

<b>Professor</b>	Paul Damien
<b>Office</b>	CBA 5.242
<b>Office Hours</b>	<b>Mon/Wed</b> 11:30 a.m. to 1:15
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<b>Course Web Page</b>	Blackboard
<b>Teaching Assistants</b>	None

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## Course Objectives

This course introduces the concepts of mathematics and statistics with an emphasis on applying them to business problems. By the end of the term you will learn to make rational decisions in a variety of business contexts using quantitative notions.

## Leadership and this Course

A noteworthy quality of leadership is the ability to ratiocinate quantitatively and qualitatively. This course targets this aspect of leadership.

## Materials

*Text: Data Analysis and Decision Making with Microsoft Excel*, by Albright, Winston, Zappe. Custom Edition for UT-Austin

*Data:* All the data files referred to in the book are on the CD ROM that is in the back of your textbook. Or you can locate them by following the instructions on the back side of the textbook cover.

Additionally, where necessary, I will post data files that are not in the book. Please note that the file names which appear on the PPT slides are not links; that is, you cannot access the data files from the PPT slides; you can only access them from the CD ROM.

*Software:* The Decision Tools and StatTools Suite: Make sure to have these installed. The link where you can access the software is under “to install COE software”, which can be found here:

<http://www2.mcombs.utexas.edu/tech/training/students/MBA/software.asp>

Do NOT install software before Sep 1, since the software expires on August 31.

SWAT can help. They are located in the basement of the business school building.

*Blackboard:* All the files will be posted under Course Documents, where separate folders have been created based on file type.

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## Course Requirements and Grading

**Assignments:** Two individual assignments; one team assignment. I will assign teams using a randomized scheme. Due Dates will be announced at least two weeks before they are due.

**Tests:** There will be two in-class Tests. (**October 13 and November 22**). There is no final exam.

**Grade Breakdown:** Tests = 40%; Team Assignment = 20%; Individual Assignments = 40%.

The standard McCombs grading policy for courses will be used to determine your final grades. Please note that there is no way I can guess at what your final grade will be until the final assignment has been graded. The overall grade for the course will be determined when I curve the total of all the components that comprise the grade.

NO make-up Tests or Assignments will be entertained. You **MUST** take the tests in the section in which you are enrolled. **NO EXCEPTIONS!!**

## Schedule

### PART I: PRELIMINARIES

The topics listed below are ideas you covered in the prerequisite to this course. We will review *some* of these preliminaries. Additionally, you are required to know the material from the prerequisite course, and that are not listed below.

At the end of each chapter, the textbook details functions or options in Excel (or STATTOOLS) you need to know. Additionally, on *Blackboard*, I will post details of certain Excel options as and when needed to help you gain a more solid understanding of the use of the software. In this regard, an Excel Tutorial file has been posted. Please make sure that you practice with commands that you don't know. In particular, practice with the DATA TABLES and IF-THEN illustrations. I will not go over them in class since you are expected to know Excel for the course.

**Practice Problems:** Work as many problems as time permits in the back of the text. Additionally, you should try to work out those examples in the book that we don't cover in class. This will be helpful since you have access to detailed solutions to these examples.

I have also posted a math tutorial file on Logarithms and Exponentials. Please read carefully.

Chapter 2: Sections 2.1 through 2.6

Chapter 3: Sections 3.1 through 3.6

Chapter 6: Sections 5.1 through 5.6

Logarithms/Exponentials Math Review Session

## PART II: REGRESSION

Chapters 10 will be covered in its entirety.

Chapter 11: all sections except 11.5 through 11.9, inclusive. The examples in these chapters are the strong point. But the order of presentation might be confusing to some students. Hence, please follow my lecture synopses and you will do just fine.

Logistic Regression: this chapter appears at the end after the Index pages.

Detailed computer analysis will be provided in class and/or via *Blackboard*.

## PART III: BASIC SIMULATION MODELS

Chapter 15 will be covered entirely.

### McCombs Classroom Professionalism Policy

The highest professional standards are expected of all members of the McCombs community. The collective class reputation and the value of the Texas BBA experience hinges on this.

The Texas BBA classroom experience is enhanced when:

- **Students arrive on time.** On time arrival ensures that classes are able to start and finish at the scheduled time. On time arrival shows respect for both fellow students and faculty and it enhances learning by reducing avoidable distractions.
- **Students display their name cards.** This permits fellow students and faculty to learn names.
- **Students attend the class section to which they are registered.** Learning is enhanced when class sizes are optimized. Limits are set to ensure a quality experience. When section hopping takes place some classes become too large and it becomes difficult to contribute. When they are too small, the breadth of experience and opinion suffers.
- **Students respect the views and opinions of their colleagues.** Disagreement and debate are encouraged. Intolerance for the views of others is unacceptable.
- **Laptops use.** ZERO tolerance for web surfing, emailing, etc, during class hours.
- **Phones and wireless devices are turned off.** **ZERO** tolerance for these devices in class. After the 2<sup>nd</sup> warning, you will lose 15 points off of your test scores. Usually that translates to a drop in the final letter grade.

### Academic Dishonesty

Zero tolerance for acts of academic dishonesty. Such acts damage the reputation of the school and the degree and demean the honest efforts of the majority of students. The minimum penalty for an act of academic dishonesty will be a zero for that assignment or exam.

### Students with Disabilities

Upon request, the University of Texas at Austin provides appropriate academic accommodations for qualified students with disabilities. Services for Students with Disabilities (SSD) is housed in the Office of the Dean of Students, located on the fourth floor of the Student Services Building. Information on how to register, downloadable forms, including guidelines for documentation, accommodation request letters, and releases of information are available online at <http://deanofstudents.utexas.edu/ssd/index.php>.

Please do not hesitate to contact SSD at (512) 471-6259, VP: (512) 232-2937 or via e-mail if you have any questions.