

## **HLP 6515 Evaluation Procedures (online)**

**Spring semester 2023**

### ***Instructor***

Andrei P. Kirilenko  
Associate Professor  
190B Florida Gym; 352.2941648  
[andrei.kirilenko@ufl.edu](mailto:andrei.kirilenko@ufl.edu)  
Zoom: <https://ufl.zoom.us/j/95287073932>

### ***Grader***

Yeonsoo Jo; [y.jo@ufl.edu](mailto:y.jo@ufl.edu)

### ***Department Chair***

Dr. Rachel Fu  
Room FLG 240D; [racheljuichifu@ufl.edu](mailto:racheljuichifu@ufl.edu)

### ***Dean of Student:***

<https://care.dso.ufl.edu/instructor-notifications/>  
352-294-2273

### ***Office hours***

Monday 8-10 pm (Zoom <https://ufl.zoom.us/j/95287073932>)  
Wednesday 9:30-11 am (in person or email for Zoom)

## **Summary**

This course consists of two parts – theoretical and practical. From the theory perspective, this is an introductory course in descriptive and inferential statistics. The course approaches the abstract concepts in a systematic and logical progression, so that they are easily attainable. The topics include levels of measurement, frequency distributions, measures of central tendency and dispersion, probabilities and normal distribution, sampling distribution of the mean, and confidence intervals, among others. Students will learn the logic of hypothesis testing and have a general understanding of how the statistical procedures – t-test, one-way ANOVA, chi-square, correlations and regression – work. They will learn how to select an appropriate statistical test for a given research question.

From the practical angle, the course teaches basic data analysis skills through hands-on lab assignments involving real data, mostly from social sciences, sports, and tourism. The lab part of the course has a steep, but manageable, learning curve when students get to know SPSS software, its interface, and main commands. Throughout the course, students should allocate the appropriate amount of time for SPSS assignments.

## Learning objectives

At the end of the course students are expected:

- to acquire basic working knowledge of SPSS and advanced Excel;
- to know how to read SPSS output and interpret test results;
- to be able to select appropriate statistical procedures for answering a particular research question;
- to know how to apply most common univariate and bivariate statistical tests;
- to be able to organize, present, and interpret data in SPSS and Excel.

The course objectives are reached through lectures, homework and lab assignments, data analysis projects, as well as quizzes and exams.

## Reading

1. Ritchey, Ferris J. (2008). *The statistical imagination*, 2<sup>nd</sup> ed. McGraw-Hill (required). The book is out of print; rent or buy a used book on Amazon: <https://www.amazon.com/Statistical-Imagination-Elementary-Statistics-Sciences/dp/0072943041>
2. Field, A. (2013). *Discovering statistics using SPSS*. Sage publications. (recommended). You can get any other recent introduction to SPSS book.

IMPORTANT! In the video lectures and lab instructions prepared for this course there are references to the supplemental textbook website and materials like datasets. **The website is no longer available**, therefore, disregard those references. Datasets will be provided for you in respective modules.

## Software

### Software

You will need to use SPSS software for your homework and in-class assignments. If you are located on campus, you can use UF computer labs. The computer lab locations and schedules are available at <https://labs.at.ufl.edu/computer-labs/>

You may find it more convenient to install SPSS software on your computer. IBM SPSS can be acquired in two alternative ways:

1. Cheap and fast; no Internet needed: You can lease the student's edition from the University of Florida at discounted rate (\$35 per annum): <https://software.ufl.edu/software-listings/spss-licensing-for-students.html>.
2. Free but needs fast Internet connection: You can use the remote access to SPSS through the UF apps: <http://info.apps.ufl.edu/> . You may need to install Citrix Receiver prior to using this service.

Note: The instructor does not solve technical issues related to installation of SPSS software. For issues with technical difficulties, contact the UF Help Desk at <http://helpdesk.ufl.edu>; (352) 392-HELP (4357).

## Course organization

Course material is divided into the modules. One week is allocated for each module, with the exception of Module 1 which takes longer. A typical module includes (1) a lecture (up to three video segments); (2) SPSS lab instructions (video); (3) a quiz; (4) homework problems from the textbook; and (5) an SPSS assignment. Quizzes and assignments provide valuable practice and serve as previews of what is expected for exams. They also help students keep up with the course material. Since in teaching this course I am temporarily replacing Dr. Stepchenkova who is away from campus during this semester, video segments will usually be taught by Dr. Stepchenkova.

This class has many assignments, therefore, allocate the appropriate amount of time to this course. You may find it beneficial to study material with a fellow student to get a better grasp of concepts. However, the final version of the assignment that you submit should be your own work. Do not directly copy the work of another student! Homework is preparation for quizzes and exams; therefore, it is counterproductive to let someone else do your thinking.

**IMPORTANT:** Closely follow the course “logistics” with respect to submission of your work. All assignments (quizzes, problems from the textbook, and SPSS labs) for a typical module are due after the last day of the module, on Tuesday at noon. Note that Module 1 is longer and has two weeks to complete assignments; other modules are one week long. Late submissions are penalized: Thursday before 5 pm -20%. Notice that **there are no late submissions for quizzes and exams!**

To facilitate learning in the online format, keys to textbook assignments are provided after assignments are submitted. Because of that arrangement, I will not accept your submission after Thursday 5 pm. Notice that the lowest HW score is dropped, therefore, your overall grade will not be affected by missing the final deadline for one assignment. Save this “allowance” for a real emergency!

**EXAMS:** There will be two exams – a midterm and a final. More details will be provided in the weeks before the exams. **DO NOT MISS AN EXAM!** Make-up exams will be given only under the most serious circumstances (e.g., illness, accident, or emergency). Your reasons should be properly documented and will be verified. The instructor will follow the UF policy in deciding whether your circumstances grant a make-up.

## Grading

### Source percent of grade:

- 2 exams: 40%
- 8 short quizzes: 10% (the lowest score is dropped)
- 6 textbook assignments: 15% (the lowest score is dropped)
- 10 SPSS lab assignments: 15% (the lowest score is dropped)
- 2 data analysis projects: 20%

**TOTAL 100%**

**Grading scale:** grades will not be rounded

	A = 93-100%	A- = 90-92.99%	
B+ = 87-89.99%	B = 83-86.99%	B- = 80-82.99%	
C+ = 77-79.99%	C = 73-76.99%	C- = 70-72.99%	
D+ = 67-69.99%	D = 63-66.99%	D- = 60-62.99%	E = 59.99% or lower

If you noticed a scoring error, notify the instructor within one week that a scoring error is made. No issues regarding scoring will be reviewed after midnight of April 22, 2015.

## **Policies**

The plagiarism and other violations of the academic honesty will be punished with 0% grade for the assignment; additionally, after the second incident the offender will be reported to the head of department and/or graduate school for possible actions. The UF defines plagiarism in the following way (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>):

*“(a) Plagiarism. A student shall not represent as the student's own work all or any portion of the work of another. Plagiarism includes but is not limited to:*

- 1. Quoting oral or written materials including but not limited to those found on the internet, whether published or unpublished, without proper attribution.*
- 2. Submitting a document or assignment which in whole or in part is identical or substantially identical to a document or assignment not authored by the student.”*

Further, each student is expected to abide by the Honor Code: “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity” (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>). Please refer to the abovementioned Honor Code for a complete explanation of the University of Florida Academic Honesty Policy.

**UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES:** Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

**UNIVERSITY POLICY ON ACADEMIC MISCONDUCT:** Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <http://www.dso.ufl.edu/students.php>. Each student is expected to abide by the Honor Code (6C1-4.017; <http://regulations.ufl.edu/chapter4/4017.pdf>): "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

**NETIQUETTE: COMMUNICATION COURTESY:** All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. <http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf>

## **Resources**

## HEALTH AND WELLNESS

---

- **U Matter, We Care:** If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or (352) 392-1575 so that a team member can reach out to the student.
- **[Counseling and Wellness Center \(Links to an external site.\)](http://www.counseling.ufl.edu)**(<http://www.counseling.ufl.edu>), 392-1575; contact University Police at (352) 392-1111 or 911 for emergencies.
- **Sexual Assault Recovery Services (SARS).** Student Health Care Center, 392-1161.
- **[University Police Department \(Links to an external site.\)](http://www.police.ufl.edu/)**, <http://www.police.ufl.edu/>, 392-1111 (or 9-1-1 for emergencies).

## ACADEMIC RESOURCES

---

- **[E-learning technical support \(Links to an external site.\)](#)**: (352) 392-4357 (select option 2) or e-mail to [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu); <https://lss.at.ufl.edu/help.shtml>.
- **[Career Resource Center: \(Links to an external site.\)](#)** 392-1601; Reitz Union; Career assistance and counseling; <http://www.crc.ufl.edu/>
- **[Library Support \(Links to an external site.\)](http://cms.uflib.ufl.edu/ask)**, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- **[Teaching Center \(Links to an external site.\)](#)**, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <http://teachingcenter.ufl.edu/>
- **[Writing Studio \(Links to an external site.\)](http://writing.ufl.edu/writing-studio/)**, 302 Tigert Hall, 846-1138. Help with brainstorming, formatting, and writing papers. <http://writing.ufl.edu/writing-studio/> ([Links to an external site.](#))
- **[UF online/internet privacy statement: \(Links to an external site.\)](http://privacy.ufl.edu/privacy-policies-and-procedures/onlineinternet-privacy-statement/)** UF's statement about privacy and data security. <http://privacy.ufl.edu/privacy-policies-and-procedures/onlineinternet-privacy-statement/>

## I.D.E.A. RESOURCES

---

- IDEA stands for Inclusion, Diversity, Equity and Access. <https://cdo.ufl.edu/resources/field-guides/>