I. Course Overview
In order to be effective and competent social work practitioners, it is important to have an understanding of statistics. Evidence-based practice requires that social workers not only read and understand research and the implications the results have for practice and policy, but also determine if the research is credible. In addition, social work practitioners must be able to analyze their own data and communicate the results.

II. Course Objectives
Upon completion of the course, students should have the ability to:

- Demonstrate knowledge of the basic functions of scientific inquiry
- Define, discuss, and utilize a range of statistical tools in terms of their purpose and the major questions they seek to answer
- State the logic underlying the use of various statistical procedures
- Apply basic descriptive statistical procedures to analyze data
- Apply selected inferential statistical procedures to analyze data
- Apply selected nonparametric statistical procedures to analyze data
- Analyze and interpret statistical data
- Embrace the scientific method

III. Course Format
Lecture
The twice-weekly lectures will be devoted to lecture, class discussions, and exercises.

Discussion Section
The discussion section will provide you with the opportunity to discuss homework and ask additional questions about class material. Section may also feature review exercises, small group work, or in-depth discussion on course content.

<table>
<thead>
<tr>
<th>Section Number</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>301</td>
<td>Tuesday &amp; Thursday</td>
<td>7:10pm – 8:00pm</td>
<td>Social Work 114</td>
</tr>
</tbody>
</table>
IV. Course Content

Week 1
Tuesday, May 24
Topic: Introduction to statistics
Required reading: Chapter 1

Thursday, May 26
Topic: Frequency distributions and graphs
Required reading: Chapter 2

Week 2
Tuesday, May 31
Topic: Central tendency
Required reading: Chapter 3
HOMEWORK 1 DUE

Thursday, June 2
Topic: Measures of variability; z-scores
Required reading: Chapter 3

Week 3
Tuesday, June 7
Topic: Normal distributions
Required reading: Chapter 4
HOMEWORK 2 DUE

Thursday, June 9
Topic: Hypothesis testing
Required reading: Chapter 5

Week 4
Tuesday, June 14
Topic: Hypothesis testing continued; sampling distributions
Required reading: Chapter 6
HOMEWORK 3 DUE

Thursday, June 16
Topics: Sampling distributions continued
Required reading: Chapter 6

Week 5
Tuesday, June 21
Review for midterm exam

Thursday, June 23
MIDTERM EXAM

Week 6
Tuesday, June 28
Topic: Analysis of variance; chi-square
Required reading: Chapters 7 & 8
HOMEWORK 4 DUE

Thursday, June 30
Topic: Chi-square continued
Required reading: Chapter 8

Week 7
Tuesday, July 5
Topic: Correlation analyses
Required reading: Chapter 9
HOMEWORK 5 DUE

Thursday, July 7
Topics: Correlation analyses continued
Required reading: Chapter 9

Week 8
Tuesday, July 12
Topic: Regression analyses
Required reading: Chapter 10
HOMEWORK 6 DUE

Thursday, July 14
Topic: Regression analyses continued
Required reading: Chapter 10

Week 9
Tuesday, July 19
Topic: Review for final exam
HOMEWORK 7 DUE

Thursday, July 21
FINAL EXAM
V. Texts and Reading Material for the Course
Required text:
Boston, MA: Allyn & Bacon.

VI. Evaluation of Student Outcomes: Assignments, Grading and Methods
Grading Structure
A total of 100 points is possible and final grades will be determined as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Number of Possible Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework (6 @ 7 points each, 1 @ 8 points)</td>
<td>50</td>
</tr>
<tr>
<td>Examinations (Two @ 25 points each)</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

Points          Grade  Criteria                                                                                           
-----------------  ------  ------------------------------------------------------------------
94-100           A      Outstanding, surpasses requirements in all areas                                                   
88-93            A/B     Surpasses requirements in many areas                                                            
82-87            B      Meets requirements in all areas                                                               
76-81            B/C     Meets requirements in some areas, below in others                                                   
70-75            C      Below requirements in most areas                                                              
64-69            D      Below requirements in all areas                                                               
<=63             F      Fails to meet minimal requirements in all areas, not acceptable                                       

**Any student may request to meet with instructor to discuss grading and assignments. Students receiving a grade less than “C” on the midterm exam will be asked to meet with instructor to discuss strategies for performance improvement.**

Homework Assignments
Seven homework assignments will be given in the course. Homework is due at the beginning of class the following Tuesday. Homework received after 6:00 p.m. the day it is due will be counted as late. Homework solutions will be discussed in discussion sections. Students are permitted to discuss homework assignments with other students in the class. However, the assignment you turn in must represent your own work. Simply copying another student’s homework is not permitted and will be handled according to the procedures established by the School of Social Work’s plagiarism policy. Homework problems requiring calculation should show all work (i.e., not only the final answer) - responses that do not show the calculations will be counted as incorrect.

Examinations
Two non-cumulative exams will be given in this course. Exams will cover the materials addressed in lectures and discussion. Exam questions will include multiple choice, true/false, and open-ended questions that require you to perform calculations, interpret results, and discuss statistical methods. 5-function calculators or simpler are permitted on exams.
VII. Course Policies

Attendance

Promptness
Prompt arrival to all sessions is required.

• Instructor may take actions deemed appropriate if a student is consistently tardy.
• Instructor may also consider a significantly late arrival or early departure as an absence.

Absence
To ensure a quality educational experience, students must attend and participate in classes.

• Attendance will be taken at each class and students’ level of participation noted.
• Excused and unexcused absences:
  ~ The first unexcused absence will result in a student’s grade being dropped one full grade.
  ~ The second unexcused absence will place the student at risk for failing the course.
  ~ On a case-by-case basis, it is left to the instructor’s discretion as to what is defined as an excused absence as well as to determine appropriate follow up plans.
• Students are responsible for completing any class requirements for the day missed, and for obtaining from a fellow classmate any assignments, materials, and communications missed due to absence, late arrival, or early departure.
• Students who must be absent due to emergencies should contact the instructor prior to the start of class to be considered for an excused absence.

Reading Assignments
You are expected to have read all assigned material prior to the class date under which the readings are listed above. Reading and critically evaluating what you have read is necessary so that you can learn, actively participate in class discussions, and successfully complete assignments.

Late Homework Assignment Policy
Homework assignments are due at the beginning of the class period on the date specified. Students who believe they have a legitimate reason for turning in a late assignment should contact the instructor prior to the due date. Unapproved late assignments will be marked down two points for each day they are late.

Students with Disabilities
If you require accommodations to obtain equal access to this class or to any course assignments, please contact the instructor as soon as possible.

Student Behavior Policy
In order to learn, we must be open to the views of people different from ourselves. Each and every voice in the classroom is important and brings with it a wealth of experiences, values, and beliefs. In this time we share together over the semester, please honor the uniqueness of your fellow classmates, and appreciate the opportunity we have to learn from each other. Please respect your fellow students’ opinions and refrain from personal attacks or demeaning comments of any kind. Finally, remember to keep confidential all issues of a personal or professional nature discussed in class.

The instructor may adjust the syllabus on an as-needed basis if circumstances arise throughout the term. Students will be promptly notified of any change.