

**STAT 1034 Elementary Statistics I**  
**University of Cincinnati**  
Section 006 – online async Spring 2026

*Note: students are required to check email and Canvas Announcements at least once every 24 hours M-F*

**Instructor:** Dr. Sinclair

**Office Location:** French Hall room 4512

**Office Hours:** in-person and Zoom office meetings and by appointment

**Email Address:** jennifer.sinclair@uc.edu

**Prerequisites:** A score of at least 420 on the MPT is strongly recommended.

**Textbook:** Elementary Statistics using Excel 7<sup>th</sup> ed. Mario F. Triola.

**Required Course Materials:** The following materials are required for all students in this course:

- TI 83/84 Graphing Calculator
- PC or Mac computer (no Chromebooks or tablets) with:
  - Google Chrome internet browser
  - Webcam/microphone
  - Microsoft 365 version of Excel

*(Note: Excel is available for free download with UC and is available on all campus computers.)*

**Additional Course Materials:**

- Printed paper copy of Tables A1-A3 (4 pages)
- E-text version of textbook (free, available through access code listed above)
- Headphones (recommended to watch course videos distraction-free)

**Email Policy:** Emails received during business hours M-F 8:00 am-5:00 pm typically receive a response within 24-48 hours. Please re-check the email address and resend the email if a response is not received within a day or two. Emails received over the weekend will receive a response by close of business on Monday.

**Course Content:** The following sections of the textbook are included in the content of this course:

- Chapter 1: Introduction to Statistics (Sections 1.1-1.4)
- Chapter 2: Exploring Data with Tables and Graphs (Sections 2.1-2.4)
- Chapter 3: Describing, Exploring, and Comparing Data (Sections 3.1-3.3)
- Chapter 4: Probability (Sections 4.1-4.3)
- Chapter 5: Discrete Probability Distributions (Sections 5.1-5.3)
- Chapter 6: Normal Probability Distributions (Sections 6.1-6.5)
- Chapter 7: Estimating Parameters and Determining Sample Sizes (Sections 7.1-7.2)
- Chapter 8: Hypothesis Testing (Sections 8.1-8.3)

**Course Description:** An introduction to statistics for students without a calculus background. The course covers data analysis (numerical summaries and graphics for describing and displaying the distributions of numerical and categorical data), the basic principles of data collection from samples and experiments, elementary probability, the application of the normal distribution to the study of random

samples, statistical estimation (construction and interpretation of one sample confidence intervals), and an introduction to hypothesis testing (the structure of one sample hypothesis tests and logic of using them to make decisions).

In general, a unit is covered weekly in this course. Each week, students will view the course videos, take the unit quiz, complete the practice sets for the unit and complete a participation survey/check-in. Students will also complete excel projects and take assessment exams according to the course schedule.

**Grading Criteria:** The grading components in this course are:

Component	Percentage
Practice Set Average	15%
Quiz Average	15%
Excel Project Average	15%
Participation	5%
Units 1-5 Assessment	25%
Units 6-10 Assessment	25%

The grade in this course will be determined by the following scale standard at University of Cincinnati for certain introductory courses.

Percentage	Grade
93.0 - 100.0	A
90.0 - 92.9	A-
87.0 - 89.9	B+
83.0 - 86.9	B
80.0 - 82.9	B-
77.0 - 79.9	C+
73.0 - 76.9	C
70.0 - 72.9	C-
< 70.0	NP, F, X, or WX*

**\*NP Grading Information:** In the event that a student receives a final grade percentage of <70.0, and the student has no academic conduct violations and has participated in the course, the student will automatically be awarded a grade of “NP” which denotes “Not Proficient.”

Grades of WX or X will be assigned in cases of academic nonattendance, as defined by six or fewer assignments completed or classes attended throughout the semester. Grades of F will be assigned in circumstances of academic dishonesty.

An NP does not lower your grade point average. However, it also does not count as a passing grade, earn course credit, or meet any pre-requisites. If this course is an essential part of your academic plan and you earn an NP as your final grade, you must retake the course successfully in a future semester.

Students who receive an NP might have earned enough points for a D+, D, or D- grade. If a student has a score in the D+, D, or D- range (see chart below), the student has the option to request the NP grade be

changed to a letter grade of D+, D, or D-, as appropriate. Such students can request a change in their grade from NP for up to one year after the NP grade was assigned. It is important to consider that D grades will affect your GPA and might impact your academic standing.

67.0 - 69.9	D+
63.0 - 66.9	D
60.0 - 62.9	D-
< 60.0	F

Contact your academic advisor for help deciding whether to request this change, and/or if you have questions about the effect of the NP in your academic program.

**Units Assessment:** An assessment exam will be administered according to the class schedule. Assessments will be administered online and proctored through honorlock proctoring software. Students are required to have a Ti 83/84 calculator and a student ID during the assessment exam. If a student misses the assessment exam, the student must contact the instructor within 24 hours of the missed exam and provide documentation that the absence is excused. The student will be given the option to do a makeup exam over the relevant course material on the makeup exam date (see below for details). If the student misses both the assessment exam and the makeup opportunity, the student must contact the instructor within 24 hours with documentation. If a student has a University of Cincinnati approved scheduling conflict, the student must contact the instructor at least one week in advance of each exam. If a makeup exam is approved for such a school-sponsored absence, the student must take this makeup prior to the date the assessment is administered to the rest of the class and the student must provide reasonable availability.

Exam Dates in this course:

**Units 1-5 Assessment:** Thursday February 19 (due at 5:00 pm)

**Units 6-10 Assessment:** Thursday April 16 (due at 5:00 pm)

**Makeup/Retest for Units 1-5 Assessment:** Thursday February 26 (due at 5:00 pm)

**Makeup/Retest for Units 6-10 Assessment:** Tuesday April 28 (due at 5:00 pm)

Any changes to the testing schedule will be announced in Canvas announcements, as necessary.

**Unit Assessment Makeup/Retake Opportunity:** On the assessment makeup/retake date, students will have the opportunity to take a makeup for the unit assessment exam due to an excused absence or extenuating circumstance. Students will not be allowed additional makeup opportunities, despite circumstance. The makeup exam questions will be pooled from the same unit content as the missed exam but will not necessarily be the exact same questions.

If a student took the original assessment exam on time, as scheduled, then the student will have an optional opportunity to retake it on the makeup date to try for a higher grade. If the retake grade is lower than the original score, then the original assessment score will remain. Thus, there is no penalty for attempting the retake. The retake opportunity is optional if the student took the original assessment exam. If a student misses the retake opportunity, the student may petition to defer the retake opportunity to the final exam period with official documentation from a relevant university affiliated office such as the Dean of Students or Accessibility Services. STAT 1034 instructors will not

review doctor's notes and students should send documentation to the appropriate school office if requesting to defer the retake assessment date. Otherwise, there are no makeups for the retake assessment.

**Honorlock Proctoring:** University of Cincinnati supports the use of HonorLock online proctoring systems for testing through Canvas. The instructor reserves the right to use HonorLock to proctor the assessments and exams in this course. Each student must have functional hardware and software required for the exams. This includes having a functional laptop or PC with a webcam and Google Chrome internet browser. Note that you must have a webcam on your computer. A phone camera will not suffice. Your exam will be recorded for review by your instructor. If you are concerned about personal privacy, do not use the internet, apart from the exam, or your cell phone during the proctoring process. The videos are stored temporarily, unless a formal investigation is opened. If this is the case, you will be alerted.

Students are required to use a PC or Mac computer (no chromebooks or tablets) with the HonorLock extension during the entire exam. Students are required to have the webcam and microphone on their computer turned on and enabled during the entire exam. The instructor reserves the right to change the proctoring system for exams if needed at any time during the semester. Students are not permitted post or discuss any test content online or in any other place or venue. Students are not to engage in any group chats or online resources during the interval that the test is open and available. Any discussion of course content or test/exam material prior to the due date and time of the test/exam will be considered academic dishonesty, which will result in failure on the test/exam and/or course.

**Quizzes:** Quizzes will be administered throughout the semester to reinforce learning of course concepts. Quizzes may or may not involve groupwork or technology use. Students are permitted 5 attempts on quizzes up until the due date. There are no makeups on quizzes. The student is permitted to drop one quiz grade at the end of the semester to account for one possible excused absence. If the student completes all quizzes, the lowest score will be dropped at the end of the semester.

**Practice Sets:** Practice Sets are assigned and administered through CANVAS using the application MyLab and Mastering. Log into CANVAS and follow the link to MyLab and Mastering to access the homework assignments. Practice Sets are an enhancement of course content and are not necessarily the exact same problems from class or course videos. The Practice Sets expand thinking and provide challenges to best prepare for exams. It is the responsibility of the student to start the assignment early and reach out to the instructor for help as needed. Students have unlimited attempts at practice sets up until the due date. There are no makeups on Practice Set assignments. The student is permitted to drop one practice set grade to account for a possible excused absence. If the student completes all practice set assignments, the lowest score will be dropped at the end of the semester.

**Excel Projects:** Students will use Excel to analyze real life data. This is accomplished through projects that students will complete throughout the semester. The projects will be available for completion in CANVAS through MyLab and Mastering. Students have unlimited attempts at excel projects up until the due date. There are no makeups on Excel projects. The student is permitted to drop one Excel project grade to account for a possible excused absence. If the student completes all Excel projects, the lowest score will be dropped at the end of the semester.

Excel projects must be submitted to mylab and mastering. Emailed or shared files will not be accepted. Any projects emailed or shared via a weblink will receive a zero. Students are required to check the grade in the mylab gradebook before logging out. There is no excuse to be unaware of the accidental

submission of a blank or corrupted file, as submissions are graded immediately. Students should only sign out if satisfied with the grade. Blank or otherwise corrupted excel file submissions will automatically receive a zero. No extensions will be given if the student fails to submit a valid document. Students are encouraged to check to ensure their document is “saved” before uploading. Students are encouraged to save the .xlsx file for each excel project on their computer until the end of the semester.

**Artificial Intelligence Policy:** STAT 1034 students are prohibited from using all forms of AI when completing work in this course. Any use of AI when completing coursework will be considered to be an instance of academic misconduct. This policy applies to all course assignments, including assessments.

**Late Assignment Policy:** Due dates for non-assessment assignments in this class are 11:59 pm on Fridays, unless otherwise noted on the class schedule. Students are permitted to turn in late practice sets, quizzes, and excel projects up until the following Thursday at 11:59 pm. In other words, students are permitted 6 days grace period to hand in assignments late due to illness or emergency. There will be no further extensions after this initial extension. Assessments may not be taken late under any circumstance.

**Participation:** Students are required to actively participate in this course. Participation will be graded according to the following options:

Option 1: Students will complete an online participation survey corresponding to each unit of the semester. The survey responses will be graded out of a total of 2 points according to the following criteria: relevant and complete (2 pts), partially complete and/or partially relevant (1 pts), incomplete and/or irrelevant (0 pts). There are no makeups or extensions on participation surveys, but option 2 is available for students wishing to improve their participation grade.

Option 2: If a student is dissatisfied with the attendance points grade, whether it be due to illness or other extenuating circumstance, then the student has the option to replace the participation grade with the average of the two assessment review assignments in MyLab and Mastering. The two assessment review assignments are the Units 1-5 Review and the Units 6-10 Review. These two review assignments are due on the day of the corresponding assessment, but close for late submissions on the last day of regular class meetings, which is **Friday April 24**. There are no extensions on the review assignments.

**Covid 19 Policy:** Students are required to follow any current University of Cincinnati mandates on covid 19 mitigations efforts. Please view <https://www.uc.edu/publichealth.html> to see the most current guidelines.

**Technology Covenant:** The instructor reserves the right to administer course content through technological means. This can include videos, tasks, and assessments in CANVAS and/or in MyLab and Mastering. The instructor may also use conferencing tools such as Microsoft Teams and Zoom. Students are required to have a functional laptop with a web camera and reliable internet access. All students are required to have access to Excel. Excel is available for free download through University of Cincinnati and is available on all campus computers.

If a verifiable technological error occurs during an assessment or other assignment, the instructor will take the responsibility and the burden of determining the best course of action for each individual circumstance.

The instructor reserves the right to administer exams through HonorLock and Google Chrome. Students that take this course are required to utilize the University of Cincinnati version of HonorLock associated with CANVAS. Students are required to have a laptop and webcam for online recording and proctoring to take exams in this course. If a verifiable technological error occurs during one of the assessments the instructor will take the responsibility and the burden of determining the best course of action for each individual circumstance.

**School Sponsored or Government Sanctioned Events:** If a student has an excused absence due to a school sponsored event (such as sport participation or a field trip) or government sanctioned event (such as military or jury service), the student must notify the instructor at least one week prior to the absence. The student must provide official UC or government documentation justifying the absence. The student is expected to complete all work prior to the departure or absence.

**Accommodations:** Students needing an accommodation to the course resources, should provide the instructor with a letter from the Accessibility Resources Office. Visit <https://www.uc.edu/campus-life/accessibility-resources.html> for further information. It is required to submit requests for test and exam accommodations at least one week in advance of the scheduled test or exam. Students are required to follow all Accessibility Resources Office policies, including Testing Services policies involving scheduled assessments.

**MASS center/Learning Commons:** The MASS Center is located at 2133 French Hall West and includes tutor-supported study tables for many undergraduate mathematics courses, in addition to several science courses that require strong mathematical competency. The Learning Commons also provides peer tutoring by appointment. Services are free to all UC students. Visit <https://www.uc.edu/learningcommons/masscenter.html> for schedule and hours of operation.

**Academic Integrity:** Students at the University of Cincinnati are expected to uphold the highest level of academic integrity as outlined in the Student Code of Conduct at <https://www.uc.edu/campus-life/conduct/student-code-of-conduct.html>. Every enrolled student is expected to adhere to expectations of academic integrity for proctored tests and exams. Students found responsible or guilty of cheating, including aiding and abetting, will fail the course and the violation will be part of their UC record for the next 7 years.

**Religious Accommodation Policy:** Ohio law and the University's Student Religious Accommodations for Courses Policy 1.3.7 permits a student, upon request, to be absent for reasons of faith or religious or spiritual belief system or participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization and/or to receive alternative accommodations with regard to examinations and other course requirements due to an absence permitted for the above-described reasons. Not later than fourteen days after the first day of instruction in the course, a student should provide the instructor with written notice of the specific dates for which the student requests alternative accommodations. For additional information about this policy, please contact the Executive Director of the Office of Equal Opportunity and Access at (513) 556-5503 or [oeohelp@UCMAIL.UC.EDU](mailto:oeohelp@UCMAIL.UC.EDU).

**Late Withdrawal Policy:** A student that wishes to withdraw from the course is required to withdraw by the online withdrawal deadline listed on the UC academic calendar. At the time of this writing, the withdrawal deadline is **April 10**.

**Announcements:** The instructor will communicate with students via the Announcements tool in Canvas. Students should read the announcements to receive vital information on the course, including test and final exam information. The instructor reserves the right to make changes to the course and the syllabus to best serve the students as needed and appropriate. If any changes are made, a course announcement in Canvas will reflect any said changes and amendments will be made to the syllabus, as necessary to satisfy the needs of the course. Students are required to enable notifications in Canvas to allow course announcements to reach the student by any necessary means, including email.