



Course Syllabus: Data Based Decision Making  
College of Enter here  
EDLE 6073 Section X10/DX1  
Spring 2023

Contact Information

Instructor Matthew Capps  
Office: BH 101D  
Office hours: MTW 9-11  
Office phone: (940) 397-4138  
Cell Phone: (940) 613 -6884  
E-mail: [matthew.capps@msutexas.edu](mailto:matthew.capps@msutexas.edu)

Instructor Response Policy

I will respond to emails/texts within 24 hours. I do not look at D2L every day. If you need a quick response email the address above.

Textbook & Instructional Materials

Salkind, N.J (2020). *Statistics for people (who think) they hate statistics*. (7<sup>th</sup> ed). Los Angeles. Sage

Pallant, J. (2020). *SPSS Survival Manual*. (7<sup>th</sup> ed.). New York. McGraw Hill

Course Description

Objective of this course is to prepare educational leaders to understand how to use data to solve problems in schools. Data sets utilized emerge from school and district level problems. The tools presented are oriented toward understanding what the data means, how to properly evaluate it and also present the data in a usable format. The course includes a section of presenting complex information to a broader, community-based audience, rather than an academic audience.

Course Objectives/Learning Outcomes/Course Competencies

This course is designed to provide students with data analysis techniques for basic inferential statistics. After completing this course, students should be able to: (1) generate meaningful research questions and statistical hypotheses, (2) answer research questions by analyzing data using statistical software such as SPSS, and (3) interpret statistical information.

## Student Handbook

Refer to: [Student Handbook-2019-20](#)

### 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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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](#)

### Grading/Assessment

#### Course Evaluation

Homework 4*50 points each -	200 points
Mid-term exam	100 points
Final exam	100 points
Total	400 points

#### Grades

A	360-400
B	320-359
C	280-319
D	240-279
F	0-239

### Homework

There will be multiple homework assignments given in this course, many of which will require your use of SPSS. The goals of these assignments are: (1) to ensure you understand how to input data; (2) to ensure you understand how to run various analyses discussed in the course; and (3) to ensure you understand how to interpret SPSS output. Per the latter, many of these assignments will involve you interpreting the results of output in a written document. Written reports of output should follow APA style (7th edition), and should be treated as if included in a manuscript. The homework is take home, open source. However, your answers are yours alone.

### Mid-Term and Final Exams

Both the Mid-Term and Final Exam are applications of exercises and homework you have completed in class. They are intended to assess your ability to make decisions about data, which tests to run, interpret results and write in a professional manner. Both exams are take home, open source. However, your answers are yours alone.

### Extra Credit

Nope

## Late Work

Also nope

## Make Up Work/Tests

Still nope

## Important Dates

Face to Face Meetings – each of these will occur at the Flower Mound campus.

January 27

March 30

April 20

Last day for term schedule changes: January 16-19

Deadline to file for graduation: February 12

Last Day to drop with a grade of "W:" April 24th

Refer to: [Drops, Withdrawals & Void](#)

## Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program 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.

All assignments are submitted as word documents in D2L. Word press, PDF, google docs, etc.. are not accepted and will be counted as 0.

## Attendance

This is a hybrid course so attendance is not part of the requirement in the online portion. However, the course is challenging. If you do not stay on top of the reading, you will quickly get left behind.

General guidelines for time commitment are as follows.

2-3 hours per hour of course credit for class preparation (reading)

1 hour per hour of course credit for course engagement (course engagement, watching videos, discussion etc..)

This means for a 3 hour course you should expect to devote 10-12 hours per week.

One of the cornerstones to the WCOE Ed.D experience is the opportunity to interact with colleagues from across other campuses, districts and professions. To this end, we hold Saturday classes three times per long semester. Students

are expected to maintain a physical and professional engagement in these experiences. However, we do understand some circumstances cannot be avoided. Therefore, we have established the following policy

- 1 absence = make up required experiences/coursework with colleagues
- 2 absences = final grade will be lowered by one letter and make up required experiences/coursework with colleagues
- 3 absences = F

### 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 and tests are due by the due date, and personal computer technical difficulties will not be considered 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 as well as the Academic Success Center. **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 helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

### Resources

Our lab has SPSS available. However, we want you to have the convenience of working from home on this as well. To do that you will need access to a computer with a high-speed internet connection and the following software: Microsoft PowerPoint, Microsoft Word, and IBM® SPSS® Statistics Standard GradPack 28. If you can put it on a laptop, that would be best so that we can work through issues during face to face meetings. A student version is available through this website <https://studentdiscounts.com/product/ibm-spss-statistics-grad-pack-28-0-standard-6-month-windows-or-mac-download-install-on-up-to-2-computers/>

Make sure that you are able to access SPSS Base, Advanced Statistics and Regression.

### 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 Schedule of Classes 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 below, two formulas (federal and state) exists in determining the amount of the refund. (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, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### 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 WATC. 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.

### Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

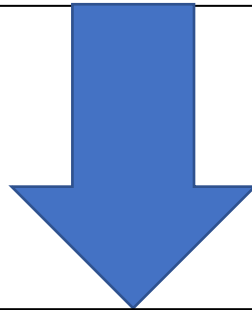
Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

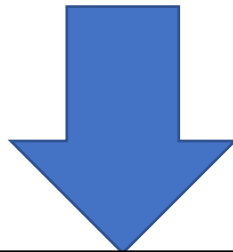
Class Day/Date	Topics	Corresponding Chapters	Grades
Week 1 January 16-21	Introduction Course Requirements and Expectations		
Week 2 January 22-28	Descriptive statistics, charts, histograms	Salkind 2-4 and 8 Pallant 6-8	F2F January 27
Week 3 January 29- Feb 4	Hypothesis Testing, t-tests	Salkind 7, 9-12 Pallant 17	
Week 4 Feb 5 – Feb 11			
Week 5 Feb 12 – Feb 18	ANOVA (One way, repeated measures, maybe ANCOVA and two way)	Salkind 13 Pallant 18	HW #1 Due Feb 12 (Cover week 2-4 topics)
Week 6 Feb 19- Feb 25		Salkind p. 335 Pallant 22	
Week 7 Feb 26 – March 3			HW #2 Due March 4 (Covers week 5 and 6 topics)
Week 8 March 4 – March 10	Mid-Term		Due March 11 8AM
Week 9 March 11 - 17	<b>Spring Break</b>		

Week 10 March 18- March 24	Correlation	Salkind 5, 15 Pallant 11	
Week 11 March 25-March 31	Linear and Multiple Regression	Salkind 16, p 335 Pallant 13, 14	F2F March 30
Week 12 April 1- April 7	Linear and Multiple Regression	Salkind 16, p 335 Pallant 13, 14	
Week 12 April 8 – April 14			HW #3 Due April 16 8 <sup>th</sup> (Covers week 10-12 topics)
Week 13 April 15- April 21	Non-parametrics	Salkind 17, Pallant 16	F2F April 20
Week 14 April 22 – April 28	Non-parametrics continued		
Week 15 April 29 – May 5			HW #4 Due May 6 (Covers week 13- 15 topics)
Final May 6 – May 11	Final		Due May 10 9AM

Exercises – everyone working on the same data through the same problem. Examples are provided through video.



Homework – Broader application of exercises. Some data will be similar but the problems are the same. Tutorials are available as needed (let me know).



Exams (Midterm and Final) – These are real world based problems that you will have to resolve. You have your own data but the same problem. You will likely get a different outcome than someone else and you would both be correct.