Instructor:
Rhonda DeCook
211 Schaeffer Hall, 335-3249
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Class Time and Location:
MWF 1:30-2:20pm 116 MacBride Hall

Course Goals and Objectives:
The primary goal for this course is for students to gain some experience in applying statistical methods as a statistical consultant. The intention is to have students work with a client from another discipline and/or data generated from a client, and perform an appropriate analysis. You will draw upon the statistical methods you have learned in your courses up to this point, and you may also need to expand your ‘statistical toolbox’ by reading statistics journal articles, statistical texts, or other resources, regarding new types of analyses. Additional goals include communicating statistical ideas orally and in writing, and gaining knowledge of ethical practices (for human-subjects-related research).

Course Website:
http://www.stat.uiowa.edu/~rdecook/s173/s173.html

Office Hours (or by appointment*):
Monday 10-11am
Wednesday 10-11am
Thursday 2-3pm
*I expect a large amount of communication in this course to occur through email.

Text:
None required. I expect we will read some journal articles which will be available on-line. I may also use an excerpt from a text which will be provided to you.

Software:
You should have knowledge of SAS and R as a prerequisite for this course. You will probably use both, depending on the particular analyses that you work on. If you have knowledge of other statistical software packages (such as SPSS), please let me know, as we could potentially put that knowledge to good use.

Final Exam: Friday, May 14, 2:15pm.
Coursework:
There will be some regular assignments in the course that will be turned-in. The topic and structure (as well as the timing) will depend on our class-client involvement. Some possible assignments: perform an analysis on a data set and provide a report/write-up as you would give to a client, read a journal article on a new type of analysis, write a ‘hypothetical’ journal article, or respond in writing to a statistical question asked by a non-statistical individual.

You will hopefully be spending time on very individualized projects related to client work with individuals from around the University. You will work in pairs or small groups on these projects. I will attend some client meetings, but (most likely) not all of them. Presently, I have some clients available for our course, but if you are aware of any potential clients, please let me know.

Once things are underway, we may begin class with a check-in, where members of each project team describe the current status of their projects. After check-in, we may spend remaining time discussing certain client projects in depth, or discussing ‘hypothetical’ client projects or issues. The number of projects any one student is assigned to or completes depends on the complexity of the projects and the number of clients available.

I expect students to present their analyses of client work in class. If the client is available, I would also like them to come to class during the presentation. These presentations will probably be followed by questions or discussion.

Attendance is crucial in this course. I certainly expect students to be present for all the presentations (and they will be announced in advance), and to be at class on a regular basis. If you must be gone for someone else’s presentation, please inform me in advance of the conflict and we will discuss options for you. I will take attendance into consideration for grades.

We may develop an on-line repository of our project analyses which would allow everyone to have access to project work that class members have done. This depends on the available technology.

Grading Policy:
Graduate students will be graded S/U, and undergraduate students will be graded on the tradition A-F scale. Every student must show evidence of significant activity in the course and on the projects. Verification of contribution by group members may be sought through questionnaires. Questionnaires suggesting non-contribution by a member (or low-quality of input) may affect the student’s S or U grade (or A-F grade).

Activity reports may be requested for students actively working with clients. For instance, this may be a bi-weekly activity report. Again, this may be part of the class on-line repository.
All project reports will be evaluated and scored on a scale of 0 to 5. In order to earn an S, graduate students must average a 3.5 or higher. Graduate students must also be satisfactory (S) on all other assignments and/or activity reports. Undergraduate course grades will be based on the average of project scores, assignments, and/or activity reports.

I expect students to not leave any clients hanging at the end of the semester. If a project is not complete, you can at least provide a preliminary report to your client as a place for them from which to continue. Please allow this course to continue receiving clients in the future... i.e. please be professional (be on-time, be clear, be courteous, etc.)

**Administrative Home of the Course:**
The College of Liberal Arts and Sciences is the administrative home of this course and governs matters such as the add/drop deadlines, the second-grade-only option, and other related issues. Different colleges may have different policies. Questions may be addressed in 120 Schaeffer Hall or see the CLAS Student Academic Handbook: www.clas.uiowa.edu/students/academic_handbook/index.shtml

**Electronic Communication:**
University policy specifies that students are responsible for all official correspondences sent to their standard University of Iowa e-mail address (@uiowa.edu). Students should check this account frequently. (Operations Manual, III.15.2. Scroll down to k.11.)

**Academic Fraud:**
Plagiarism and any other activities when students present work that is not their own are academic fraud. Academic fraud is a serious matter and is reported to the departmental DEO and to the Associate Dean for Undergraduate Programs and Curriculum. Instructors and DEOs decide on appropriate consequences at the departmental level while the Associate Dean enforces additional consequences at the collegiate level. See the CLAS Student Academic Handbook.

**Making a Suggestion or a Complaint:**
Students with a suggestion or complaint should first visit the instructor, then the course supervisor, and then the departmental DEO. Complaints must be made within six months of the incident. See the CLAS Student Academic Handbook.

**Accommodations for Disabilities:**
A student seeking academic accommodations should first register with Student Disability Services and then meet privately with the course instructor to make particular arrangements. www.uiowa.edu/~sds/
Understanding Sexual Harassment:
Sexual harassment subverts the mission of the University and threatens the well-being of students, faculty, and staff. All members of the UI community have a responsibility to uphold this mission and to contribute to a safe environment that enhances learning. Incidents of sexual harassment should be reported immediately. See the UI Comprehensive Guide on Sexual Harassment at www.uiowa.edu/eod/policies/sexual-harassment-guide/index.html for assistance, definitions, and the full University policy.

CLAS Final Examination Policies:
Final exams may be offered only during finals week. No exams of any kind are allowed during the last week of classes. Students should not ask their instructor to reschedule a final exam since the College does not permit rescheduling of a final exam once the semester has begun. Questions should be addressed to the Associate Dean for Undergraduate Programs and Curriculum.

Reacting Safely to Severe Weather:
In severe weather, class members should seek appropriate shelter immediately, leaving the classroom if necessary. The class will continue if possible when the event is over. (Operations Manual, IV.16.14. Scroll down to e. h. and i.)

DEO Contact Information:
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