Course Information

Welcome to your Statistics course – I am happy to “see” you online in MyStatLab! I am Robin Davis…your Statistics Professor and I am looking forward to helping you this semester. Statistics is a difficult subject area and I have tried to make the course website organized and easy to navigate, so you will have an easier time learning the material. There is a lot of information for you to learn in order to get started, so hang in there and let me know if you have questions. Here is some information to help you understand the course layout and requirements:

1. When you log onto MyStatLab, the home page will contain a link to your STA course and other links on the page for help and support. Click on your course link from the MyStatLab home page and you will be directed to the course home page, which opens with the Course Home folder. Follow the instructions in the first announcement to learn to navigate the course. To begin the course, start in the Getting Started folder.

2. READ EVERYTHING YOU SEE and CLICK ON EVERY LINK 😊 Move your cursor over everything to see if it is an active link…active links will be underlined and are usually blue, but there may be links that are different colors in the course. When you open a folder, start with the first item, reading and clicking the links, if possible. Some items are just for information and some have clickable links containing additional information or tasks, such as the Syllabus Quiz. As you read and click through the items in a folder, complete them in order, following all instructions. When you get to the end of the folder, you are ready to continue to the next folder in the course...use the link at the bottom of the folder to proceed to the next folder...or you can use the navigation button for that folder on the left side of your course page.

3. Late work is NOT accepted past the assignment deadlines, so please complete assignments in plenty of time before the deadline expires. The course material and assignments are available 24/7, so you can work anytime that is convenient for you, unless we are completing an assignment in class. Be sure you follow the course calendar closely, so you do not miss assignment deadlines. Start the assignments on or before the specified dates on the calendar and watch video lectures and complete worksheets as you proceed through the workbook. Complete each assignment before the specified deadlines. When posting answers to assignments, be sure to allow enough time to deal with technical issues, because the assignments will NOT be made available after the deadlines have passed. The assignment deadline times are in EST zone. If you live in a different time zone, please adjust your calendar, so you do not miss deadlines due to the time difference.

4. The folders for the course are accessed using the course navigation buttons found on the left side of each course page. After following the directions in the Welcome Announcement, you will start with the Getting Started folder and continue through the Coursework folder, completing each exam block in order, as you progress through the semester. There are additional folders to assist you throughout the course, such as the Study Aids folder. Click each navigation button to become familiar with the folders and the course layout. Here are descriptions of the information found using these buttons:
- **COURSE HOME** – This folder contains course announcements, a weekly calendar, a progress tracker, and assignment reminders.

- **GETTING STARTED** – This folder contains all information and tasks to complete *before* starting the class. Print your course documents and read them thoroughly, making note of all course policies... *especially the Late Work policy, Withdrawal policy, and Final Course Grade policy*. Once you have finished reviewing the material, take the *Syllabus and Course Information Quiz*, located in the *My Assignments* folder. You must get 100% correct on this quiz to be able to start coursework. Introduce yourself in the *Discussion Board* and include a photo if you would like to.

- **COURSEWORK** – In the *Coursework* folder you will find additional folders containing specific information:
  - *Exam Block Folders* – These folders contain a list of tasks that must be completed for each exam
  - *eBook Contents* – This folder contains all of the chapters in the eBook
  - *StatCrunch* – This link takes you to the StatCrunch software for calculations
  - *Study Plan* – This folder contains your Study Plan that you can use to practice problems for mastery
  - *Study Aids* – This folder contains a variety of study aids, including probability tables, StatCrunch video tutorials, lecture notes, and PowerPoint slides.
  - *Online Tutoring* – This folder contains a link for free online tutoring through Pearson Education Services

- **MY ASSIGNMENTS** – In this folder, you will find a list of assignments to be completed, including due dates. Be sure to complete assignments by the deadlines specified on your course calendar. Late work is NOT accepted past the assignment deadlines.

- **MY GRADEBOOK** – The *My Gradebook* folder contains your list of completed assignments, the points received, and a *Review* link for each assignment. You may review assignments *after* the deadlines have passed by clicking the *Review* link. Grades are calculated on a points basis, so you can add the points received at any time, and divide by the total number of points so far, to verify the course average.

- **PROJECT DROPBOX** – Upload your project assignments into this folder by clicking on the appropriate project link at the top of the folder. You will review and comment on another project in this folder and post the comment in the Discussion Board forum for that specific project.

- **DISCUSSION BOARD** – Use this link to introduce yourself or to discuss questions you have with other students. You can email me at Robin.Davis@kctcs.edu or text me at (859)608-3420 and I can get involved if you can’t figure things out together.

- **ONLINE CLASSROOM** – The online classroom is a place where we can meet online in real time to discuss questions and work out problems. This is a great way to make understanding the difficult concepts and calculations easier.
- **GOT QUESTIONS?** – Find the answers to *Frequently Asked Questions* here.
- **MY PROFESSOR** – Find my contact information here.
- **EMAIL MY PROFESSOR** – Email me at Robin.Davis@kctcs.edu with questions or problems you might have, if you cannot find the answers in the course documents or *Got Questions?* folder.
- **SCHEDULE PROCTOR** – Find information here about how to make arrangements to take your proctored final exam.
- **FINAL EXAM INFO** – The permitted materials list and other information about the final exam can be found in this folder.

Boy, that’s a lot of information!!! Even though I have tried to make the course organized and easily accessible, there is a lot to learn about and figure out at the beginning of the class. If you have questions, you can text me at (859)608-3420 or email me at Robin.Davis@kctcs.edu. Good luck this semester!

~Professor Davis