

METHODS IN PUBLIC ADMINISTRATION

PADM 60381 / POL 70381

Master of Public Administration Program

Kent State University

Summer 2005

How To Succeed and Enjoy This Course

Relax! A required statistics course such as this one is almost universally viewed by students as the most stress-inducing component of their graduate programs. There is a tendency to assume that you are the only person in the class who: (a) isn't "good at math"; (b) has never had statistics before; and (c) isn't "getting it" as we move through the semester. In fact, those feelings are shared by probably three-quarters of the class at any given time. The key point to keep in mind is that this is an introductory course in statistical methods for public administration. No prior knowledge of statistics is assumed.

To Students With Disabilities:

In accordance with University Policy, if you have a documented disability and require accommodations to obtain equal access in this course, please contact the instructor at the beginning of the semester or when given an assignment for which accommodation is required. Students with disabilities must verify their eligibility through the Office of Student Disability Services (SDS) in the Michael Schwarz Student Services Center (672-3391).

Additionally, this is a web-based course which is Section 508 accessible for persons with physical disabilities. If you are a disabled student residing in Northeast Ohio who is blind, vision-impaired, has limited use of their hands, or is deaf and or hard-of-hearing, please contact the Coordinator for training and use of assistive technologies in your home.

Your Course Evaluation

Your grade for the semester will be based on several factors:

- weekly exercises assigned from the Pollock text (35%)
- computer-based exercises involving SPSS (35%)
- midterm Review (10%)
- Final Review (20%)

Required Reading

Required texts

- Pollock, The Essentials of Political Analysis (EPA)
- Pollock, An SPSS Companion to Political Analysis (CPA)

Office Hours and Contact Information

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Office Hours

- Monday: 11:45-1:00
- Wednesday: 11:45-1:00

Course Outline

Refer to weekly lectures