Lab GSI: Sahar Z Zangeneh  
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Webspace: http://www.umich.edu/~saharzz  
Office Hours: T TH 10:00-11:30 am 2237 Chem

Lab Sections:  
Section 19: Monday 5:30-7:00 pm, 444-B MH  
Section 49: Monday 8:00-9:30 pm, 444-B MH

Course Website:  
http://www.stat.lsa.umich.edu/~bkg/stat350/

Lab Structure and Goals:  
• Each lab is one hour and twenty minutes long. Should a lab finish early, the remaining time will be used for review and/or questions. During this time, there is usually some review and SPSS instruction, but also some times designed to be interactive. Take advantage of these times, and participate!  
• Lecture will teach you the tools you need to address some common problems in statistics. In lab, we will focus on applying those tools in practice. In particular, we:  
  o Learn how to use SPSS to analyze data.  
  o Practice solving problems.  
  o Allow you to work with your classmates in application-oriented mini-projects.

Required Material:  
• In addition to generally scholarly material, each student should bring his or her Qwizdom remote, yellow formula card, and relevant computer modules.

Lab Attendance Policy:  
• Lab attendance is mandatory. Attendance will be recorded each week and one percentage point will be deducted from your final lab grade for each unexcused absence.  
• A maximum of 2 labs can be made up (before Wednesday) with prior permission. Please email the GSI of the lab you would like to attend to make sure there is space (cc the email to me). At the make-up lab, see the GSI for a “Lab Make-Up” form that will need to be signed. You will then return this form to me the following week.  
• Participation is important for your success in lab and will be recorded throughout the semester. Please do not use the computers for purposes other than completing lab assignments, and then only when it appropriate to do so.

Homework:  
• Be sure you read and follow the homework guidelines as posted on CTools.  
• Homework is due at the START of this lab the week after it is assigned on CTools. It should be placed in the designated folder when you arrive. If you are late, do not hunt for the folder.  
• Homework turned in during the lab will be accepted for half credit. Homework will not be accepted after the lab. Any homework received after the due date will receive zero points. The two lowest homework scores of the graded assignments will be dropped.  
• Each homework assignment is worth 15 points.  
• Homework must be complete, legible, professionally presented, and include all supporting work/graphs. Please physically attach all supporting work.  
• You are encouraged to work with fellow students in studying and doing homework. However, copying homework from someone else is strictly prohibited and will result in a score of 0 for that assignment.
Grading:
Twenty percent of your grade is earned in this lab. The breakdown follows:
- 15% Homework
- 5% Lab Participation (Qwizdom, mini-projects, attention, discussion, etc.)

Qwizdom System:
- We will be using the Qwizdom Response System on a weekly basis. You are expected to bring your own remote, and log in each week with your UMID as your User ID. You are also responsible for logging into the correct session, as there might be multiple sessions running in nearby rooms. This system will be used for taking attendance, evaluating participation, and providing both you and the GSI immediate feedback on the level of understanding in the class.

Group Mini-Projects:
- Group mini-projects may be assigned to give you experience applying what you learn in the course to new situations. These mini-projects will generally be completed during lab, and will count towards the participation part of your grade.

Communicating with your GSI:
- Email is the best way to get in touch with me when we are not in lab session for any questions you may have. Please include “Stats 350” in your subject, and allow one business day for a response. (Read this as: I don’t check emails regularly over the weekend!)

Special Accommodations:
- Please let me know if you need special accommodations due to learning disabilities, religious practices, or any other reasons. You will probably also want to visit the Office of Services for Students with Disabilities.

Tips for Success:
- *Know that you can succeed.* This class works for those who work. You do not need to have exceptional math skills, but you do need to put in the time on a week by week basis.
- *Practice, Practice, Practice.* Do the required homework and the suggested problems throughout the semester. Don’t just try to cram before the exam. (However, do the practice exams and the reviews when appropriate.) You will frustrate yourself, your friends, and your GSI. Besides…you will actually learn the material if you do the problems as they come.
- Use all the available resources. This course is very well organized, and there are many resources available to you. Take advantage of these resources by checking them and reading them!
- Pay attention to wording. The interpretations of certain ideas are nuanced, so please pay attention to their wording.
- Attend lecture and lab. Learning the material on your own is not fun, especially not at the last minute.
- Don’t wait until the last minute. Enough said.
- Don’t lose points for careless reasons. Follow directions, don’t skip labs or homework, don’t cheat, and don’t forget to put your name on your paper.
- Don’t be afraid of the math. We use computers and calculators to handle the numbers. We need your brain to tell us what the numbers mean…and what they don’t mean.
- Communication is important. Write in complete sentences, as clearly as you can. Don’t assume anything is obvious to the reader. Also, do not try to write down every possible answer, hoping for credit. We generally grade the worst answer you give on homework and exams, so pick the one you think is best.
- Check the CTools sites regularly. There are often updates and helpful materials uploaded. Similarly, you should read my emails as they are sent to you.