Course Name:	Basic Statistics	
Course Code: STAT 100	**Course Type :** Elective	**Course Credits:** 3
Class Timings: 8:00 – 09:15 a.m (Tuesday,Thursday).	**Section:** C	**Online Office Hours (Zoom):** M,W,F 11:00 to 11:50a.m.

Instructor Name: Samia Ayub

A Note from the Instructor:
- *Policy for in-class students*
- *Lectures will be delivered in class face to face*
- *Recorded Lecture and reading Material will be uploaded on Moodle*
- *Quizzes will be accomplished through Moodle during Class time. Dates will be announced in-class as well as on Moodle*
- *Assignments will be posted on Moodle and submissions are also executed through Moodle.*
- *Feedbacks will be uploaded on Moodle.*

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Instructor Contact Details
Email: samiaayub@fccollege.edu.pk
Office Hours (online): M,W,F 11:00 to 11:50a.m.
Zoom Meeting ID: 319 763 7610
Passcode: 1234
Guidelines for contacting instructor:
- Meet online
- If in-person make an appointment via email

Course Description:
Pre-requisites if any:
Mode of Instruction: Asynchronous/ Synchronous
Mode of peer-to-peer Contact Among Students: online discussion forums

Main Mode of Instruction: *Moodle, Zoom and MS Teams*
Technology Requirements:
- Students need to have a computer/ laptop/ smartphone/ calculator

Technology Etiquettes
- In scheduled classes Students are recommended to log in at least 10 minutes before the start of the session to do the necessary checks, specifically for students

- Be sure to name yourself for your slot on the screen. It will make it easy to get a report of the students' attendance. If your slot carries a different name, to rename: click 3 dots near your video window OR in the participants' list, hover over your name, and click "rename" to make the change
- Please stay muted when not speaking.
- Please turn off your video during class.
- Be respectful of others' opinion.
- If the session is recorded do not post isolated comments that may be taken out of context.

Considerations for Students with Limited Internet/Technology Access:
- Student with limited internet connections may send an email to instructor with their concern.

OPTIONAL]: Program Objectives Addressed (which goals of the academic program/department does this course address?)

A. Demonstrate knowledge about basic statistical concepts, terms and techniques
B. Analyze various types of data and interpret the results effectively
C. Think critically about applications of Statistics in various fields
D. Practice high moral and ethical values in their personal and professional lives and in their communities

Course objective/learning outcomes

At the end of the course the student will:
1. Be able to perform arithmetic operations and handle quantitative problems.
2. Identify the types of data and use appropriate methods to collect, summarize, classify and present data.
3. Be able to distinguish between population and sample and identify various types of variables.
4. Be able to calculate different measures of central tendency and dispersion.
5. Be able to understand and calculate index numbers and interpret the results.
6. Be able to understand basics of correlation and fit a free hand trend line to a time series.

Course Content, Learning Material & Activities Schedule

Wk	Topic/ Title	Teaching-Learning Activities		Assessment & Rubrics
		Synchronous (Simultaneously conducted) *Presentation / Lecture Live Video-Audio Small Group Discussion/ Breakout Rooms In-class quiz Q&A/ Live Chat*	**Asynchronous** (postal/ Moodle/ email) *Discussion blogs WhatsApp Readings Moodle Quizzes Assignment Submission Online Content/ Recordings Lecture notes/ Annotated PPT Experiential learning*	
		In-Person	Off-campus and offline	
1	Understanding the definition.	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentations	
	Introduction to basic concepts and terminology	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	

2	Variables, Data collection,	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Data presentation,	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
3	Classification and Tabulation	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Quiz 1
	Cont..	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
4	Charts and Graphs:	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentations	Assignment 1
	Cont..	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
5	Measures of central tendency.	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Arithmetic mean, Properties Merit, Demerits	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
6	Median, Mode and quantiles	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Quiz 2
	Merit, Demerits	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Assignment 2
7	Geometric mean and Harmonic mean	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Merit, Demerits	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Assignment 2
8	Measures of dispersion.	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Absolute vs relative measures	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	

		MIDTERMS if applicable		
9	Range, Quartile Deviation	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Mean Deviation Standard Deviation/ Variance	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
10	Relative measures	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Quiz 3
	Cont..	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Assignment 3
11	Scatter Plot, Correlation	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Cont.	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
12	Index Numbers, Unweighted Index Numbers	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Cont.	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
13	Weighted Index Numbers	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	
	Weighted aggregative method	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Quiz 4
14	Weighted average of relative method	In-class lecture	Moodle Quizzes, Readings, PowerPoint Presentation	Assignment 4
	Revision			
15	**CULMINATING PROJECT**			
16	**FINAL EXAM**			

'Out-of-class' Study Required (across all 3 categories of students -- those attending in-person, online, or asynchronously)

1. Quizzes will be online at the time of class
2. Students are expected to study 3 hours a week
3. If you have any questions please join online office hours
4. Assignment submissions will be on Moodle

Textbooks, Materials, Supplies and other Resources

- Mason, Lind, and Marchal, "Statistical Techniques in Business and Economics" McGraw Hill, New York.
- Larry J. Stephens, "Theory and Problems of Beginning Statistics" Schaum's Outline Series McGraw Hill.
- Anderson, Sweeney and Williams, "Statistics for Business and Economics" 9e Thomson South-Western.
- Prof. Sher Muhammad Ch. And Prof. Dr. Shahid Kamal, Introduction to Statistical Theory Part 1, Ilmi Kitab Khana.

Course Requirements:

Class Participation
Attendance and participation in discussions

Quiz 1 : (marks 10)
Topic: Introduction to basic concepts and terminology, sample, population, variables, data collection.

Quiz 2 : (marks 10)
Topic: Measures of central tendency (arithmetic mean, median, mode and quantiles)

Quiz 3 :(marks 10)
Topic: Measures of Dispersion (Absolute and Relative)

Quiz 4: (marks 10)
Topic: Index Numbers

Assignment 1: (marks 10)
Topic: Measures of Central Tendency

Assignment 2 : (marks 10)
Topic: Measures of Dispersion

Assignment 3 : (marks 10)
Topic: Index Numbers

Assignment 4: (marks 10)
Topic: Index Numbers

Note: The topics and numbers of (Assignments and quiz) are tentatively suggested above it may vary according to situation.

Assigned Readings
Practice worksheets/ Questions

The breakup is as follows:

Class Participation	2%
Assignments:	20%
Quizzes:	18%
Midterm exam:	20%
Final term exam:	30%
Project	10%
TOTAL	**100%**

[OPTIONAL] Missed Assignments/ Make-Ups/ Extra Credit
- No delayed assignments.
-No Make-up class and exam
-No retake exam

Attendance Policy:
If a student does not attend a minimum of 70% of total classes, he/she will not be permitted to take the final examination in the course.

Classroom Participation:
Students must participate in classroom for class activities and may ask questions related to lesson taught.

Grading Legend
Below is the grading legend of FCCU (published in all catalogues and available on the FCCU website) as approved by the Academic Council and applies for Fall as well

Grade	Point Value	Numerical Value	Meaning
A	4.00	93-100	Superior
A-	3.70	90-92	
B+	3.30	87-89	Good
B	3.00	83-86	
B-	2.70	80-82	
C+	2.30	77-79	Satisfactory
C	2.00	73-76	
C-	1.70	70-72	
D+	1.30	67-69	Passing
D	1.00	60-66	
F	0.00	59 or below	Failing

Student Conduct & Other Issues:
- Consider including ground rules for appropriate classroom interactions, as well as a clear statement of expectations that classroom interactions will remain civil, respectful, and supportive.
- If any student faces any issues or has any concerns regarding the classroom climate and interactions, please feel free to contact VR office gloriacalib@fccollege.edu.pk

Changes to the Syllabus:
This syllabus was designed to convey course information and requirements as accurately as possible. It is important to note however that it **may** be subject to change during the course depending on the needs of the class and other situational factors. Such changes would be for your benefit and you will be notified of them as soon as possible.

Student Support Services
> Student Counseling Services
> Writing Center

[Mercy Health Center](#)

Other Useful Policy Documents:
    [Sexual Harassment Policy](#)
    [Anti-Corruption Policy](#)
    [Academic integrity](#)
    [Plagiarism Policy](#)
    [Academic Calendar](#)

I expect that you will strictly follow the core values of FCCU and put your entire efforts to learn as per the course requirements, attend classes, read the textbook(s)/other assigned reading material and do the assignments in the stipulated time period

Developed by CLT (2020) from:
[FCC Policy for Fall Semester 2020](#)
https://www.aascu.org/
https://blended.online.ucf.edu/

Note:
Pl see https://unitguides.mq.edu.au/ for additional options. Macquarie University has their syllabus online (called Unit Guides and are publicly viewable)
See additional information for [Syllabus Checklist](#) and for [How to Create a Syllabus](#)

Please also consider [High Impact Practices](#) for your classes