Philadelphia University	PHILADELPHIA UNIVERSITY THE WAY TO THE FUTURE	**Approved Date: 2023/3/6**
Faculty: Business		**Issue:2**
Department: Hospital Management		**Credit Hours: 3**
Academic Year:2025-2026	**Course Syllabus**	**Degree: Bachelor**

Course Information

Course No.	Course Title	Prerequisite
0380122	Principles of Business Statistics	0380260

Course Type	Class Time	Room No.
☐ University Requirement ■Fuclty Requirement ☐ Major Requirement ☐ Elective ■ Compulsory	09:45-10:35 Sunday - Tuesday	32101

Course Level*	Hours No.*
☐ 6th ■ 7th ☐ 8th ☐ 9th	92

*According to JNQF standards

Instructor Information

Name	Office No.	Phone No.	Office Hours	E-mail
Dr. Shadi Altahat	32418	2551	Saturday - Tuesday 09:00-14:00	saltahat@philadelphia.edu.jo

Course Delivery Method

■ Blended	☐ Online	☐ Physical
Learning Model		

Percentage	Synchronous	Asynchronous	Physical
		%33.5	%66.5

Course Description

This course deals with statistics, sources and methods of data collection, sampling and methods of selection, methods of data presentation and graphic representation of frequency tables, types of curves and their description, measures of central tendency, dispersion and skewness, and their applications through Excel software. The course also deals with the SPSS statistical system environment, how to deal with files, data entry, arrangement, encoding and transformation, in addition to describing nominal and quantitative variables, probability laws, normal distribution, correlation and regression, and hypothesis testing.

Course Learning Outcomes

Number	Outcome	Corresponding Program Outcomes
Knowledge		
K1	Outline basic statistical types	**KP1**
K2	Identify main sampling methods	**KP2**
K3	Discuss main methods for data representation	**KP4**
Skills		
S1	Apply statistical procedures using statistical programs.	**SP2**
Competencies		

Learning Resources

Course Textbook	• Statistics for managers using Microsoft excel, David M., Pearson Education Limited, 2021, 9th ed.
Supporting References	• Basic Business Statistics concepts and applications, 13Edition, Bereson, person 2013 • Statistics for Business and Economics, 8Edition, Paul Newbold, Person 2013 • الاحصاء اللامعلمي : خطوة بخطوة، تأليف جريجوري كوردر، ديل فورمان ؛ ترجمة وسيم بن سلمان النصير، الرياض: معهد الادارة العامة- مركز البحوث والدراسات، 2020 • النظام الاحصائي SPSS، الدكتور محمد بلال الزعبي، دار وائل للنشر، الطبعة الثالثه 2012
Supporting Websites	• دورة الأكسيل موقع ادراك https://www.edraak.org/programs/specialization/me101-vv2/ • قناة الدكتورة أسماء على اليوتيوب https://www.youtube.com/@Asmaa-Almerghni
Teaching Environment	☐ **Classroom** ■ **laboratory** ☐ **Learning Platform** ☐ **Other**

Meetings and Subjects Timetable

Week	Topic	Learning Method*	Task	Learning Material
1	- Explanation of the college's vision and the plan, objectives and outcomes of subject earning, the application of quality assurance standards and accreditation policies, and the college's participation in the national accreditation program. • Statistics Course Overview • Introduction to Business Statistics: Statistics Terminology	Orientation	• Introduce the instructor • Meet students • Class ground rules • Syllabus introduction Introduction to computer software and its importance in Management	Accreditation policies related to the student, and study plan

	and Definitions (Video)			
2	**Data collection and presentation:** • Primary sources. • Secondary sources. • Surveys • Overview of data sources. (Video)	• Lecture • Collaborative learning • project based learning LAP	• Read chapter • Discussions	CH 1
3	**Data collection methods:** • Methods of comprehensive survey. • Sample method . (video)	• Lecture • Collaborative learning • project based learning LAP	• Read chapter • Discussions	CH 1
4	**Samples and selection methods:** • Definition of the population, the sample. • Methods of sample selection. **Type of Variables (Video)** • Quantitative Variables are discrete and continuous variables. • Qualitative Variables are binary, nominal, and ordinal variables.	• Lecture • Collaborative learning • project based learning LAP	• Read chapter • Discussion Mind mapping and Brainstorming	CH1,CH2
5	**Display data:** • Tabulating presentation. • Graphical representation. • Types of curves and their description . (Video)	Practical application Excel	• Quiz	CH2
6	**Measures of central tendency** • Mode • Median • Mean • Conclusion of Measures of central tendency (Video)	Practical application Excel	• Read chapter • Group Discussion One minute paper	CH2
7	**Measures of Dispersion** • Range • Interquartile Range • Standard Deviation • coefficient of variation • Variance	Practical application Excel	• Homework	CH3

	• Skewness • Kurtosis • Review (video)			
8	**The environment of the SPSS statistical system** • Installing the SPSS statistical analysis program • Run SPSS • SPSS screens • SPSS system files • Main menus in SPSS • How to run SPSS (Video)	Practical application SPSS	• **Mid exam**	CH4
9	• SPSS toolbar • File menu. • Edit menu. • View menu. • How to run SPSS (Video)	Practical application SPSS	• Peer review • Read chapter • Group Discussion	CH4
10	**Dealing with Tools List Data** • Arrange the data. • Selection of cases. • Transform list: **Compute operations: (Video)** • Use the conditional sentence. • Use of functions. • Recoding. • Create a new variable containing a time series. • Build ranks.	Practical application SPSS	• Group Discussion	CH4
11	**Description of Nominal Variables** • Use Frequency procedure	Practical application SPSS	• Group Discussion	CH4
12	• Pie Chart, Bar Chart • Description of quantitative variables • Use the Descriptive procedure (Video)	Practical application SPSS	• Homework	CH4
13	**Normal Distribution:** • The shape of the Normal Distribution curve. • Standard normal distribution. • Areas under the normal distribution. (Video)	Practical application SPSS	• Group Discussion	CH5

14	**Correlation:** • The spread panel and its correlation relationship. • Linear correlation coefficient. • Characteristics of the linear correlation coefficient. **Regression:** (Video) • The concept of regression. • The regression equation of one variable on another variable.	Practical application SPSS	• Group Discussion	CH5
15	**Hypothesis testing:** • The null hypothesis and the alternative hypothesis. (Video) • The error of the first type and the error of the second type.	Practical application SPSS	• Group Discussion	CH5
16	**Final Exam**			

*Includes lecture, flipped class, project-based learning, problem-solving-based learning, and collaborative learning.

Course Contributing to Learner Skill Development

Using Technology
Students' assignments that require using SPSS, Excel
Communication Skills
Assigning students to prepare specific applied statistical projects (analysis of questionnaires) to be presented to students during lectures
Application of Concept Learnt
Assigning students, a set of realistic, practical exercises related to the material

Assessment Methods and Grade Distribution

Assessment Methods	**Grade**	**Assessment Time (Week No.)**		**Course Outcomes to be Assessed**
Mid Term Exam	**% 30**	**Eleventh week**		**K1, K2**
Term Works*	**% 30**			
Quiz	**%30**	**Fifth week**	**%10**	**K1**
Homework 1		**Tenth week**	**%10**	**K1, K2, S1**
Homework 2		**Twelfth week**	**%10**	**K3, K2**
Final Exam	**% 40**	**Sixteenth week**		**K1, K2, K3, S1**

Total	%100		

* Include quizzes, in-class and out-of-class assignments, presentations, reports, videotaped assignment, group or individual project.

Alignment of Course Outcomes with Learning and Assessment Methods

Number	Learning Outcomes	Learning Method*	Assessment Method**
Knowledge			
K1	Outline basic statistical types	Lecture	Exam, Quizzes, Homework
K2	Identify main sampling methods	Lecture	Exam Homework
K3	Discuss main methods for data representation	Lecture, Practical application SPSS	Exam Homework
Skills			
S1	Apply statistical procedures using statistical programs.	Lecture, Practical application SPSS	**Exam Homework**
Competencies			

*Include lecture, flipped class, project-based learning, problem-solving-based learning, and collaborative learning.

** Include quizzes, in-class and out-of-class assignments, presentations, reports, videotaped assignments, and group or individual projects.

Course Policies

Policy	Policy Requirements
Passing Grade	The minimum pass for the course is (50%), and the minimum final mark is (35%).
Missing Exams	• Anyone absent from a declared semester exam without a sick or compulsive excuse accepted by the college dean that proposes the course, a zero mark shall be placed on that exam and calculated in his final mark. • Anyone absent from a declared semester exam with a sick or compulsive excuse accepted by the dean of the college that proposes the course must submit proof of his excuse within a week from the date of the excuse's disappearance. In this case, the subject teacher must hold a compensation exam for the student. • Anyone absent from a final exam with a sick excuse or a compulsive excuse accepted by the college dean who proposes the material must submit proof of his excuse within three days from the date of holding that exam.
Attendance	The student is not allowed to be absent more than (15%) of the total hours prescribed for the course, which equates to six lecture days (n t) and seven lectures (days). Suppose the student misses more than (15%) of the total hours prescribed for the course without a satisfactory or compulsive excuse accepted by the dean of the faculty. In that case, he is prohibited from taking the final exam and his result in that subject is considered (zero). Still, if the absence is due to illness or a compulsive excuse accepted by the college dean that The article is introduced, it is considered withdrawn from that article. The provisions of withdrawal shall apply to it.

Academic Integrity	Philadelphia University pays special attention to the issue of academic integrity, and the penalties stipulated in the university's instructions are applied to those proven to have committed an act that violates academic integrity, such as cheating, plagiarism (academic theft), collusion, and intellectual property rights.

Program Learning Outcomes to be Assessed in this Course

Number	Learning Outcome	Course Title	Assessment Method	Targeted Performance Level

Description of Program Learning Outcomes Assessment Method

Number	Detailed Description of Assessment