FALL 2004

INSTRUCTORS:

LECTURE       LAB           SECTION
Stu Ward       John Harnisher Zembaba Ayalew
sew9@columbia.edu   To Be Announced za2110@columbia.edu
212.854.5941 (o) To Be Announced To Be Announced
Office 407A    Lab 507      Office 407A

MEETING TIMES & LOCATIONS:

LECTURE       LAB                SECTION
Sat., 3 PM – 5 PM 1- Tue., 6:30 PM - 8:30 PM Sat., 5 PM – 7 PM
Lecture Room 407 2- Sat., 5:00 PM -7:00 PM Office 407A
Lab 507: 5th Floor Lab Area

REQUIRED TEXTS:
1. ISBN: 0942154991 Statistical Analysis:
   An Interdisciplinary Introduction to Univariate and Multivariate Methods;
   Sam Kash Kachigan; New York, Radius Press
2. ISBN: 0155078631 Quantitative Methods for Public Administration:
   Techniques and Applications, Third Edition; Susan Welch and John Comer
   Harcourt College Publishers /South-Western Publishing/Thompson Learning

RECOMMENDED SOFTWARE:
1. SPSS 12.0.1 (Grad version)
2. Excel 2000 or later (Ad-ins: Analysis ToolPak & Solver Ad-in)

COURSE OVERVIEW:
The objective of this course is to provide professionals with the statistical resources necessary to make reasonable decisions about policy problems and business challenges, based on quantitative research. In order to accomplish this goal, a fundamental understanding of graduate-level statistics and its applications will be taught. During the first semester, students will learn the basics of probability and statistics. By the end of the second semester, students will be able to apply basic analytical techniques and, ultimately, will be qualified to make management decisions based on research conducted by professional analysts.
COURSE OVERVIEW, (continued):
The prerequisites for this course are basic mathematics and high school algebra. No prior knowledge of statistics or calculus is necessary. However, performing well in the course requires attendance of all classes, completion of all assignments, and staying current with the required readings. Following these guidelines will result in being successful in this class.

Note that the syllabus contains both required readings and additional recommended readings. The required readings must be completed before the corresponding lecture. The recommended readings are designed only for those students who need or want a more in depth treatment of the subject matter.

The structure of the course is as follows. During the first semester, we will begin with the fundamental concepts of data collection and organization. We will progress to summarization and description of the data. After an introduction to probability, we will begin to focus on statistical methods, which will be applied to test hypotheses about the data. During the second semester, we will study and apply more advanced techniques, which will refine your analytical methods and improve the accuracy of your decisions. At every step, we will be focusing on the application of statistics to policy problems.

Finally, because today’s statistical analysis is performed with computers, during this course you will become familiar with a popular statistical software package: SPSS. This software package is a key element to saving time while doing research. Doing the analysis by hand is very cumbersome, so I strongly advise you to follow the labs closely to avoid wasting this time.

In summary, we will begin with the basics of data collection and move quickly into probability and, finally, focus deeply on more and more advanced statistical methods. To help expedite your research, your readings, lectures and assignments will be complemented by significant exposure to SPSS. Throughout this time, your analytical skills will improve and, most importantly, your ability to make policy decisions will increase.
FALL 2004 SYLLABUS:

Sept. 11: [LECTURE #01] Fundamental Concepts: Course Overview & Intro. to Statistics
Required
Kachigan- Chapters 1 & 2
Welch- Chapters 1 & 2

Sept. 11: [ Lab #01 Section I ]
Sept. 14: [ Lab #01 Section II ]

Sept. 18: [LECTURE #02] Descriptive Statistics: Data Measurement & Reduction
Required
Kachigan- Chapter 3
Welch- Chapters 3 & 5

Sept. 18: [ No Statistics Lab ]
Sept. 21: [ No Statistics Lab ]

Sept. 25: [LECTURE #03] Descriptive Statistics: Central Tendency & Variation
Required
Kachigan- Chapters 4 & 5
Welch- none

Sept. 25: [ Lab #02 Section I ]
Sept. 28: [ Lab #02 Section II ]

Oct. 02: [LECTURE #04] Basic Probability: Random Variables & Independence
Required
Kachigan- Chapters 6
Welch- none

Oct. 02: [ No Statistics Lab ]
Oct. 05: [ No Statistics Lab ]
Oct. 09: [LECTURE #05] Advanced Probability: Probability Distributions  
Required  
  Kachigan- Chapter 20  
  Welch- none

Oct. 09: [ No Statistics Lab ]  
Oct. 12: [ No Statistics Lab ]

Oct. 16: [LECTURE #06] Intro. to Statistical Inference: Sampling, Parameter Estimation  
Required  
  Kachigan- Chapters 7 & 8  
  Welch- none

Oct. 16: [ Lab #03 Section I ]  
Oct. 19: [ Lab #03 Section II ]

Oct. 23: [LECTURE #07] Intro. to Statistical Inference: Hypothesis Testing  
Required  
  Kachigan- Chapter 9  
  Welch- Chapter 7

Oct. 23: [ Lab #04 Section I ]  
Oct. 26: [ Lab #04 Section II ]

Oct. 30: No Lecture  
Oct. 30: [ No Statistics Lab ]  
Nov. 02: [ No Statistics Lab ]

Nov. 06: MID-TERM EXAM  
Nov. 06: [ No Statistics Lab ]  
Nov. 09: [ No Statistics Lab ]
Nov. 13: [LECTURE #08] Analysis of Categorical Data: Contingency Tables
Required
   Kachigan- none
   Welch- Chapter 6

Nov. 13: [ Lab #05 Section I ]
Nov. 16: [ Lab #05 Section II ]

Nov. 20: [LECTURE #09] Analysis of Categorical Data: Measures of Association
Required
   Kachigan- Chapter 13
   Welch- none

Nov. 20: [ No Statistics Lab ]
Nov. 23: [ No Statistics Lab ]

Nov. 27: No Lecture
Nov. 27: [ No Statistics Lab ]
Nov. 30: [ No Statistics Lab ]

Dec. 04: [LECTURE #10] Intro. to Analysis of Variance: One-Way ANOVA
Required
   Kachigan- Chapter 12
   Welch- none

Dec. 04: [ Lab #06 Section I ]
Dec. 07: [ Lab #06 Section II ]
FALL 2004 SYLLABUS, (continued):

Dec. 11: [LECTURE #11] Intro. to Regression Analysis: Simple Linear Regression
Required
    Kachigan- Chapter 11
    Welch- Chapter 8

Dec. 11: [ Lab #07 Section I ]
Dec. 14: [ Lab #07 Section II ]

Dec. 18: FINAL EXAM
Dec. 18: [ No Statistics Lab ]
Dec. 21: [ No Statistics Lab ]

(WINTER BREAK)

ADDITIONAL RESOURCES
   ➔ Requires Columbia Account
   ➔ Columbia ACIS will provide access
   ➔ Use to purchase software with academic discount
   ➔ Requires Columbia e-mail address for verification

FALL 2004 GRADING SUMMARY
1. Lecture Assignments: 20%
2. Lab Assignments: 20%
3. Mid-Term Exam: 30%
4. Final Exam: 30%