

Course Syllabus: Applied Research College of Education and Professional Studies EDUC 6753-X10 Fall 2025

Instructor: Dr. Dittika Gupta

Office: Bridwell 220

Student Availability Hours: Tuesday 11:00am-12:00pm, Wednesday -10:30-11:30am and Thursday 11:00-12:00pm and 1:00-3:00pm. I am also happy to meet outside of office hours if there is a need. Don't hesitate to contact me to find a convenient time for both of us. A Zoom link will be posted on D2L for joining virtually. Due to the nature of the field classes and teaching in-person and online, office hours may change if I am at a school observing or there would be a longer wait if I am with a student in the office. I will always post updates on D2L and/or send an email about any changes in the office hours. Please feel free to send me an email or put it in on the 'Course Question Discussion board' if you need to meet outside of the office hours or for checking-in.. Please note that there would be no office hours during MSU closures.

Class Hours: Online with 2 mandatory class meetings via zoom. You will get

to schedule your own time from the time slots provided.

Office phone: 940-397-4269

E-mail: dittika.gupta@msutexas.edu

Instructor Response Policy

All assignment questions and logistics will be communicated through the "course question discussion board". This discussion board will be on D2L and a place for you to post all your queries, confusions, and questions about the course. This is the <u>FIRST way</u> to contact me for any questions. This will not only allow us to be organized but also help get input from peers and clarify additional questions for the class. Peers are welcome to answer, add to the query, or follow-up.

In case you need to talk to me – Yes, sometimes it will help to talk than using the discussion board – please use my office phone number (940)397-4269 and leave a message with your phone number, name, and course number (EDUC 6753) in case you end up in a voice message box. This would be the second way of communication.

The third way of communication would be emailing at

dittika.gupta@msutexas.edu. NOTE- I will not be answering questions regarding assignments via MSU email but those queries would receive an automatic reply of posting on the course question discussion board. All other queries are most welcome. During the week (Monday – Friday), I will respond to emails with 24 hours. Do not expect a response from me on Holidays and weekends. As professionals, it's important that we implement boundaries around home and work. Please try to ask your questions before the weekend which requires you to plan and be proactive on your assignments. Fourth way to communicate would be to email me or put a message on the course question discussion board to set up a meeting time outside of the office hours. For office hours, no prior scheduling is needed. You can simply click the link and join the zoom.

Textbook & Instructional Materials

- Required Book 1: Publication Manual of the American Psychological Association (7th ed.) (American Psychological Association, 2019)
- Required Book 2: Reading Statistics and Research (6th Ed.) (Huck, 2011)
- Required: Handouts, online or hard copy journal articles and books as assigned.
- Recommended Book 1: Educational Research: Planning, Conducting, and Evaluating Quantitative and Qualitative Research (5th ed.). (Creswell, 2014)
- Recommended Book 2: Statistics for People Who (Think They) Hate Statistics (7th ed.) (Salkind & Frey, 2019)

Course Description

Practical application of quantitative and qualitative research theory and methodology leading to the completion of a formal report of original empirical research (file paper and video presentation).

Prerequisites

18 graduate hours to include EDUC 5053 with a grade of C or better.

Course Objectives and Learning Outcomes

Upon successful completion of the course, the students will be able to

- identify a researchable problem in their professional practice; then design, and implement an action research project to improve their practice.
- understand and design informed consent to protect human subjects. Students can analyze their data and derive empirical findings that inform their practice.
- effectively use APA (7th Edition) to format their research paper and bibliographic guide.

- apply sound theory and methodology in research design.
- make professional decisions--as reflective practitioners--based on empirical data and sound scientific research.
- understand and protect the rights of participants involved in research.
- be critical and scholarly in their use of published research to define issues and resolve problems in education.

Study Hours and Tutoring Assistance

The TASP offers a schedule of selected subjects tutoring assistance. Please contact the TASP, (940)397-4684, or visit the ASC homepage for more information.

Tutoring & Academics Supports Programs

Student Handbook

Refer to: Student Handbook

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

Office of Student Conduct

Intellectual Property

By enrolling in this course, the student expressly grants MSU a *limited right* in all intellectual property created by the student for the purpose of this course. The *limited right* shall include but shall not be limited to the right to reproduce the student's work product in order to verify originality, authenticity, and educational purposes. Please check with the <u>Student Handbook</u>, available from the link provided in the webpage of <u>the Office of Student Rights and Responsibilities</u>.

Academic Honesty

Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given) will not be considered. I use turnitin for the assignments as needed and D2L directly syncs with it (you do not have to do anything). You will be able to see the plagiarism percentage and are welcome to make changes and resubmit **BEFORE** the due date. *Any plagiarism of 30% and above is too much and the assignment will not be graded, given a zero, and no make-up allowed!!! The same percentage also applies for any AI work. *Any AI similarity of 30% of above is not accepted. Your final culminating paper should present original work synthesized and

analyzed by literature and collected data.

Grading/Assessment

All the assignments are due in the dropbox before 11:59 pm on Sundays (unless otherwise stated in the class). Please make sure to submit them before the deadline. **I will not accept** the assignments in any other form (email attachments, hard copies, and so on). **Late work policy will apply consistently and fairly to ALL assignments.** Late work policy is 25% off per day per assignment (including Saturday and Sunday). So, if the assignment is for 100 points, you can make a maximum score of 75 after one day, 50 after two days, 25 after three days, and zero after 4 days even if all your answers are correct.

Table 1: Points allocated to each assignment.

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	Assignment	Points	
1	Introduction Assignment	15	
2	LitReview Assignment (graded but the grade is replaced by the one earned on the final paper at the end of the semester)	50	
3	CITI certificate	10	
4	Written Assignments #1, #2, and #3	90	
5	APA-7 Assignment	50	
6	Research Questionnaire	15	
7	Chapter Quizzes	75	
8	Zoom Meetings (Mandatory) 5 points each for two meetings	10	
9	Research Document	25	
10	IRB Application	50	
11	Data Submission	5	
12	Final Research Paper (Rubric will be provided)	150	
13	Final Research Presentation (Rubric will be provided)	30	
	Total	575	

^{***}subject to change as per the needs of the class

Table 2: Letter Grade and Percentage

Percentage	Letter Grade
90% - 100%	Α
80% - 89.99%	В
70% - 89.99%	С
60% - 79.99%	D
Below 60%	F

^{***} There will be NO rounding and grades will be calculated with two decimal points.

Projects Required

You are required to submit your final research paper (carries 150 points) and a presentation of the research (carries 30 points). The final research paper will be a culmination of your work in EDUC 5053 and in this course and graded holistically. You will be allowed to use these assignments for your certified courses, if needed. Make sure that you submit these papers in a timely manner to use them as requirements for your degree plan.

Research Paper Requirements

- There should be at least 10 references.
- The paper should be in APA 7th edition style.
- The rubric to evaluate your paper will be shared and followed
- You should present (submit a video) your research. Further details will be provided on D2L.
- The due dates and the timeline of the research outlined in this syllabus is tentative and will change to meet your individual research needs.
- If you plan to graduate this semester, it is important that you meet with your academic advisor to determine the research requirements (presentation, paper, committee and so on) according to your degree plan, at the earliest. There are different requirements to be met regarding your research paper based on your degree plans and discipline of studies.

CITI Research Ethics and Compliance Training Certificate

It is mandatory for all students to complete or renew the online preparatory course from CITI. You are required to produce the certificate before you apply for Human Subjects Approval. Please log on to the <u>CITI web link</u> (Collaborative Institutional Training Initiative (CITI Program), 2021)for training and certificate. You should select and complete the training "Human Subjects Research (HSR)" to become eligible to do research in this class. More details are available on D2L.

Assignments

Quizzes

Chapter Quizzes will have 15 to 20 multiple-choice questions and will be timed to maximum of 2 hours. It is an open book quizzes and hence you can use notes or your book on the quizzes. Details will be given through "Watch me First" on D2L. Purpose of the quizzes is to evaluate your understanding of the statistics and different concepts of research methodology so that you can read research articles.

APA Assignment

APA assignment will be conducted this semester that focuses on in-text

citations and writing of the paper and will follow APA 7th edition. This will be a written response and details will be on D2L. The goal of the assignment is to help you understand in-text citations for your final research paper.

Research Doc Assignment

This course requires each student to submit a IRB application or a blanket application. The research document is based on the IRB application components. This is done so that each student can receive feedback and use that to submit the IRB application. Timely submission of the IRB application is crucial for completion of the course.

Assignment Re-do

There will be NO re-do on any assignments. I strongly recommend forming study groups and using GroupMe. I am happy to meet during office hours or schedule zoom sessions outside of office hours either individually or for groups for any support and help. I would be happy to meet with students who would need statistical analysis support.

Make-up work

No make-up work is not allowed for any assignments, including the mid-semester exam.

Required Mandatory Zoom Meetings.

You are required to meet as a class two times during the course. The dates and times are on the schedule and hence plan accordingly. The class meeting would last for 30-40 minutes (as stated in syllabus) and you have to stay the entire time to earn credit as stated in Table 1.

Human Subjects Approval from IRB

All students must fill out a Human Subjects Application (IRB application) and submit it in D2L. By filling the application, you will learn different requirements for conducting research involving human subjects. There are chances that your research does not include human subjects. Nevertheless, it is required that you know the tenets of human subjects in your research. The IRB application will be graded based on the rubric provided (in D2L). Depending on your project and your subjects, we may or may not apply for the MSU IRB approval. If your research requires human subjects, and you do not have an approved IRB by the end of the semester- you will receive an incomplete since there can be no data collection or analysis without an IRB!!! Please schedule individual meetings with me if you have any confusion.

Extra Credit

There will be extra credit opportunities provided as per the needs of the class.

Late Work

Lateness of the submission will be determined by D2L. Please understand that D2L does not take into account holidays or weekends and so do I. For example, if the due date of a particular assignment were 11:59 pm,

8/31/2025, and you submitted the assignment at 12:00 am, 9/1/2025, the D2L dropbox will mark your assignment as ONE day late. **I will go by the D2L decision and will consider your assignment as ONE day late.** To avoid missing the due date by such hairline margins, I advise you to submit the assignment well ahead.

25% off per day per assignment (including Saturday and Sunday). So, if the assignment is for 100 points, you can make a maximum score of 75 after one day, 50 after two days, 25 after three days, and zero after 4 days if all your answers are correct. **There is NO late work zoom meetings**! All this is non-negotiable!!! If there are any issues/confusions, contact me **BEFORE** the assignment is due. Details for every week will be given through "Read Me First" or "Watch me First" in the respective folders

NOTE: Computer or D2L issues do not provide an excuse. Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with D2L as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into D2L through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor. Do not wait till the last minute to submit the assignment. Delays or sending through email will be counted late!

Blank submissions or submitting wrong files in D2L

Extreme care should be taken when you submit your final document. If by any chance you submit a wrong file, make sure to submit the correct one as early as possible. All the drop-boxes are set to accept multiple files. I will evaluate the file that you submitted. If I have to notify you that you submitted the wrong file, and allow you to resubmit it, your grade will be 75% if the resubmission is within the date I would specify in the feedback.

Disposition and Reading feedback

It is crucial that you read the feedback for your assignments and exhibit professionalism. There are a lot of moving pieces in this course such as certification requirements, IRB requirements, participants and research location, data analysis and many other things. I will support you to be successful and guide you throughout the course, however that requires you to read feedback, answer emails timely, show growth, and professionalism as needed for a masters student. The feedback will have instructions to improve your understanding of the topics that we discuss in our class, in addition to pointing out the mistakes in the submitted assignments. I am happy to meet individually via phone, virtually, or in person to discuss feedback.

Attendance / Participation

Students should participate in all classes. Logging into D2L at least once a week and working diligently on assignments will be considered as your attendance for the week. In case of an emergency situation that will not allow

you to log on to D2L, please let me know as early as possible. One week's absence will result in a loss of 20 points from your earned points. Two weeks' absences will result in 50 points loss, contact to the advisor, and alert being issued to graduate school and student services. Excessive absences might also result in instructor-drop, if required.

Inclement Weather Policy

In the case of campus closure due to inclement weather, updates will be shared through GroupMe and posted in the News section. The class will follow MSU's official guidance regarding closures and weather-related disruptions. The instructor will monitor and communicate with students to provide updates through the D2L news section and via the communication policy. The course schedule provides deadlines for the assignments and may be visited by the instructor as per the needs of the class. This course will continue as scheduled unless indicated by the instructor.

Instructor-drop

As per the College policies, an instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. Instructor will give the student a verbal or written warning prior to dropping the student from the class. The instructor-drop takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 8 weeks of this semester. After this period, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

Important Dates

Last day for term schedule changes: August 26-29. Check date on <u>Academic Calendar</u>.

Deadline to file for graduation: September 23. Check date on <u>Academic</u> Calendar.

Last Day to drop with a grade of "W:" November 25. Check date on <u>Academic Calendar</u>.

Refer to: Drops, Withdrawals & Void

Online Computer Requirements

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. Assignments are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings. Computers

are available on campus in various areas of the buildings including the Clark Student Center (CSC). Your computer being down is not an excuse for missing a deadline!! There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student help desk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they will be able to help you get connected to our online services.

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the <u>Schedule of Classes</u> each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described, two formulas (federal and state) exists in determining the amount of the refunds (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, Student Wellness Center

Phone: 940-397-4140

Email: disabilityservices@msutexas.edu

Website: DSS Webpage

Current documentation of a disability will be required in order to provide

appropriate services, and each request will be individually reviewed.

College Policies

Campus Carry Rules/Policies

Refer to: Campus Carry Rules and Policies

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by MSU TEXAS Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit <u>Campus Carry</u>.

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit <u>Safety / Emergency Procedures</u>. Students are encouraged to watch the video entitled "Run. Hide. Fight." which may be electronically accessed via the University police department's webpage: "Run. Hide. Fight."

Obligation to Report Sex Discrimination under State and Federal Law

Midwestern State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. State and federal law require University employees to report sex discrimination and sexual misconduct to the University's Office of Title IX. As a faculty member, I am required to report to the Title IX Coordinator any allegations, personally observed behavior, or other direct or indirect knowledge of conduct that reasonably may constitute sex discrimination or sexual misconduct, which

includes sexual assault, sexual harassment, dating violence, or stalking, involving a student or employee. After a report is made, the office of Title IX will reach out to the affected student or employee in an effort to connect such person(s) with resources and options in addressing the allegations made in the report. You are also encouraged to report any incidents to the office of Title IX. You may do so by contacting:

Laura Hetrick

Title IX Coordinator
Sunwatcher Village Clubhouse
940-397-4213

laura.hetrick@msutexas.edu

You may also file an online report 24/7 at Online Reporting Form

Should you wish to visit with someone about your experience in confidence, you may contact the MSU Counseling Center at 940-397-4618. For more information on the University's policy on Title IX or sexual misconduct, please visit Title IX Website

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University $\underline{\sf MSU\ Catalog}$

On-line Courses

On-line courses are a convenient and effective method of learning. However, online courses require organization skills. The following are some recommendations to be successful in this course:

- Schedule at least 7 to 9 hours a week for this course.
- Adhere to the due dates. You may turn in assignments early. Seek clarification for any concern in a timely manner.

Wish you all success in this course. Please enjoy the experience of understanding, analyzing, and synthesizing research.

Course Schedule

Disclaimer Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor to meet the needs of the class appropriately.

*All assignments are due on Sunday – 11:59pm. Please see attached document for a detailed course schedule.

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Classes	Topics and Readings	Assignments

Week 1 Aug 25 th to Aug 31st	Read the Course SyllabusGetting Started with Research	Introduction Discussion Board DUE Aug 31 st - 11:59pm Research Questionnaire
		DUE Aug 31 st -11:59pm
Week 2 Sept 1 st to Sept 7 th	CITI TrainingLiterature Review	CITI Training Certificate DUE Sept 7 th -11:59pm
(Sept 1 st – Holiday)	Readings: Uploaded on D2L	Sign-up for Zoom mandatory meeting #1- Sept 3 rd (Wednesday) - Choice of times given
		Literature Review DUE Sept 7 th – 11:59 pm
Week 3	 Univariate Data 	
Sept 8 th to Sept 14 th	Readings: Huck- Chapter 2	Written Assignment #1 DUE Sept 14 th - 11:59pm
Week 4	Components of a Research Paper	
Sept 15 th to Sept 21 st	 Purpose Statement Reacher Question and Hypothesis Research procedure and participants 	Research Document DUE Sept 21st - 11:59pm
	 Anonymity and Confidentiality 	
Week 5	Readings: Uploaded on D2LValidity and ReliabilitySampling	Quiz # Chapter 4 DUE Sept 28 th – 11:59pm
Sept 22 nd to Sept 28 th	Readings: Huck – Chapters 4 and 5	Quiz # Chapter 5 DUE Sept 28 th – 11:59pm
Week 6	Hypothesis Testing	·
Sept 29 th to Oct 5 th	Readings: Huck Chapter 7	Quiz # Chapter 7 DUE Oct 5 th - 11:59pm
Week 7	Components of a Research Paper	
	 Research Methodology 	IRB Application DUE Oct 12 th
Oct 6 th to	Participants and informed	-11:59pm
Oct 12 th	consentMid-Semester exam	Optional Zoom – IRB Application - TBA
	Use Research document feedback	
Week 8	APA Rules and Guidelines	APA Assignment DUE Oct 19th -
Oct 13 th to	APA Manual 7th edition	7.1.717.00.g

Oct 19 th		11:59pm
Week 9 Oct 20 th to Oct 26 th	Work on your literature review and Written Assignment #2	Work Week given No assignments due this week!
Week 10 Oct 27 th to Nov 2 nd	 Independent sample T-test Dependent sample t-test Mann Whitney test Uploaded Readings and Reverse intervented	Written assignment #2 DUE – Nov 2 nd -11:59pm
Week 11 Nov 3 rd to	PowerPointsANOVAPost-Hoc	Quiz # Chapter 11 DUE Nov 9 th - 11:59 pm
Nov 9 th	Readings: Huck - Chapters 11 and 12	Quiz # Chapter 12 DUE Nov 9 th - 11:59 pm
		Mandatory Zoom #2 this week - TBA
Week 12 Nov 10 th to Nov 16 th	 Data Collection and Submission Week Writing of the Research Paper 	Data Submission DUE Nov 16 th - 11:59 pm
	Revise Literature Review	Work on Assignment #3, Literature Review, and final paper
Week 13 Nov 17 th to Nov 23 rd	ANOVAPost-HocReadings: Huck - Chapters 11 and 12	Written Assignment #3 DUE Nov 23rd -11:59pm
Week 14 Nov 24 th to Nov 30 th (Nov 26 th to 30 th – Thanksgiving Break)	 Data Analysis and Writing the Research Paper Revise Literature Review *Check the Research Paper Rubric 	No Assignments due this week! Enjoy the break and work on your final paper
Week 15 Dec 1 st to Dec 7 th	 Data Analysis and Writing the Research Paper Revise Literature Review 	Work Week for the Revision of Literature Review and Writing of the Research Paper
	*Check the Research Paper	

	Rubric	
Week 16 Dec 8 th to Dec 14 th	 Final paper and Video Presentation Submission *Check the Research Paper Rubric 	FINAL PAPER DUE by Dec 9 th -11:59pm (Tuesday) – Extra Days FINAL PRESENTATION DUE by Dec 9 th -11:59pm (Tuesday) – Extra Days

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References

American Psychological Association. (2019). *Publication Manual of the American Psychological Association* (7th ed.). American Psychological Association.

Collaborative Institutional Training Initiative (CITI Program). (2021). Research, Ethics, and Compliance Training: CITI Program.

Https://About.Citiprogram.Org/. https://about.citiprogram.org/en/homepage/Creswell, J. W., & Clark, V. L. P. (2017). *Designing and conducting mixed methods research*. Sage publications.

Creswell, J. W. (2014). Educational Research: Planning, Conducting, and Evaluating Quantitative and Qualitative Research (5th ed.). Pearson. Creswell, J. W. (1999). Mixed-method research: Introduction and application. In *Handbook of educational policy* (pp. 455-472). Academic Press. Creswell, J. W., & Creswell, J. D. (2018). *Research Design: Qualitative, Quantitative, and Mixed Methods Approaches* (5th ed.). SAGE Publications, Inc.

Huck, S. W. (2011). *Reading Statistics and Research* (6th ed.). Pearson. Merriam, S. B. (1998). Qualitative Research and Case Study Applications in Education. Revised and Expanded from" Case Study Research in Education.". Jossey-Bass Publishers, 350 Sansome St, San Francisco, CA 94104. Patton, M. Q. (2014). Qualitative research & evaluation methods: Integrating theory and practice. Sage publications.

Salkind, N. J., & Frey, B. B. (2019). *Statistics for People Who (Think They) Hate Statistics* (7th ed.). SAGE Publications, Inc.

Wish you all success in this course!!!