SYLLABUS for the course: STATISTICS

Basic data for the course	
Academic unit:	Faculty of Economics
Title of the course:	STATISTICS
Level:	Bachelor
Status of the course:	Obligatory
Year of studies:	First year – Second semester
Number of hours per week:	2+1
ECTS credits:	4
Time/location:	Faculty of Economics, University of Prishtina "Hasan Prishtina"
Tutor:	Rahmije Mustafa-Topxhiu
Tutor's contact details:	rahmije.topxhiu@uni-pr.edu
Content of the course	The course covers the following topics: IMPORTANCE OF STATISTICS: Key Statistical Concepts; Statistical Applications in Business and Economics; Statistical Applications in Finance and Marketing; DESCRIPTIVE STATISTICS I: Data Types; Graphical Techniques; Frequency Distributions; Summary Measures (Central Tendency, Dispersion, Skewness, Location): DESCRIPTIVE STATISTICS II: Probability Theory and Rules; Discrete and Continuous Probability Distributions: INFERENTIAL STATISTICS: Sampling Distributions; Estimators and Estimates; Confidence Intervals; Hypothesis Testing; Simple Linear Regression.
Course's objectives:	This course will familiarize students with the rudiments of statistical theory and prepare them for effective academic and professional practice in the process of statistical research.
The expected outcomes:	After completing this course, students should be able to: Explain and apply principles of study design and data collection; Produce and interpret graphical summaries of data; Produce and interpret numerical summary statistics; Understand properties of the normal curve; Graphically and numerically describe the relations between two quantitative variables; Infer properties of a population from a sample; Compute simple probabilities of events.
The students' workload *(hours per semester, ECTS)*	

Activity	Week	Hours	Total

Lectures	15	2	30
Seminars (theoretical and practical)	1	15	15
Case studies			
Direct contact with tutor	5	1	5
Field research	1	2	2
Colloquiums (tests)	2	1	2
Homework	5	1	5
Individual study (at library or at home)	3	13	39
Final preparation for the exam			
Evaluation	1	1	1
Projects, presentation etc.	1	1	1
Total			**100**
Teaching methods:	The teaching and learning process will be organized through lectures and excercises. Students will apply their knowledge by using different databases especially of the studies related to Kosova.		
Assessment methods:	**S**tudents will be evaluated during the whole academic year, including the final exam: active participation 5%; practical homework with data = 10%; test 1 = 15%; test 2 = 15% and a final exam = 55%.		
Literature			
Basic literature:	Introductory Statistics [Hardcover], Prem S. Mann, Publication Date: November 19, 2012; ISBN-10: 0470904100; ISBN-13: 978-0470904107; Edition: 8;		
Additional literature:	-Statistics for Management and Economics (with Online Content Printed Access Card) [Hardcover], Gerald Keller, Publication Date: January 1, 2011; ISBN-10: 0538477490; ISBN-13: 978-0538477499; Edition: 9 -Statistics for Business and Economics, Revised (with Printed Access Card) [Hardcover]; David R. Anderson (Author), Dennis J. Sweeney (Author), Thomas A. Williams (Author); Publication Date: April 4, 2011; ISBN-10: 0538481641; ISBN-13: 978-0538481649; Edition: 11		

The detailed plan of work:	
Week	**Topic**

Wee 1	Introduction of statistical analysis
Wee 2	Introduction to statistics: Importance and object of statistics, Elements of statistical analysis.
Wee 3	Phases of statistical analysis: Data collection; Organization and presentation of data/ Statistical series and tables
Wee 4	Presenting Data in Tables and Charts.
Wee 5	Measures of Central Tendency of data (arithmetic, and geometric mean, median, mode, for ungrouped and groped data).
Wee 6	Measures of Dispersion and Skewness of ungrouped and groped data (standard deviation and variance, range, coefficient of variation, coefficient of skewness, etc).
Wee 7	**FIRST COLLOQUIUM**
Wee 8	Probability and probability distributions
Wee 9	Discrete probability distributions
Wee 10	Normal distribution and normal standard distribution
Wee 11	Confidence intervals
Wee 12	Significance testing through hypothesis
Wee 13	Analysis of Linear Correlation
Wee 14	Analysis of Linear Regression
Wee 15	**SECOND COLLOQUIUM**

Academic policies and code of conduct:
Students are expected to participate in lectures, seminars and group discussions. Tutor is available for individual consultations as well. Students are required to read the literature before each lecture. They should respect the code of conduct during lectures and exams and in communication with the academic staff.