

MGMT 3101 Syllabus¹

Applied Business Statistics – J. Whitney Bunting College of Business and Technology – Spring 2026

This course is designed for students who need to know when and how to use a broad range of statistical methodologies for applications in business-related fields to develop and enhance business decision making skills. An introduction of statistics importance, data, variables, scales of measurement, and data presentations will be discussed first. Sampling and sampling distributions are to be introduced. Interval estimation and testing of parameters and hypothesis tests will then be discussed. Linear regression and analysis of variance (ANOVA) will follow to give students better knowledge in statistical modeling.

Wishing everyone a great semester!

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¹ Please note that the instructor reserves the right to make changes to this syllabus as deemed necessary. Students will be notified of changes via D2L and class announcements.

Course Overview

Instructor: Dr. Mehrnaz Khalaj Hedayati

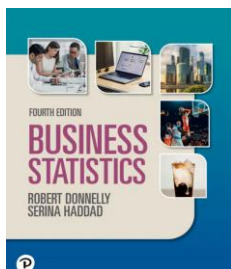
Office Location: Atkinson 210

E-mail: mehrnaz.khalajhedayati@gcsu.edu

Office Hours: Tuesday and Thursday 9:30 –10:45 PM
12:30 – 1:45 PM
Other times by appointment

MGMT 3101 Course Description: The application of inferential statistical techniques in business decision making. Topics include estimation and testing of parameters, linear regression and correlation, and analysis of variance.

Required eText/MyLab:



MyLab Statistics with Pearson eText (up to 18-weeks) Access Code for Business Statistics by Robert Donnelly; Serina Haddad
Edition: 4TH 26
Publisher: PEARSON CO
ISBN 13: 8220146910373

These course materials are included as part of your program. Please visit the Barnes & Noble at Georgia College and State University homepage to learn more.

Required Materials:

A basic calculator; Microsoft Excel
Excel will be utilized throughout the term.

Format of Teaching:

Face-to-Face

Class Sections/Days/Location:

Sec 03 TR / 11:00 AM – 12:15 PM/ Atkinson Hall 206
Sec 06 TR / 3:30 PM – 4:45 PM/ Health Sciences 105
Sec 07 TR / 5:00 PM – 6:15 PM/ Health Sciences 105

Course Goals and Expectations

Course Goals:

- ✧ This course is designed to prepare you for critical thinking and problem-solving skills through statistical methods to develop and improve your business decision making skills.
- ✧ The main goal of this course is to introduce you to the application of statistical methodologies and spreadsheet software in business related fields and to help you practice applying critical thinking and problem-solving skills as a means of investigating common business dilemmas. You will learn how to use software to analyze problems.

Course Expectations:

- ✧ You are expected to actively participate in class sessions. This means review your notes regularly, be on time, and come in prepared.
- ✧ To promote professionalism and enhance the learning environment, cell phones and laptops should be stored during class. Please see me if you wish to use a laptop during class to access the textbook or for notetaking.
- ✧ Put every effort into attending each class and to make a constructive participation in individual and teamwork activities. In-class activities enhance your learning and if you miss a class, you will miss in-class learning. Students who attend this course regularly have been found to be much more successful.

- ✧ If you miss a class, you are responsible for any material you miss. You will need to gather what you missed from D2L or a peer.
- ✧ You are expected to adhere to the Georgia College's policies. All the work you submit must be your own. "Since the primary goal of education is to increase one's own knowledge, academic dishonesty will not be tolerated at Georgia College. Possible consequences of academic dishonesty, depending on the seriousness of the offense, may range from a revision of assignment, an oral reprimand, a written reprimand, an F or a zero for grade work, removal from the course with a grade of F, to suspension or exclusion from the University". For additional details, check the following link:
<http://gcsu.smartcatalogiq.com/2022-2023/Graduate-Catalog/Academic-Policies/Student-Code-of-Conduct/Student-Academic-Dishonesty>

Course Communications

- ✧ My preference for course-related communication is *face-to-face*. If possible, please use this method when you would like to speak with me or if you have any questions about the course material. I am available during my office hours at the times listed above. If these times do not work for you, please email me with some suggested times of your availability, and I will do my best to set a time that works for you to meet.
- ✧ Georgia College & State University email is another primary communication tool for this course. Please use mehrnaz.khalajhedayati@gcsu.edu and *NOT* GAvue email for your communications. I frequently check this email several times a day and respond to you in a timely manner. If you do not hear from me within 24 hours, please re-contact me.
- ✧ In the subject line of your email, please include your course number, section, and title of your inquiry e.g., "MGMT 3101, Class time e.g., 11 – 12:15 - Excuse letter for Sep 15".

Course Evaluation and Grading

Your course grade will be calculated as follows:

Assessment	Weight
Attendance and Participation	5%
Homework (MyLab Assignments)	15%
Team Project	20%
Exams (3 total)	60%
Exam 1	20%
Exam 2	20%
Exam 3	20%
Optional Comprehensive Exam*: Final Exam Date	
Total	100%

*** If you prefer not to participate in the team project for any reason, you have the option to take the comprehensive exam on the final exam day. Should you choose this option, please notify me when the team project starts.**

*** If your grade is lower than expected, you have the option to take the comprehensive exam to improve it. This exam may replace the grade of only one of the three previous exams. If you choose this option, simply attend on the scheduled final exam day—no additional steps are required.**

More information about these assessment categories is given below.

Letter grades will be assigned at the end of the semester based on your final grade using the following conversion:

Numeric Range	Letter Grade
Above 90	A
Above 80	B
Above 70	C
Above 60	D
Below 60	F

Notice: Grading policy may be revised. Any changes will be announced.

Attendance and Participation

- ✧ To enhance your learning, you will be involved in different types of activities both individually and collaboratively throughout the semester. Attendance and participation will be taken in each session via these different activities such as D2L quizzes, problem solving, sign-in sheet, presentations, etc.
- ✧ In-class activities cannot be made up, however, if you have excused documentation such as doctor's note, you will get excused for that specific assignment, so it does not negatively effect on your final grade.
- ✧ Students may also be called upon by name to answer questions or contribute to problem solving.

Homework Assignments (MyLab):

- ✧ Homework assignments are one of the most important components of this course to help you do well in this course.
- ✧ Homework assignments are based on the topics discussed in class for each chapter. The availability and due dates for each assignment are outlined in the course calendar. These dates may be adjusted based on the class's progress through the chapters. Any changes will be communicated in class and through D2L announcements.
- ✧ **HW assignments will be in MyLab.** There are many helps features in MyLab available e.g., “Help me solve this” box and “View an example” in the problem window. Please use these help features liberally. There are also some other videos and resources available under “Videos and Resources Library” in MyLab. You'll have multiple tries (usually four) on each homework question, and each will be graded automatically by MyLab. The highest score you earn will be used to calculate your final grade. Homework grades will be maintained in MyLab throughout the term and only the final total will be transferred to your D2L gradebook.

Exams

- ✧ The exam dates are available below (course calendar) so that you can plan ahead and will be in-person. Makeup exams will not be given unless there is a university-accepted excuse for the exam date notifying me prior to the exam.
- ✧ Each exam will test both conceptual understanding and quantitative problem-solving abilities through multiple-choice questions.

Team Project

- ✧ As you build your knowledge of business statistics throughout the course, you will be assigned to a team after the third exam to apply what you have learned in a small-scale, real-world project.
- ✧ Detailed information on the project—including instructions, collaboration guidelines, and presentation requirements—will be provided in class and posted on D2L.

Computer Competencies and Importance of GeorgiaVIEW /D2L

You will be expected to check D2L and your emails on a *daily* basis. Important announcements will be posted on D2L and you will be held responsible for all of the information posted there. D2L will also provide:

- ✧ Important course announcements.

- ✧ Access to a list of helpful resources such as in-class examples, lecture slides, exam reviews, surveys, etc. You can find these resources in the course contents on GView.
- ✧ A comprehensive, regularly updated gradebook to help you track your progress. Please note that MyLab homework grades will appear in your MyLab gradebook, and your overall score for these assignments will be entered into the D2L gradebook at the end of the semester.

Excel: Some of the quantitative tools we cover in this course will require the use of Excel spreadsheets and formulas. All students will need to have a basic skill set in Excel including entering and formatting data, numbers and tables, calculating totals, and making a chart in Excel. Please use the following website if you do not currently have these basic skills in excel to familiarize yourself: <http://chandoo.org/wp/excel-basics/>.

Technical Issues

Our IT Help Desk, formerly known as the Serve Help Desk, is the first contact for any technology-related request or challenge. Contact the IT Help Desk by e-mail, askit@gcsu.edu, or phone at 478-445-7378. Please make your instructor aware of the issue, and if there will be any delays in resolving the issue on the assigned due dates.

** [GeorgiaVIEW Knowledge Center](#) 24/7/365 Assistance through Knowledge Base or Help Center Agent
(1- 855-772-0423)

Required Syllabus Statements

The policies applicable to all courses at Georgia College and State University including Religious Observance Policy, Assistance for Student Needs Related to Disability, Student Mental Health, Student Rating of Instruction Survey, Academic Honesty, Student Use of Copyrighted Materials, Electronic Recording Policy, Academic Grievances or Appeals, and Fire Drills can be found in the following link:

<https://www.gcsu.edu/registrar/required-syllabus-statements-registrar>

GCSU Policy on the Ethical Use of Artificial Intelligence

The University recognizes the potential of Artificial Intelligence (AI) tools to support learning and research. Students may use AI tools for activities including, but not limited to, research, text generation, editing, brainstorming, and translation where appropriate. However, students hold the ultimate responsibility for the accuracy, authenticity, and integrity of their academic work.

Where the use of AI is permitted, students must adhere to the following guidelines:

- **Transparency:** Students must fully disclose the use of any AI tools in the production of their work. This includes clear citations and/or acknowledgements within the work itself.
- **Originality:** The primary ideas and arguments presented in all submitted work must be the student's own original intellectual effort. AI tools should be used to support rather than replace the student's thought processes.
- **Source Verification:** Students must verify the accuracy of information generated by AI tools and ensure that all external sources (including AI-generated text) are properly cited. The creation of fictitious sources is strictly prohibited.
- **Faculty Guidance:** Faculty members should provide clear guidance on permitted vs. prohibited uses of AI tools within specific courses and assignments.

Procedures for Suspected AI Misuse

- If a faculty member suspects the unacknowledged or inappropriate use of AI in a student's work, they should engage the student in a constructive conversation seeking clarification about the work's creation. Faculty members should avoid making accusations without clear evidence.

- Where significant concerns about potential academic misconduct persist after dialogue with the student, the faculty member should follow the University's existing academic integrity procedures, providing any relevant evidence of AI misuse.

Course Calendar

Below, you will find a working list of what general topics can be expected to be covered in class this semester. Exact topics and dates listed below **may change** based on level of interest/understanding or other related issues. Any changes in the syllabus will be announced. For the major topics from each chapter, please refer to the class lectures.

Week/Reminders	Topics	Assignments	Due Dates
Jan 12 – Jan 16 <i>Jan 16: Last day to drop an individual course without fee penalty and without a W grade.</i>	Introduction to the Course and Syllabus Chapter 1: An Introduction to Business Statistics	Read syllabus thoroughly Get registered for MyLab	
Jan 19 – Jan 23	Chapter 3: Calculating Descriptive Statistics Chapter 6: Continuous Probability Distribution	HW1 from chapters 1 and 3 and HW2 from chapters 6 and 7: Open in MyLab on Tuesday, Jan 20, at 8 AM	
Jan 26 – Jan 30	Chapter 7: Sampling and Sampling Distribution		HW1 and HW2: Friday, Jan 30, at 11:59 PM
Feb 2 – Feb 6 Exam 1	Tuesday, Feb 3: Exam 1 Thursday: Chapter 8: Confidence Intervals		
Feb 9 – Feb 13	Chapter 8 (cont.) Chapter 9: Hypothesis Testing for a Single Population	HW3 from chapter 8 and HW4 from chapter 9: Open in MyLab on Tuesday, Feb 10, at 8 AM	
Feb 16 – Feb 20	Chapter 9 (cont.)		HW3 and HW4: Friday, Feb 20, at 11:59 PM
Feb 23 – Feb 27 Exam 2	Tuesday, Feb 24: Exam 2 Thursday: Chapter 10: Hypothesis Test Comparing Two Populations	HW5 from chapter 10: Opens on Thursday, Feb 26, at 8 AM	
Mar 2 – Mar 6 <i>Mar 6: Last day to drop a course or withdraw from all courses with a W grade.</i>	Chapter 10 (cont.)		HW5: Friday, Mar 6, at 11:59 PM
Mar 9 – Mar 13 Exam 3	Tuesday, Mar 10: Exam 3 Thursday: Workshop		

Week/Reminders	Topics	Assignments	Due Dates
Mar 16 – Mar 20 <i>Spring Break: Monday, Mar 16 - Friday, Mar 20 - No Classes</i>			
Mar 23 – Mar 27	Chapter 11: Analysis of Variance (ANOVA) Chapter 15: Multiple Regression and Model Building	HW6 from chapter 11 and HW7 from chapter 15: Open on Tuesday, Mar 24, at 8 AM	
Mar 30 – Apr 3	<i>Start of the Team Project</i>		HW6 and HW7: Friday, Apr 3, at 11:59 PM
Apr 6 – Apr 10	Team Project: Weekly Report 1		
Apr 13 – Apr 17 <i>Wednesday, Apr 15 - GCSU Research Day</i>	Team Project: Weekly Report 2		
Apr 20 – Apr 24	Team Project: Weekly Report 3		
Apr 27 – May 1	Tuesday: Team Project Wrap up and Preparation for Final Presentations Thursday: Final Presentations		
May 4 – May 6	Tuesday: Final Presentations Last day of TR classes		
May 7 – May 12 Final Exams <i>May 6: Last day to drop a course or withdraw from all courses with a WF grade.</i>	https://www.gcsu.edu/sites/default/files/documents/2025-12/Final Exam Schedule Spring 2026 2025-12.pdf Team Project Final Report Submission/Optional Comprehensive Exam: For Class Time, 11:00 am - 12:15 pm TR: Friday, May 8, 10:30 am For Class Time, 3:30 pm - 4:45 pm TR: Thursday, May 7, 1:00 pm For Class Time, 5:00 pm - 6:15 pm TR: Friday, May 8, 6:00 pm		