2-16-28</u> <u>2/18/25</u> <u>2/24/25</u> <u>2/24/25</u> _____ _____	

Email this form and syllabus to mianning@fau.edu seven business days before the UUPC meeting.



FLORIDA ATLANTIC UNIVERSITY

QMB 3600-100 12279
Quantitative Methods in Admin
3 Credit(s)
Spring 2025 - 1 Full Term

Instructor Information

Tamara Dinev

Email: tdinev@fau.edu

Office: Fleming Hall - FL 219 – Boca Raton Campus

Office Hours:

Wednesday 1 pm to 2 pm, Online with Zoom, Tamara Dinev's Personal Meeting Room at

<https://fau-edu.zoom.us/j/2043445545?pwd=dXMxd1hVeFNpRTRpSzI2eTBZQ3hodz09>

Email: tdinev@fau.edu

Phone: 561-297-3191

Course Description

Quantitative Methods in Administration

Prerequisites: MAC 2233 or MAC 2311 and STA 2023 with minimum grade of "C"

Introduction to basic mathematical and statistical methods and models, as well as their software applications for solving business problems and/or making decisions. Includes such topics as probability and probability distributions, decision analysis, forecasting and linear regression, linear programming and waiting line models.

This course is Fully Online. Chapter slides, videos, and supplemental materials are organized in modules, self-tests, quizzes, and exams are all online and provided on Canvas. The course schedule at the end of the syllabus specifies clear deadlines for completing the chapter readings and

assignments. Students are expected to participate fully in the interactive components of the course. Participation is a necessity for success in this web-based course. Due to the cumulative nature of the material it is imperative that students keep up with the course materials on a daily basis. Discussions and questions are encouraged on the Canvas Discussion Board. Each Module has its own Discussion section. Supplemental Materials in each module are given as non-graded opportunities to help students succeed in the class (for details, refer to the section “Supplemental Materials” below).

Questions about the Course or the Course Material

- Make sure you read the entire syllabus and Start Here Module first. If you have questions about the assignments or course material, contact me through my Canvas Inbox.

Prerequisites/Corequisites

Prerequisite(s): One of the following:

- MAC 2233 Graduate / Undergraduate (Minimum Grade of C)
 - or
 - MAC 2311 Graduate / Undergraduate (Minimum Grade of C)
- and
- STA 2023 Graduate / Undergraduate (Minimum Grade of C)

Competencies:

- Basic Skills in computer use
- Access to the internet
- Basic Skills for Office programs (Word, Excel, and presentation programs)
- Know how to use & navigate the Canvas Learning Management System
 - Canvas Student Getting Started Guide
 - Canvas Video Guides for Students
- Know how to take exams & quizzes on Canvas.
- Know how to use the INBOX for messages and the Discussion Board on Canvas.
- MUST Set up your notification options on Canvas.

Minimum pre-entry skills:

Basic algebraic concepts

- a. Understanding of the significance of an equation
- b. Ability to manipulate linear equations and solve simultaneously

- c. Understanding the concepts of slope (marginal value)
- d. Ability to plot data points

1. Concepts of calculus/Understanding of derivative

2. Probability concepts

- a. Continuous vs. discrete distributions and the concept of a random variable
- b. Normal distribution and the ability to use the appropriate tables
- c. Sampling distributions and sample mean
- d. Frequency distributions and Histograms
- e. Independent vs. dependent probability
- f. Understanding the concepts of marginal, conditional, and joint probability

4. Problem solving

- a. Ability to decipher a written statement and understand significant facts and the problem to be solved
- b. Ability to apply a written scenario to a solution method

5. Computer skills - Ability to create a spreadsheet representation of a problem

- a. Tabular (rows/columns)
- b. Graphical

Instructional Method

Fully Online Class

100% of the course is delivered online.

Required Texts/Materials

Quantitative Analysis for Management (Pearson+)

ISBN: 9780137501403

Publisher: Pearson+ Subscriptions

Edition: 13th

Quantitative Analysis for Management

ISBN: 9780134543451

Publisher: Pearson Lifetime eBooks

Edition: 13th

Quantitative Analysis for Management (RRPHE)

ISBN: 9780134543161

Publisher: PH -

Edition: 13th

Quantitative Analysis for Management

ISBN: 9780134518558

Publisher: Pearson Lifetime eBooks

Edition: 13th

Special Course Requirements

Required Materials

- A calculator with exponential (yx), factorial (x!) and square root capabilities.
- A reliable well-functioning computer/laptop, stable Internet connection, webcam, & FAU Owl Card (or other government-issued photo ID) and webcam – required for all exams.
- Updated Chrome browser. Issues may result with other browsers such as Safari or Firefox.
- Access to a current version of Microsoft Office.
 - Microsoft Excel will be used to do many calculations
 - Microsoft Office 365 is available for free for all currently enrolled FAU students
 - For more information visit <http://www.fau.edu/oit/getoffice365>
- Additional materials will be assigned and distributed via Canvas throughout the course.

Internet Connection:

- Recommended: Broadband (high-speed) Internet connection with a speed of 4 Mbps or higher
- To function properly, Canvas requires a high-speed Internet connection (cable modem, DSL, satellite broadband, T1, etc.). The minimum Internet connection speed to access Canvas is a consistent 1.5 Mbps (megabits per second) or higher.

Technical Course Disclaimer:

- This course is a technical course that requires students to apply their conceptual knowledge gained from the course materials to solve scenario-based business problems using quantitative approaches and/or computer software.

- In addition, this course requires commitment on behalf of the students to stay on track with completing course assignments as they are released since the concepts in this course build upon each other as the semester progresses.
- Therefore, please review your class schedule for this semester to make sure you do not overload yourself by pairing this course with too many other demanding or technical courses as this may cause a negative impact on your course performance.

Course Objectives/Student Learning Outcomes

Students will:

- Learn and understand the value of quantitative methods in administrative and operational problem solving and decision-making. They will be introduced to a variety of statistical and quantitative techniques applicable to a wide range of business situations.
- Be able to recognize and apply techniques and their applications in problem solving for decision making.
- Be introduced to quantitative business methods such as decision theory, forecasting, simple linear regression, linear programming as well as optional topics multiple linear regression and queuing theory.
- Be introduced to software tools and their use for problem solving and decision making in applications such as linear programming and regression models.
- Apply quantitative techniques to business problem situations and analyze the results.
- Be able to demonstrate the problem-solving dimension as referenced above.

Faculty Rights and Responsibilities

Florida Atlantic University respects the rights of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede their exercise. To ensure these rights, faculty members have the prerogative to:

- Establish and implement academic standards.
- Establish and enforce reasonable behavior standards in each class.
- Recommend disciplinary action for students whose behavior may be judged as disruptive under the Student Code of Conduct [University Regulation 4.007](#).

Disability Policy

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Course Evaluation Method

Syllabus & Course Agreement	1.00%
Self-Tests	10.00%
Quizzes	20.00%
Exam 1	23.00%
Exam 2	23.00%
Exam 3	23.00%
Final Exam	Optional
Total	100.00%

There are no exceptions to any of the assessment's dates or times. All times apply to Eastern Time Zone, USA.

Self-Tests:

- Online Self-Tests via Canvas consist of problems based on the topics in each subject area; they may be taken as many times as you wish, and the highest score earned will be posted in the gradebook on Canvas.
- Self-Tests are available until the due date as indicated in the course schedule on the last page of the syllabus and on Canvas.
- Self-Tests are an essential part of your preparation and they are part of your grade. Every point matters! Thus, it will be expected that every student will have a 100 on the Self-test. I have examples of students who were just a few tenths of a point shy from C (73.00) which they could have easily earned had they done the maximum in self-tests! These students received C-, according to the grading scale published herein.

Quizzes:

- Online Quizzes via Canvas may be taken up to 2 times& the highest score earned will be posted in the gradebook on Canvas.
- Quizzes are available until the due date as indicated in the course schedule on the last page of the syllabus and on Canvas.
- While the quizzes are available all the time until the due date, the latter is the day before the Test day of over these topics. This is done to help students practice and focus close to the Test. However, do not cram! The best strategy is to take a quiz's first attempt while you are on the Module, and then take the second attempt at a later time, close to the Test date, after you have mastered the material.
- Every point matters! Take all allowed attempts so you maximize your grade!

Exams:

- All exams will be available online via Canvas during only a specific day as indicated in the course schedule on the last page of the syllabus and on Canvas.
- The content of the first three exams will be primarily from that section of the course and consist of 20 questions with an 80-minute time limit to complete the exam. The questions are similar to those in the Self-Tests and the Quizzes from that section. Only one attempt is given.
- The Final exam which is optional will be administered on August 6, 2021 according to the University Final Exam schedule. It has 32 questions and a 130-minute time limit.

If the final exam is attempted the score earned will replace the lowest score of the first three exams.

Supplemental Material and Non-graded opportunities:

- Supplemental material documents are non-graded opportunities; however, reading the chapters and attempting the suggested problem sets on Canvas before each class is necessary for your success.
- To do well on the exams, you must be prepared with regards to the exercises and readings.
- Problem sets (solutions are included) and other documents are provided on Canvas for each topic section to help develop the skills discussed in the lectures.
- It is imperative that you attempt the problems before seeing the provided solutions. If you do not attempt these opportunities, you may develop a false sense of security about your abilities.

Canvas Grade book:

- The Canvas grade book allows you to enter hypothetical grades to see your potential final grade based on those entered future scores.
- Remember to uncheck the box "Calculate based only on graded assignments" to see your actual grade; if this box is checked then the grade listed is what you have earned "so far" and does not include all assessments.

Code of Academic Integrity

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see [University Regulation 4.001](#).

Cheating, plagiarism, copying, unauthorized collaboration, and hiring another person to do your assignments and exams are unacceptable, and are subject to disciplinary actions, including, but not limited to, an "F" in the course, a letter of fact on your student record, and a notation on your transcript in accordance with the policies of FAU and the College of Business. In cases where this has occurred, both the person who cheats/plagiarizes/copies/collaborates/hires another person AND the originator of the work will be punished.

Anti-plagiarism Software:

Written components of any assignment or project may be submitted to anti-plagiarism software to evaluate the originality of the work. Any students found to be submitting work that is not their own will be deemed in violation of the University's honor code discussed below.

Attendance Policy Statement

Students are expected to attend all their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance. Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations, or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances, and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

Attendance is a crucial part of a web-based course. In a web-based course, however, attendance has a new meaning. Attendance means to participate fully in the assessments and non-graded opportunities of the course. Participation is a necessity for success in this web-based course. Due to

the cumulative nature of the material it is imperative that students keep up with the course materials on a daily basis. The probability of success in the course is directly dependent on studying the assigned materials and completing suggested problems and exercises in a timely manner.

Disruptive Behavior Policy Statement

Disruptive behavior is defined in the FAU Student Code of Conduct as "... activities which interfere with the educational mission within classroom." Students who behave in the classroom such that the educational experiences of other students and/or the instructor's course objectives are disrupted are subject to disciplinary action. Such behavior impedes students' ability to learn or an instructor's ability to teach. Disruptive behavior may include, but is not limited to: non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor's expectations for classroom conduct.

Religious Accommodation Policy Statement

In accordance with the rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs regarding admissions, registration, class attendance, and the scheduling of examinations and work assignments. University Regulation 2.007, Religious Observances, sets forth this policy for FAU and may be accessed on the FAU website at www.fau.edu/regulations.

Any student who feels aggrieved regarding religious accommodations may present a grievance to the executive director of The Office of Civil Rights and Title IX. Any such grievances will follow Florida Atlantic University's established grievance procedure regarding alleged discrimination.

Time Commitment Per Credit Hour

For traditionally delivered courses, not less than one (1) hour of classroom or direct faculty instruction each week for fifteen (15) weeks per Fall or Spring semester, and a minimum of two (2) hours of out-of-class student work for each credit hour. Equivalent time and effort are required for Summer Semesters, which usually have a shortened timeframe. Fully Online courses, hybrid, shortened, intensive format courses, and other non-traditional modes of delivery will demonstrate equivalent time and effort.

Course Grading Scale

Letter Grade	Letter Grade
A	93 - 100%
A-	90 - 92.99%

Letter Grade	Letter Grade
B+	87 - 89.99%
B	83 - 86.99%
B-	80 - 82.99%
C+	77 - 79.99%
C	73 - 76.99%
C-	70 - 72.99%
D+	67 - 69.99%
D	63 - 66.99%
D-	60 - 62.99%
F	Below 60

Note: This is a “core” course for which a grade of “C” or better is required to pass the course.

In fairness to all students, under no circumstances will grades be inflated at the end of the term.

It would be unethical to change an individual’s grade or offer an additional opportunity to improve a grade.

Your course grade is based on your own individual work. Everyone is given the same opportunity to achieve a high grade. The best way to end the semester well is to begin the semester well and follow through consistently. Please realize that you earn your grades and that your actions alone determine your grade.

I cannot arbitrarily move the grading scale to accommodate individual students' specific needs or desires.

Grade Appeal Process

You may request a review of the final course grade when you believe that one of the following conditions apply:

- There was a computational or recording error in the grading.
- The grading process used non-academic criteria.
- There was a gross violation of the instructor’s own grading system.

[University Regulation 4.002](#) of the University Regulations contains information on the grade appeals process

Policy on Make-up Tests, Late work, and Incompletes

Missed Exams:

- It is important that each exam be taken at the scheduled time and date.
- Any excusable absence (official athletic event, religious holiday, etc.) must be documented by a verifiable source and your instructor must be notified at least one week prior to the exam.
- An exam missed for any reason may be made up by the Final exam.
- If you are absent from an exam **due to illness or emergency**, you must notify your instructor by e-mail **within 24 hours** of the missed exam and provide verifiable documentation within one week following the exam date; the make-up policy is not applicable if you fail to report an absence as stated above.
- An exam missed without prior approval and verifiable documentation that the absence was unavoidable as stated above, cannot be made up. Instead, take advantage of the Final Exam that will replace your missed exam.
- Forgetting to take an assessment, internet issues or computer issues, all of which are your responsibility, do not count as a valid reason for a retake or grade adjustment.
- **Quizzes and Self Tests cannot be made up. Do not ask to have them reopened if you miss the deadline. You are given an ample time to do these assessments to account for sickness, absences, emergencies. Do not leave to the last minute to take these easy to earn points!**

Incomplete Grade Policy Statement

A student who is passing a course, but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete ("I"). The assignment of the "I" grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete ("I") grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing ("F") grade.

Withdrawals

Any student who decides to drop is responsible for completing the proper process required to withdraw from the course.

Policy on the Recording of Lectures

Students enrolled in this course may record video or audio of class lectures for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach students about a particular subject.

Recording class activities other than class lectures, including but not limited to student presentations (whether individually or as part of a group), class discussion (except when incidental to and incorporated within a class lecture), labs, clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations between students in the class or between a student and the lecturer, is prohibited.

Recordings may not be used as a substitute for class participation or class attendance and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the University's Student Code of Conduct and/or the Code of Academic Integrity.

Artificial Intelligence Preamble

FAU recognizes the value of generative AI in facilitating learning. However, output generated by artificial intelligence (AI), such as written words, computations, code, artwork, images, music, etc., for example, is drawn from previously published materials and is not your own original work.

FAU students are not permitted to use AI for any course work unless explicitly allowed to do so by the instructor of the class for a specific assignment. [\[Policy 12.16 Artificial Intelligence\]](#)

Class policies related to AI use are decided by the individual faculty. Some faculty may permit the use of AI in some assignments but not others, and some faculty may prohibit the use of AI in their course entirely. In the case that an instructor permits the use of AI for some assignments, the assignment instructions will indicate when and how the use of AI is permitted in that specific assignment. It is the student's responsibility to comply with the instructor's expectations for each assignment in each course. When AI is authorized, the student is also responsible and accountable for the content of the work. AI may generate inaccurate, false, or exaggerated information. Users should approach any generated content with skepticism and review any information generated by AI before using generated content as-is.

If you are unclear about whether or not the use of AI is permitted, ask your instructor before starting the assignment.

Failure to comply with the requirements related to the use of AI may constitute a violation of the [Florida Atlantic Code of Academic Integrity, Regulation 4.001.](#)

Proper Citation: If the use of AI is permitted for a specific assignment, then use of the AI tool must be properly documented and cited. For more information on how to properly cite the use of AI tools, visit <https://fau.edu/ai/citation>

Communication and Notifications Policy

Communication and Notifications Policy:

- **Each student is responsible for keeping up with the class schedule, checking your FAU email account, and checking the course Canvas site on a regular basis. Set your notification preferences on Canvas.**
- If you use a non-FAU email address as your primary address, arrange for FAU email to be forwarded.
- Please use the INBOX option in CANVAS to send a message to me. Do not use direct e-mail.
- My intention is to answer all messages within 24 hours during the weekdays; please resend your message through Canvas if you do not hear from me after 24 hours.
- Send messages to only one person at a time.

Canvas Mass Messaging to Entire Class:

- In past semesters, occasionally someone uses the email/messaging section in Canvas to send out messages for offerings such as tutoring or other services. This practice is not condoned in any way or approved by the instructor and may be a violation of University Policy. Contact me if the problem persists.
- Students in the course should be wary of anyone asking to be allowed to post advertising no matter how “helpful” it may seem.
- Should you receive such emails via Canvas, do not respond to their offers as they may not be legitimate and are not approved by the instructor.
- Students using Canvas for non-academic uses to communicate through email/Canvas, are violating University policy and are reminded of University Policy 12.2-M that forbids such activities.

Etiquette and Netiquette Policy

It is important to keep in mind that although we are in a “virtual” environment, we still need to interact properly with each other and maintain an appropriate level of etiquette. The term netiquette is used to

refer to online etiquette. By following these rules, you will improve the readability of your messages and you will help others handle the large volume of information in an online classroom:

- **Be inclusive.** It's important to be intentional about making sure we "see" each other in an online community. You can do this by making sure that everyone has at least one response.

Tip: If you are unsure who to respond to, try looking for posts that have not yet received a reply.

Also, be sure to reply back to people who post questions or comments directly to you.

- **Be on time.** Your contributions to discussions are important, but our learning community will not benefit from them unless you post on time.

Tip: Set calendar reminders to make sure you contribute on time.

- **Disagree respectfully.** Disagreement and different ideas are essential parts of learning, problem-solving, and creativity. However, in order for different ideas to be heard and shared, it is important to maintain a respectful stance even through vehement disagreement; otherwise communication may break down.

Tip: You might start the conversation with a question to clarify or get more information before you explain your different perspective. For example, "Nathan, can you tell me more about what you meant when you said that recycling programs are a waste of public resources?"

Tip: Refrain from using judgmental evaluations of what someone posted, and instead present your own perspective supported by factual information. For example, instead of "Jamal, your analysis makes no sense," you can say, "Jamal, I interpreted the results of the study differently. As I see it, there was no statistically significant difference in the children's test scores, which implies that the new program is not working."

- **Be concise.** Lengthy paragraphs are difficult for readers to digest. Keep your paragraphs short and your writing concise.

Tip: Consider using bullet points to help highlight your main points or headings if your post needs to be lengthy.

- **Stay on topic.** Off-topic comments can derail our conversation. You can post off-topic comments in Canvas open discussion forum.

- **NO YELLING.** When you write in upper case letters in online communication, it is usually interpreted as yelling.

- **Add some emotion :-)** Sometimes it helps communicate the tone of your message when you add an emoticon. However, only do so as necessary for it can end up being annoying to readers if you have too many (which is probably the opposite of your intention).

- **Use humor carefully.** Sarcasm in particular does not translate well in an online environment. It's best to avoid the potential pitfalls of misunderstood messages.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual therapy, group therapy, and crisis services, to name a few - offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

Student Support Services and Online Resources

- [Center for Learning and Student Success \(CLASS\)](#)
- [Counseling and Psychological Services \(CAPS\)](#)
- [FAU Libraries](#)
- [Math Learning Center](#)
- [Office of Information Technology Helpdesk](#)
- [Center for Global Engagement](#)
- [Office of Undergraduate Research and Inquiry \(OURI\)](#)
- [Science Learning Center](#)
- [Speaking Center](#)
- [Student Accessibility Services](#)
- [Student Athlete Success Center \(SASC\)](#)
- [Testing and Certification](#)
- [Test Preparation](#)
- [University Academic Advising Services](#)
- [University Center for Excellence in Writing \(UCEW\)](#)
- [Writing Across the Curriculum \(WAC\)](#)

Technical Support

In the online environment, technical issues are always possible (e.g., lost connection, hardware or software failure). Many of these occurrences can be resolved relatively quickly, but if you wait until the last minute before due dates, the chances of these glitches affecting your success are greatly increased; please plan appropriately. If a problem occurs, it is essential that you take immediate action

to document the issue so your instructor can verify and take appropriate action to resolve the problem.

Most issues in Canvas can be resolved by clicking on the “Help” tab located on the menu bar.

Upon clicking the “Help” tab, you will be able to:

- Report a problem
- Search Canvas guides

Additional Technical Support

1. Contact the eLearning Success Advisor for assistance: 561-297-3590
2. If you can, take a Print Screen image of the monitor when the problem occurs. Save the image as a .jpg file. If you are unfamiliar with creating a Print Screen image, visit [Link to Print Screen Instructions](#).
3. Complete a Help Desk ticket ([Link to Help Desk](#)). Make sure you complete the form entirely and give a full description of your problem so the Help Desk staff will have the pertinent information in order to assist you properly. The process includes the following steps:
 - a. Select “Canvas (Student)” for the Ticket Type.
 - b. Input the Course ID.
 - c. In the Summary/Additional Details section, include your operating system, Internet browser, and Internet service provider (ISP).
 - d. Attach the Print Screen file, if available.
4. If you do not hear back from a Help Desk representative in a timely manner (48 hours), it is your responsibility to follow up with an appropriate staff member until a resolution is reached.
5. Once you have submitted a Help Desk Ticket, inform your instructor. Include all pertinent information of the incident (steps 3b-d above). Keep your instructor informed of the status.

Technical Problem Resolution Procedure

In the online environment, there is always a possibility of technical issues (e.g., lost connection, hardware or software failure). Many of these can be resolved relatively quickly, but if you wait until the last minute before due dates, the chances of these glitches affecting your success are greatly increased. Please plan appropriately. If a problem occurs, it is essential that you take immediate action to document the issue so your instructors can verify and take appropriate action to resolve the problem. It is your responsibility to obtain the necessary information and skills to manage the hardware and software systems of this course. In addition, if your personal computer becomes unavailable for any reason, you are responsible for locating and operating other adequate computer resources to meet the course deadlines.

Remember, you can always go to any FAU computer lab to complete your work.

Recommended Browsers

Canvas supports the latest two versions of the most widely used browsers. We have learned that Canvas works better with Google Chrome than with Internet Explorer. We highly recommend updating to the newest version of Google Chrome is used.

Getting Help

FAU has purchased Tier 1 support, provided by Canvas. What does this mean for you? Canvas support is available 24/7, 365 days a year in various forms. You can use the Canvas Guides to search for answers, call the support hotline to talk to a person, hit the chat link to message a Canvas support technician, or report an issue directly to Canvas.

You can access all of these help options by clicking on the Help link in the bottom-left corner of the Canvas window and then selecting your preferred method of assistance. If you call FAU's Help Desk, please be sure to select the option for Canvas.

Course Topical Outline

SYLLABUS AND COURSE OUTLINE SUBJECT TO CHANGE

Tentative Course Outline: Note: all times apply to Eastern Time Zone, USA.

Week/Date	Topics	Readings and Practice	Assessment
Week starting Saturday January 4	Canvas Start Here Module: Introduction: Syllabus Course Objectives, Policies CANVAS Orientation Frequently Asked Questions Canvas Module 1: Probability Concepts Introduction/Formulas	Start Here Module: Watch videos on Canvas Module 1: Read Ch. 2 (sections 2.1) PPT slides and videos on Canvas Helpful Notes & Problem Sets	

	Relative Frequencies Joint Probabilities		
Friday January 10	Last day to drop/add courses without consequences		
Saturday January 11, 11:59 pm			Due: 1. Syllabus & Course Agreement in Start Here Module 2. Self-Test 1 in Module 1
Week starting Monday January 13	Canvas Module 1: Probability Concepts Independence & Dependence Conditional Probabilities & Applications	Module 1: Read Ch. 2 (sections 2.1, 2.2 & 2.3) PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Saturday January 18, 11:59 pm			Due: 1. Self-Test 2 in Module 1
Week starting Monday January 20	Canvas Module 2: Discrete Distributions Expected Value, VAR, Std. Deviation Binomial Distributions Poisson Distribution	Module 2: Read Ch. 2 (sections 2.4-2.6, 2.10) PPT slides and videos on Canvas	

		Helpful Notes & Problem Sets	
Week starting Monday January 27	Canvas Module 3: Continuous Distributions Normal Distributions Exponential Distribution	Module 3: Read Ch. 2 (Sections 2.7 & 2.9) PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Saturday February 1 11:59 pm			Due: 1. Self-Test 3 in Module 3
Week starting Monday February 3	Canvas Module 4: Test 1 Review: Probability Concepts & Distributions	Module 4: Test Review documents	
Sunday February 9 11:59 pm			Due: 1. Quiz 1 in Module 1 2. Quiz 2 in Module 3
Monday February 10	TEST 1		Online Test 1 in Canvas Module 4: Opens at 6 am - Closes at 11:59 pm
Week starting Monday	Canvas Module 5: Decision Theory	Module 5:	

February 10	<p>Maximax, Maximin, Minimax Regret</p> <p>Expected Value and Perfect Information</p>	<p>Read Ch.3 (Sections 3.1 to 3.7)</p> <p>PPT slides and videos on Canvas</p> <p>Problem Sets for Practice</p>	
<p>Week starting Monday</p> <p>February 17</p>	<p>Canvas Module 5: Decision Theory</p> <p>Sensitivity analysis</p> <p>Decision Trees</p>	<p>Module 5:</p> <p>Read Ch.3 (Sections 3.4 & 3.6)</p> <p>PPT slides and videos on Canvas</p> <p>Problem Sets for Practice</p>	
<p>Saturday</p> <p>February 22</p> <p>11:59 pm</p>			<p>Due:</p> <p>1. Self-Test 4 in Module 5</p>
<p>Week starting Monday</p> <p>February 24</p>	<p>Canvas Module 6: Regression</p> <p>Terminology & Concepts</p> <p>Simple Linear Regression</p> <p>Multiple Linear Regression</p>	<p>Module 6:</p> <p>Read Ch.4 (Sections 4.1 - 4.11)</p> <p>PPT slides and videos on Canvas</p> <p>Helpful Notes & Problem Sets</p>	
<p>Saturday</p> <p>March 1</p> <p>11:59 pm</p>			<p>Due:</p> <p>1. Self-Test 5 in Module 6</p>
Week starting	SPRING BREAK		

Monday March 3			
Week starting Monday March 10	Canvas Module 7: Forecasting SMA, WMA Exponential Smoothing MAD, MSE, MAPE Trend Projection	Module 7: Read Ch.5 (Sections 5.1 - 5.6) PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Saturday March 15 11:59 pm			Due 1. Self-Test 6 in Module 7
Week starting Monday March 17	Canvas Module 8: Online Test 2 – Review: Decision Theory, Regression & Forecasting	Module 8: Multiple Choice Test 2 Review	
Friday March 21	Last day to withdraw from the course without receiving an "F" or "W"		
Sunday March 23 11:59 pm			Due: 1. Quiz 3 in Module 5 2. Quiz 4 in Module 7
Monday March 24	<div style="border: 1px solid black; padding: 5px; display: inline-block;">TEST 2</div>		Online Test 2 in Canvas Module 8: Opens at 6 am - Closes at 11:59 pm
Week starting Monday	Canvas Module 9: Linear Programming	Module 9:	

March 24	Problem Formulation LP Graphing Software	Read Ch.7 (Sections 7.1 to 7.6) PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Week starting Monday March 31	Canvas Module 9: Linear Programming Sensitivity Analysis	Module 9: Read Ch.7 (Section 7.7), Ch.8 PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Week starting Monday April 7	Canvas Module 9: Linear Programming Applications	Module 9: Read Ch.8 PPT slides and videos on Canvas Helpful Notes & Problem Sets	
Saturday April 12 11:59 pm			Due: 1. Self-Test 7 in Module 9
Week starting Monday April 14	Canvas Module 10: Online Test 3 – Review Linear Programming	Module 10: Multiple Choice Test 3 Review	
Sunday April 20			Due: 1. Quiz 5 in Module 9

11:59 pm			
Monday April 21	TEST 3		Online Test 3 in Canvas Module 10: Opens at 6 am - Closes at 11:59 pm
Week starting Monday April 21	<p>April 22, 23 – Reading Days. No classes</p> <p>Final Test (Optional) Exam Review Cumulative, over all the course material</p>	To prepare, practice all Problems of the Week, Problem sets and test reviews.	
Sunday April 27 11:59 pm	OPTIONAL		<p>Due:</p> <p>1.Optional Self-Test 8 in Module 11 - Cumulative, Optional. Score earned replaces the lowest Self-test score</p> <p>2. Optional Quiz 6 in Module 11 – Cumulative, Optional. Score earned replaces the lowest Quiz score</p>
Monday April 28 11:59 pm	<p>OPTIONAL</p> <p>FINAL TEST</p>		<p>Optional Online Cumulative Final Exam in Module 11: Opens at 6 am – Closes at 11:59 pm</p> <p>32 Questions, 130 Minute Time limit. Score will replace a missed test or lower test score. No exceptions to the date or time. No make up</p>

Title IX Statement

In any case involving allegations of sexual misconduct, you are encouraged to report the matter to the University Title IX Coordinator in the Office of Civil Rights and Title IX (OCR9). If University faculty become aware of an allegation of sexual misconduct, they are expected to report it to OCR9. If a report is made, someone from OCR9 and/or Campus Victim Services will contact you to make you aware of available resources including support services, supportive measures, and the University's grievance procedures. More information, including contact information for OCR9, is available at <https://www.fau.edu/ocr9/title-ix/>. You may also contact Victim Services at victimservices@fau.edu or 561-297-0500 (ask to speak to an Advocate) or schedule an appointment with a counselor at Counseling and Psychological Services (CAPS) by calling 561-297-CAPS.