



## **BUSI 5801 P: Statistics for Managers**

### **FALL 2025**

Students should read this course outline before the first class. Unless the student informs the instructor otherwise by the first class, it is assumed that the student agrees to the terms in this course outline.

Instructor	Ernest Kwan
Email address	ernest.kwan@carleton.ca
Class times	TBA
Modality	In person classes
Office hours	TBA
Teaching assistant	TBA

**Prerequisites and preclusions:** No prerequisite courses. Precludes additional credit for BUSI 5904. Students are expected to know basic math (e.g., order of operations, solving for one unknown variable in one equation).

**Course calendar description:** Techniques for using data to make an informed use of statistics. Applications, interpretation, and limitations of results. Sampling, descriptive statistics, probability concepts, estimation and testing of hypotheses and regression, using practical business situations.

**Instructor's description:** This course teaches the student how to interpret data analysis results from common applications of statistics.

**Learning objectives:** To understand fundamental data analysis results, to recognize limitations in statistics

**Required materials:** Students are not required to purchase textbooks or other learning materials for this course. Students should have reliable internet access, a computer with video conferencing capability (e.g., to facilitate online office hours).

**Grading scheme:** Quizzes are worth 40% of final course grade, exam is worth 60%.

#### **Important dates / course schedule:**

Date	Module	Quiz *
Week before Dec. 12	1	1, due Dec. 11
	2	2, due Dec. 11
Dec. 12	3	3, due Dec. 12
	4	4, due Dec. 12
Dec. 13	5	5, due Dec. 13
	6	

\* Quiz is due at 11:59 PM of the due date

Final exam date: The exam takes place the week after Dec. 13. Any missed exam will be addressed according to school policy.

### Policies and accommodations

<https://students.carleton.ca/course-outline/>

<https://carleton.ca/pmc/current-students/academic-accommodations/>



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### Additional information on deliverables and grading

Quizzes: Quizzes are intended to deepen the student's understanding of the course content. Thus, students are expected to review lecture notes to help complete quizzes. These quizzes entail individual work, not group work.

Late or missed quizzes: Because solutions are posted after the quiz deadline, late or missed quizzes are not accepted; they receive a mark of 0. For quizzes administered on Brightspace, please *submit* when you are finished; failure to do so will result in a mark of 0.

Exam: Exam questions are similar to quiz questions, but exam questions are generally more difficult. Additional information about the exam will be given during the course.

e-Proctoring: The University's e-proctoring system (CoMaS) will be used to administer the (midterm and) final exam. These exams are in-person, but we will still use this system as you will be writing using your laptops. Details about this system and your requirements will be laid out well before the exams so that you are ready. You can find more information at <https://carleton.ca/ses/e-proctoring/>.

The minimum computing requirements for e-proctoring service are as follows:

- Hardware: Laptop
  - OS: Windows 10, Mac OS 10.14, Linux Ubuntu 18.04
  - Internet Browser: Google Chrome, Mozilla Firefox, Apple Safari, or Microsoft Edge
- Note: Tablets, Chromebooks and Smartphones are not supported at this time. Windows-based tablets are not supported at this time.

Mark reappraisal: If a student would like to reappraise a mark, please inform the instructor by email within 3 calendar days of receiving the mark. This email must identify the specific quiz or exam questions and explain the disagreement with the original evaluation. To ensure efficiency in course administration, **only reappraisals that comply with these instructions will be processed.**

**Preparation and participation:** Students should attend all lectures and participate in class discussions.

**Contribution to Program Learning Goals ([MBA](#)):**

MBA Learning Goal	Not covered	Introduced	Taught but not assessed	Taught <u>and</u> assessed
<b>MB1 Leadership and Collaboration</b> <i>Graduates will be equipped for leadership and collaboration.</i>	✓			
<b>MB2 Communication</b> <i>Graduates will be effective communicators</i>		✓		
<b>MB3 Critical Thinking and Problem Solving</b> <i>Graduates will be skilled in critical thinking and problem solving.</i>				✓
<b>MB4 Functional Knowledge</b> <i>Graduates will have functional knowledge of all areas of business.</i>	✓			
<b>MB5 Global Business</b> <i>Graduates will have an appreciation of the global environment of business.</i>	✓			
<b>MB6 Ethical Reasoning</b> <i>Graduates will be skilled in ethical reasoning and decision-making.</i>	✓			

**ADDITIONAL INFORMATION****Course sharing websites**

Materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

**Recommended calculator for examinations**

If you are purchasing a calculator, we recommend any one of the following options: Texas Instruments BA II Plus (including Pro Model), Hewlett Packard HP 12C (including Platinum model), Staples Financial Calculator, Sharp EL-738C & Hewlett Packard HP 10bII

**Group work**

The Sprott School of Business encourages group assignments. They provide you with opportunities to develop and enhance interpersonal, communication, leadership, followership and other group skills. Group assignments are also an effective way to learn integrative skills for putting together a complex task. Your professor may assign one or more group tasks, assignments, or projects in this course. Before embarking on a specific problem as a group, it is your responsibility to ensure that the problem is meant to be a group assignment and not an individual one.

## Letter grades

In accordance with the Carleton University Undergraduate Calendar (p 34), the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100	B+ = 77-79	C+ = 67-69	D+ = 57-59	F = Below 50
A = 85-89	B = 73-76	C = 63-66	D = 53-56	
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52	

Grades entered by Registrar:

WDN = Withdrawn from the course

DEF = Deferred

## Academic regulations

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here: <https://calendar.carleton.ca/grad/gradregulations/>

## Requests for academic accommodation

Carleton is committed to providing academic accessibility for all individuals. You may need special arrangements to meet your academic obligations during the term. The accommodation request processes, including information about the Academic Consideration Policy for Students in Medical and Other Extenuating Circumstances, are outlined on the Academic Accommodations website ([students.carleton.ca/course-outline](https://students.carleton.ca/course-outline)).

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

- **Pregnancy**

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: <https://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf>

- **Religious obligations**

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: <https://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf>

- **Students with disabilities**

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made. <https://carleton.ca/pmc/>

- **Survivors of sexual violence**

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and its survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: <https://carleton.ca/sexual-violence-support/>

- **Student activities**

Carleton University recognizes the substantial benefits, to both the individual student and the university, that result from participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

For more information on academic accommodation, please contact the departmental administrator or visit: <https://students.carleton.ca/course-outline/>

### **Academic integrity**

Violations of academic integrity—presenting another’s ideas, arguments, words or images as your own, using unauthorized material, misrepresentation, fabricating or misrepresenting research data, unauthorized co-operation or collaboration or completing work for another student—are a serious academic offence, weaken the quality of the degree, and will not be tolerated. Penalties may include; a grade of Failure on the submitted work and/or course; academic probation; a refusal of permission to continue or to register in a specific degree program; suspension from full-time studies; suspension from all studies at Carleton; expulsion from Carleton, amongst others. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy which is available, along with resources for compliance at: <https://carleton.ca/registrar/academic-integrity/>

### **Centre for student academic support**

The Centre for Student Academic Support (CSAS) is a centralized collection of learning support services designed to help students achieve their goals and improve their learning both inside and outside the classroom. CSAS offers academic assistance with course content, academic writing and skills development. Visit CSAS on the 4th floor of MacOdrum Library or online at: <https://carleton.ca/csas/>

### **Other important information**

- Students must always retain a copy of all work that is submitted.
- All final grades are subject to the Dean’s approval.
- For us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid CARLETON address. Therefore, in order to respond to your inquiries, please send all email from your Carleton cmail account. If you do not have or have yet to activate this account, you can do so by visiting <https://carleton.ca/its/get-started/new-students-2/>