University of Wisconsin - Stevens Point
College of Letters and Science
Department of Computing and New Media Technologies
Spring 2019 – Version 1.9

Course:	Data Analytics Seminar (DAC 299) #41585
Books:	None
Exams:	None
Class Time:	M 4:00-5:50 pm (Room Science A224)
	For guest lectures, an alternative room may be assigned to accommodate additional guests.
Professor:	Dr. Kurt A. Pflughoeft (Floog'heft)
Office:	Science B231
Office hours:	M, Tu, Th 1:00-2:00 pm, W 3:30-4:30 pm and by appointment
Contact:	kpflugho@uwsp.edu

Course Description: Provides an overview of the major; through lectures, guest lectures, labs and individual assignments. It is meant to be a fun and informative course with opportunities to engage with fellow students as well as people in industry. (You are always welcome to get my feedback on career goals, industry trends, data analysis projects, resumes and Linked-In profiles.)

Week #	Dates	Topic*	Assignments
1.	Jan 21	No Class :(	
2.	Jan 28	Time Series (Review P1, Do P2)	Excel Lab
3.	Feb 04	No Class :(	
4.	Feb 11	Time Series (P2 extended)	Excel Lab
5.	Feb 18	No Class :(	
6.	Feb 25	Recommender Systems - Guest Speaker	Pres. Summary
7.	Mar 04	No Class :(	
8.	Mar 11	Sentry Insurance – Guest Speaker	Pres. Summary
	Mar 18	No Class :(Spring Break	
9.	Mar 25	Block Chain/Cryptocurrency	Pres. Summary
10.	Apr 01	No Class :(	
11.	Apr 08	Clustering - Guest Speaker	SPSS Lab
12.	Apr 15	No Class :(	
13.	Apr 22	MARS - Guest Speaker	R Lab
14.	Apr 29	No Class :(	
15.	May 06	GIT Presentation – Guest Speaker	Pres Summary
		NO Final Exam or Class :)	

Schedule Footnotes:
* The instructor reserves the right to alter the presentation schedule as necessary. Guest lecturers are scheduled but subject to availability. In the event of an advanced guest cancellation, the professor will give a lecture/lab.

Course Outcomes - Given a successful conclusion of this course, students will be able to:
- Demonstrate a higher-level understanding of the field of data analytics/science.
- Evaluate analytical techniques and their applicability to business settings.
- Understand important aspects of data science.

Distribution of Points

Assignments: 100% - Labs must be started in class to receive credit. Likewise, presentation summaries can only be completed for those who attend the presentations.

Attendance Penalty:

Rule 1: Since there are only 8 classes, if you miss 3 or more classes you will not be able to pass.

Rule 2: For every class you miss, you will lose 1/8 the possible assignment points. In the event that you miss 2 classes, the highest possible score is 75% assuming you get 100% on all other assignments. You must get a 65% or higher in this PASS/FAIL class.

POLICIES

Academic Standards - UW-Stevens Point values a safe, honest, respectful, and inviting learning environment. In order to ensure that each student has the opportunity to succeed, we have developed a set of expectations for all students and instructors. This set of expectations is known as the Community Rights and Responsibilities document, and it is intended to help establish a positive living and learning environment at UWSP. Click here for more information: http://www.uwsp.edu/dos/Pages/AcademicMisconduct.aspx Academic integrity is central to the mission of higher education in general and UWSP in particular. Academic dishonesty (cheating, plagiarism, etc.) is taken very seriously. Don't do it! The minimum penalty for a violation of academic integrity is a failure (zero) for the assignment. For more information, see the "Student Academic Standards and Disciplinary Procedures" section of the Community Rights and Responsibilities document, UWSP Chapter 14. This can be accessed at: http://www.uwsp.edu/dos/Documents/CommunityRights.pdf - page=11

ADA Statement - The Americans with Disabilities Act (ADA) is a federal law requiring educational institutions to provide reasonable accommodations for students with disabilities. For more information about UWSP's policies, check here: http://www.uwsp.edu/disability/Pages/faculty/lawAndPolicy.aspx. If you have a disability and require classroom and/or exam accommodations, please register with the Disability and Assistive Technology Center at the beginning of the course and then contact me. I am happy to help in any way that I can. For more information, please visit the Disability and Assistive Technology Center, located on the 6th floor of the Learning Resource Center (the Library). You can also find more information here: http://www.uwsp.edu/disability/Pages/default.aspx.

Attendance Policy - Attendance will be taken for each meeting. For a Pass/Fail class it is extremely important to attend classes - especially given the course outcomes. Your attendance is required for lecture, in-class labs and guest speakers. Having more than 2 absences from class will not result in a PASS.

Audio/Visual Recording Policy - Electronic recording of lectures is prohibited unless receiving prior written approval from the instructor. Approval will be granted only for self-study purposes. You may use a camera to take pictures of the blackboard, whiteboard or projection screen of lecture material of my lectures – for guest lecturers their approval is needed.

Average Time Investment/Workload Policy Statement
DAC 299 meets once a fortnight; each meeting is 110 minutes or about 2 hours per fortnight or 16 hours per semester. A one credit class has an expectation of at least another 4 hours per fortnight, however, the goal is to complete most of the lab assignments in class. Time requirements for summary presentations time are minimal and only available to students who were present for that class presentation.

Classroom conduct – Please mute smart phones and any audible device during classes. Please do not hold private conversations or text while anyone is lecturing as it is a distraction. No FOOD or DRINKS are allowed in the lab. Feel free to ask questions of the lecturers.

D2L –
- It is your responsibility to check that your grades are posted correctly on D2L. Questions about any posted grade must be raised within THREE weeks of posting. Beyond this time frame, all grade postings are considered correct and final. The D2L site is NOT available after the end of the semester.
- It's best to download attachments rather than view directly in the browser.
- USE the OneDrive to temporarily save your files – if need be.
- All assignments must be loaded in the appropriate D2L folders.
- **News feed** on D2L is the main communication tool (not email!) - consider the text msg option
- The due date on the printed assignments is considered the final one. (In case D2L is out of synch.)
- The UW system is in the process of moving to a different LMS called Canvas

Drop Policy - In accordance with the rules stated by the College of Letters and Science. I will **NOT** personally drop a student - you are responsible for filling out all the forms.

Email Policy
- I try to answer questions in a timely manner but if you haven't received a response from me by the end of the next business day, please resend the email.
- If your email is only informative in nature, such as you are missing a class, I usually don't reply to those emails but rather just file them. If your email has a question or issue that needs to be addressed, I will reply to it.
- If you receive an email from me that requires a response, please respond.
- Please include "DAC 299" as part of your subject line.

Exam Policy - There are no exams for this course.

Grade Policy - The following scale can always be used to estimate your grade

Percentage breakdown for semester grades (weighted point totals)
Pass: $>= 65$ *Subject to minimum attendance requirements.
Fail: $< 65\%$
Note: I encourage everyone to do their best. However, any final course score of 65-100% is given a PASS.

Homework Policy –Electronic copies of the completed assignments must be posted on the D2L drop box by the required date/time. Late assignments are not accepted unless you have some sort of documented emergency; the professor determines if the situation constitutes an emergency. Note: OneDrive can be used to save files if you need to access them later; alternatively, you can save materials on a flash drive but remember to take it with you.

Labs –For lab assignments, you should turn in a Word document which lists your code, and one or more screen shots (or relevant copy/pastes) of the program's output to demonstrate the program works correctly. Additional requirements may be given during class.

Lecture Notes – an electronic version of the notes is available for some topics, however, I strongly encourage you to take good notes as that has been shown to reinforce memory recall. Guest lecturers may opt not to make their presentations available electronically.

News – Always check the news item on D2L to find the latest announcements concerning the class.

Software – There is no expectation of R or Python knowledge in this class. However, you will be given some Excel and SPSS exercises as well. If R or Python is needed, I will provide the snippets of code. For Excel, the I can provide hints. For SPSS, I and/or the guest lecturer will provide further guidance. SPSS is one of the more popular analytic platforms to conduct analysis and does not require programming (though it works with Python). The SPSS software is available to students through the university.

Texting/emailing – you are not allowed to email or text during the lecture component of class unless it is an emergency. Students who need to text may do so outside the classroom. Many studies have pointed that texting is a bit like an addiction, causes a lack of focus and is strongly correlated with poor grades.

Plagiarism Policy - All assignments and tests should represent YOUR work otherwise you will not receive any credit for that portion of your grade. Disciplinary actions will be pursued for serious offenses – see Academic Standards.

University Emergency Preparedness –

In the event of a medical emergency call 9-1-1 or use Red Emergency Phones. Offer assistance if trained and willing to do so. Guide emergency responders to victims.

In the event of a tornado warning, proceed to the lowest level interior room without window exposure. See www.uwsp.edu/rmgt/Pages/em/procedures/other/floor-plans.aspx for floor plans showing severe weather shelters on campus. Avoid widespan structures (gyms, pools or large classrooms.)

In the event of a fire alarm, evacuate the building in a calm manner. Stay 200 yards away from the building. Notify instructor or emergency command personnel of any missing individuals.

Active Shooter – RUN/ESCAPE, hide, fight. If trapped hide, lock doors, turn off lights, spread out and remain quiet. Call 9-1-1 when it is safe to do so. Follow the instructions of emergency responders.

See UW-Stevens Point Emergency plan at https://www.uwsp.edu/rmgt