

**PMgt 630, Statistical Analysis**  
**W 7:30-10:00 pm, Salt Lake Center**  
**Fall 2008**

**Instructor:** C. Shane Reese, PhD  
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**Office Hrs.:** 9:30 - 11:00 am MW

## **Texts and Materials**

Berman, Evan, M. (2007). *Essential Statistics for Public Managers and Policy Analysts* (Second Edition), CQ Press. ISBN-10: 0872893014 ISBN-13: 978-0872893016

Berman, Evan, M. (2007). *Exercising Essential Statistics* (Second Edition), CQ Press. ISBN: 978-0-87289-332-0

SPSS Student Version

## **Introduction**

The purpose of this course is to provide students of public administration with an introduction to research in public and nonprofit organizations and a foundation in statistics as a tool to answer research questions. All students will participate in a research project involving a nearby government agency or nonprofit organization. Typically, students in the Executive MPA course will develop a project involving one of their group members' employing organizations.

## **Email Communication**

Most communication for this course will be electronic in nature. Midterm exams, final exams, and homework will be submitted via email.

## Grading

### Grade Scale

Grades will be calculated as follows:

Homework, 10 assignments @ 2% (12 given, 2 dropped)	20%
Quizzes, 10 quizzes @ 1% (12 given, 2 dropped)	10%
Midterm exam	25%
Research project	20%
Final exam	25%
Total	100%

### Homework

Homework will be due weekly, on Wednesday by 7:30 pm. All homework submissions will be electronic (email). Each student must submit his or her own homework, but you are encouraged to work together.

### Quizzes

The weekly quizzes taken will be taken in class *before* the material is discussed in class. This requires you to study material before coming to class. I will drop the two lowest scores in calculating the final grade. However, if you score perfectly on all quizzes, I will add a 2% extra credit bonus to your grade.

### Research Project

To enable you to get experience doing research, the class will be conducting research projects for nearby government agencies or other organizations. Each study group should find a project through the workplace or other contact from a group member. Typically your group will design a survey questionnaire, select an appropriate sampling plan, conduct the survey, analyze the data, and report the results to the appropriate agency personnel. Sometimes the project may involve using archival data rather than gathering new data. The sponsoring agency should absorb out-of-pocket costs such as postage and photocopying. Your grade on the project will have both an individual and a group component (the 20% of course grade allocated to the project will be split with 10% being the group component and 10% being the individual component). The group grade will be based on your final written and oral report. The individual grade will be based on both peer assessment and my assessment of your contribution to the project.

### Midterm and Final Exams

Both the midterm and the final exam will be done on Blackboard, with supporting statistical files submitted on the Digital Drop Box or email. The exams will be open book and open notes.

# 1 Course Policies

## Preventing Sexual Harassment

Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education. Title IX covers discrimination in programs, admissions, activities, and student-to-student sexual harassment. BYU policy against sexual harassment extends not only to employees of the university, but to students as well. If you encounter unlawful sexual harassment or gender-based discrimination, please talk to your professor; contact the Equal Opportunity Office at 422-5895 or 367-5689 (24 hours); or contact the Honor Code Office at 422-2847.

## Students with Disabilities

Brigham Young University is committed to providing a working and learning atmosphere which reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the Services for Students with Disabilities Office (422-2767). Reasonable academic accommodations are reviewed for all students who have qualified, documented disabilities. Services are coordinated with the student and instructor by the SSD Office. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance policy and procedures by contacting the Equal Opportunity Office at 422-5895, D-285 ASB.

## Honor Code, Dress, & Grooming Standards

The principles given in the honor code and dress and grooming standards are expected to be maintained as part of class decorum. Please especially note references to men's hair styles and women's clothing.

## Classroom Etiquette

Please turn off all cell phones and pagers when class starts. Male students, please take off baseball caps. Do not use a computer in class unless you are using it explicitly for taking notes or doing an assignment. Playing games, sending email, etc. are inappropriate activities in class.

## Tentative Schedule

3 Sep	Introduction/Project Mgmt	Ch. 1,2
10 Sep	<b>HW1 Due</b>	
10 Sep	Survey research, levels of measurement	Ch. 3,4,5
17 Sep	<b>HW2 Due</b>	
17 Sep	Distributional properties, location, spread	Ch. 6, 7
24 Sep	<b>HW3 Due</b>	
24 Sep	Bivariate data, probability intro	Notes
1 Oct	<b>HW4 Due</b>	
1 Oct	Normal distribution, central limit theorem	Notes
8 Oct	<b>HW5 Due</b>	
8 Oct	Confidence intervals, t distribution	Notes
15 Oct	<b>HW6 Due, Midterm Posted</b>	
15 Oct	Confidence intervals, sample size, review	Notes
22 Oct	<b>Midterm Due</b>	
22 Oct	Hypothesis testing: Intro & 1 group	Ch. 11
29 Oct	<b>HW7 Due</b>	
29 Oct	Hypothesis testing: 2 sample, paired	Ch. 11
5 Nov	<b>HW8 Due</b>	
5 Nov	Hypothesis testing: ANOVA	Ch. 16
12 Nov	<b>HW9 Due</b>	
12 Nov	Hypothesis testing: Chi-square	Ch. 9
19 Nov	<b>HW10 Due</b>	
19 Nov	Linear regression	Ch. 12
3 Dec	<b>HW11 Due</b>	
3 Dec	Multiple regression	Ch. 13
10 Dec	<b>HW12 Due</b>	
10 Dec	More multiple regression	Ch. 13
15 Dec	<b>Final Exam Posted</b>	
17 Dec	<b>Written Projects Due</b>	
19 Dec	<b>Final Exam Due</b>	