Instructor:  Amanda Rahimi  
Office: David King 1001  
Office Phone: (703) 993-4619  
Email: arahimi1@gmu.edu (**best way to contact me**)  

Office Hour:  
Tuesday 1:30-3:30 PM in DK 1001, and by appointment  

Required Text and Supplies:  
2)  A reliable calculator  
3)  One data-saving device (e.g. floppy disc, memory stick, etc.)  

Lab Goals and Layout:  
This statistics lab is designed to allow students to be able to master the material learned in the PSYC 300 lecture portion of the class and to properly apply the concepts. The lab also will introduce students to a statistics software package, SPSS. Weekly homework assignments, in-class worksheets, and an SPSS assignment will be given to meet these objectives. As deemed appropriate, lab meetings will consist of some or all of the following: review of graded homework and exams, in-class assignments, Q/A sessions, problem-solving, and instruction in SPSS.  

Use of Technology  
This lab section will include instruction in statistical analysis using SPSS software. All students in the class will also be expected to check their GMU email account on a regular basis, as email will be used to communicate announcements and distribute some course materials. WebCT (https://webct41.gmu.edu/webct/public/home.pl) will be used to post grades, course materials, and email messages; thus, students should check their WebCT pages regularly.  

Attendance  
Students are expected to attend all lab meetings. Regular attendance is important for good comprehension of the material in this course. Students are responsible for all material and announcements presented in lab, including announcements about changes in the schedule and assignments. Although attendance is not directly calculated into your grade, failure to hand in an assignment during class and not completing an in-class assignment will result in zero credit for those tasks (see “Homework and In-Class Assignments” for more details).  

<table>
<thead>
<tr>
<th>Class</th>
<th>Lab Topic</th>
<th>Chapters Covered</th>
<th>Assignments, In-Class Projects, and Exams</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/27</td>
<td>Role of statistics in research; variables and measurement; notation</td>
<td>GW 1</td>
<td>Introduction</td>
</tr>
<tr>
<td>2/3</td>
<td>Frequency distributions of individual scores: Getting a feel for the data</td>
<td>GW 2</td>
<td>HW #1 Due; In-Class Assignment #1</td>
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<tr>
<td>2/10</td>
<td>Measures of central tendency: Where’s da middle?</td>
<td>GW 3</td>
<td>HW #2 Due; In-Class Assignment #2</td>
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<tr>
<td>2/17</td>
<td>Measures of variability: It’s all about diversity</td>
<td>GW 4</td>
<td>HW #3 Due; In-Class Assignment #3; Review for Exam 1</td>
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<tr>
<td>2/24</td>
<td>Transforming and standardizing individual scores; the normal curve</td>
<td>GW 5-6</td>
<td>Exam 1 (GW 1-4)</td>
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<tr>
<td>3/3</td>
<td>Distributions of sample means; introduction to confidence intervals</td>
<td>GW 7</td>
<td>HW #4 Due; In-Class Assignment #4</td>
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<tr>
<td>3/10</td>
<td>Using the t-score to create confidence intervals for a single mean</td>
<td>GW 9.1-9.2</td>
<td>HW #5 Due; In-Class Assignment #5</td>
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Homework, In-Class Assignments, and SPSS Assignment

Ten homework assignments (10 points each) will be assigned throughout the semester. Homework grades will be based on accuracy and work shown. Completed homework will only be accepted within the first 15 minutes of the scheduled lab meeting, therefore failure to attend lab when a homework assignment is due will result in zero credit. Homework turned in during lab, but after the first 15 minutes, will be penalized 10% of that assignment grade, or 1 point. Homework will not be accepted before or after the assigned due date except if approved by the instructor. There will be no homework make-ups or extensions except for circumstances listed below in the exam make-up policy. These circumstances will be considered on an individual basis. To account for unforeseen circumstances, your lowest homework grade will be dropped.

Nine in-class assignments (5 points each) will be given throughout the semester. These will include individual projects, small group activities, and class activities. Failure to attend class when an in-class assignment is assigned will result in zero credit. Again, to account for unforeseen circumstances, your lowest in-class assignment grade will be dropped.

One SPSS assignment (30 points) is due on April 28, 2006. This assignment will be handed out approximately 4 weeks prior to the due date. Students will be expected to incorporate everything they learned about SPSS and apply those skills to this project. If not handed in during class on April 28, four points will be deducted each day this assignment is late. This includes handing this assignment in after class on April 28. Time will be given at the end of some class periods to work on this assignment. Computers with SPSS are located throughout campus. ***Hint: Take thorough notes in order to remember how to carry out specific tasks on SPSS. Doing so will make this project much easier!!!!***

Grading Policy

Your lab grades counts for 80 points, or 20% of your total grade for PSYC 300. The breakdown of your grade is as follows:

**Homework Assignments (9 out of 10 count toward your final grade) = 10 points each**

**In-Class Assignments (8 out of 9 count toward your final grade) = 5 points each**

**SPSS Assignment = 30 points**

**TOTAL = 160 points**

The following grade breakdowns are approximate:

- A+ = 156-160 pts,
- A = 149-155 pts,
- A- = 144-148 pts,
- B+ = 139-143 pts,
- B = 132-138 pts,
- B- = 128-131 pts,
- C+ = 123-127 pts,
- C = 117-122 pts,
- C- = 112-116 pts,
- D range= 96-111 pts,
- F = below 96 pts

Note: The total number of points you earn will be divided by two, and that total (out of 80 points) will be used to calculate your final grade for the entire course.
GMU Honor Code
Students are expected to abide by the GMU Honor Code: “Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.” Exams and assignments are expected to be individual efforts unless noted otherwise by the instructor or teaching assistant. Violations of the GMU Honor Code can result in failure of an assignment or exam, depending on the severity of violation. All violations will be reported to the Honor Committee.

Exam Make-up Policy
The following policy refers to all scheduled exams. Not included in this policy are exams taken ahead of time (through arrangement with the professor and TA). Policies regarding missed or late assignments (e.g., homework) will be described in the lab syllabus. There will be no exam make-ups or extensions without penalty except in instances such as the following:
- hospitalization or illness that has been documented and judged by your instructor as preventing you from (a) preparing adequately for a test or (b) sitting for a test
- death or serious illness in your family
- court appearances
Documentation must be provided by health officials (e.g., a physician or member of the student center health staff) in the case of illness; an immediate family member in the case of a death or serious illness in the family; and official paperwork in the case of court dates. Students failing to produce such documentation will be penalized at least one full letter grade. Decisions about whether and when to allow a student to make up an exam will be made on a case-by-case basis.

Accommodation of Disabilities
If you are a student with a disability and you need academic accommodations, please see me and contact the Disability Resource Center (DRC) at 703-993-2474. All academic accommodations must be arranged through that office. Note that this provision includes the range of disabilities, including physical, psychiatric, and learning disabilities.

Student Support Services
George Mason offers services to support students’ academic development and emotional development. The Learning Center, located in SUB I (room 364, see http://www.gmu.edu/departments/csd/csl.htm), offers workshops in academic skills and a tutor referral program. The Counseling Center, located in SUB I (room 364, see http://www.gmu.edu/departments/csd/), offers stress management training, as well as individual and group counseling for students who would like some help with social, emotional, or educational concerns—or who have concerns about their friends. Consider taking advantage of these free resources.
Lab Grade Tracker

Goal for Lab Grade (Letter Grade): ______

Points needed to attain goal: ______

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<thead>
<tr>
<th>Assignment #</th>
<th>Homework (10 points each—drop lowest)</th>
<th>In-Class Assignments (5 points each—drop lowest)</th>
<th>SPSS Assignment (30 points)</th>
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