Spring 2023

Meeting days: Monday	**Instructor title and name:** Thea Copeland, MBA
Meeting times: 6 to 8:45 pm	**Phone:** (760) 653-6140
Meeting location: Southwestern College, Room 54A-108	**E-mail:** tcopelan@plnu.edu
Final Exam: N/A	**Office location and hours:** Available upon request

PLNU Mission

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

Fermanian School of Business Mission

Character – Professionalism – Excellence – Relationships – Commitment - Innovation

As members of a vital Christian community, we strive to provide high quality business programs that equip students to make a positive impact in their workplace and community by connecting purpose to practice.

COURSE DESCRIPTION

This course explores how leaders can use data to inform the decision-making process. Topics include identifying the right information, eliminating bias, understanding predictive analytics, data visualization, communicating uncertainty and addressing challenges to your data. An emphasis is placed on basic methods of gathering, analyzing and communicating data.

COURSE LEARNING OUTCOMES

Upon completion of this course, students will be able to:

1. Define "big data" and the increasing role of evidence-based decision making to support executive decision making (PLO 1).
2. Explain the differences between predictive, prescriptive, and descriptive analytics, and the organizational questions that can be answered with each approach (PLO 1).
3. Examine the processes of gathering, analyzing, visualizing and communicating data (PLO 1, 2).
4. Demonstrate an understanding of the principles of analytics using examples from a variety of organizational functions and industries (PLO 2).
5. Recognize the ethical implications of collecting, managing, and using data for managers and leaders (PLO 4).

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

1. Boyne, M., & Hennings, C. (Eds.). (2022). *Data Driven Decision Making* [Custom textbook]. McGraw Hill Custom. ISBN: 978-1307845761. Digital ISBN: 978-1307845822.
2. Microsoft Excel – Available through PLNU.
3. Tableau Student Edition – Available online.

ASSESSMENT AND GRADING

Activities and Point Distribution

Activity	Total Points
Homework Assignments	400
Reading Infographics	80
Tableau Reference Guide	60
In-Class Participation	260
In-Class Presentation	100
Final Project	100
Total Points	**1000**

Points will be converted to grades as follows

Points	Grade	Points	Grade
930-1000	A	730-769	C
900-929	A-	700-729	C-
870-899	B+	670-699	D+
830-869	B	630-669	D
800-829	B-	600-629	D-
770-799	C+	0-599	F

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

At the Mission Valley (MV) campus we have an onsite chaplain, Rev. Gordon Wong, who is available during class break times across the week. If you have questions for, desire to meet or share a prayer request with Rev. Wong you can contact him directly at mvchaplain@pointloma.edu or gordonwong@pointloma.edu. Rev. Wong's cell number is 808-429-1129 if you need a more immediate response.

In addition, on the MV campus there is a prayer chapel on the third floor which is open for use as a space set apart for quiet reflection and prayer.

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog.

See the Academic Honesty Policy in the Graduate and Professional Studies Catalog for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (EAC@pointloma.edu or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all classes is considered essential to optimum academic achievement. If the student is absent from more than 10 percent of class meetings, the faculty member can file a written report which may result in de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. See ADC Academic Policies in the Graduate and Professional Studies Catalog in the Graduate and Professional Studies Catalog for additional detail.

USE OF TECHNOLOGY

In order to be successful in your course, you'll need to meet the minimum technology and system requirements; please refer to the *Technology and System Requirements* information. Additionally, students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use for any online or hybrid classes. Please note that any course with online proctored exams require a computer with a camera (tablets are not compatible) to complete exams online.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

FINAL EXAMINATION POLICY

Successful completion of this class requires taking the final examination **on its scheduled day**. No requests for early examinations or alternative days will be approved.

COURSE SCHEDULE AND ASSIGNMENTS

The 'official' and up-to-date schedule of all activities will be on the Canvas website. **Make sure to check Canvas regularly.**

Week	Date	Readings	Topic
1	1/9/2022	Chapter 1 No Class – Lite Week	Intro to Analytics Getting Started with Tableau
2	1/16/2022	Chapter 1 No Class – MLK Day	Intro to Analytics Getting Started with Tableau
3	1/23/2022	Chapter 2	Navigating Data Process of Analytics
4	1/30/2022	Chapter 2	Data Search Working with data scientists
5	2/6/2022	Chapter 3	Data with Excel and Visualizations
6	2/13/2022	Chapter 3	Data with Excel and Visualizations
7	2/20/2022	Chapter 4	Creating Data Visualizations
8	2/27/2022	Chapter 5	Tableau Visuals
9	3/6/2022	No Class	SPRING BREAK
10	3/13/2022	Chapter 5	Tableau Visuals
11	3/20/2022	Chapter 6	Superstore Case Study for Tableau
12	3/27/2022	Chapter 6	Superstore Case Study for Tableau
13	4/3/2022	Chapter 7	Maps in Tableau
14	4/10/2022	Chapter 7	Maps in Tableau
15	4/17/2022	Chapter 8	Data Driven Decisions and Dashboards
16	4/24/2022	Chapter 8	Data Driven Decisions and Dashboards