

# Statistics for Research Workers: General information

*This information sheet is intended to save time on the first day. Please read it carefully.*

1. The **instructors** in the course are Professor Ian Gordon and Associate Professor Sue Finch. We all prefer you use our first names. Ian and Sue will be doing the lecturing. We will all be involved in helping you work through the exercises.
2. **Please turn off your mobile phones. You'll be a lot happier, and so will everyone else.**
3. We aim to have an **informal** tone to the course. We are very committed to making it a valuable learning experience for everyone and we will do whatever we can to ensure this.
4. The **notes** are structured as follows:
  - (a) Table of contents, chapters 1 to 17;
  - (b) Appendix: Introduction to R and RStudio;
  - (c) Glossary.

Please use the glossary; you'll find it handy for reference.

The notes cover more material than we will cover in the lectures; they are provided to you for completeness. We will make it clear when we are omitting material.

5. Please feel free to let us know of any errors in the notes you may find.
6. A **review sheet** will be provided to allow you to give feedback at the end of day 6.
7. The **timing of each day** will be approximately as follows:
  - (a) Session 1: 9.00 – 10.30
  - (b) Session 2: 11.00 – 12.30
  - (c) Session 3: 1.30 – 3.00
  - (d) Session 4: 3.30 – 5.00

We do not keep to these times rigidly. But we will try to start punctually at 9.00 and 1.30, at least. We cannot cover all of the material in the notes into six days of instruction, so some parts are skipped.

8. If you find some of the material particularly challenging, or would like extra help with something related to the course content, a tutor can be made available during lunchtime. If you would like to see a tutor during lunchtime, please let Ian or Sue know before morning tea so this can be arranged. The tutor cannot discuss content outside the course.
9. We will provide you with a **certificate of attendance** at the end of the course.
10. The **content covered** on each of the days will be (very) approximately as follows:
  - (a) Wednesday: Chapters 1 to 3;

- (b) Thursday: Chapters 4 to 5;
  - (c) Friday: Chapters 5 to 8;
  - (d) Monday: Chapters 9 to 12;
  - (e) Tuesday: Chapters 12 to 13;
  - (f) Wednesday: Chapters 14 to 17.
11. Please place your name card on top of your computer monitor, so that it can be read by the person at the front of the room. There should be a piece of Blotak to help you. (See the example on the instructor's monitor.) If you would prefer we use a different name (e.g., an abbreviation) please let us know.
12. Some **practical issues**:
- (a) There are toilets near the intersection of the two main corridors of the building, at the base of the stairs.
  - (b) Morning and afternoon teas will be provided in the staff tea room; there will be staff using this at the same time, so please be considerate of the usual users. Exit the lab, go to the T-junction, turn left; take the first right, and the tea room is on your right. Instead of disposable cups, there are mugs provided for SRW participants. It will help us clean up after ourselves if you place your mug in the dishwasher before you leave the tea-room.
  - (c) Lunch is not provided.
  - (d) The lab is booked for this subject for 6 days. You should be able to leave notes etc. in here during the day, and even overnight if you want. However, the lab will not, in general, be secure, and you should not leave valuables unattended.
  - (e) The temperature of the lab is sometimes an issue. Actually, there seems to be variation in the temperature within the lab. You may need to come prepared with appropriate clothing for your comfort level. Move to a different position in the room if you need to.
13. The course participants are very diverse. The range of disciplines represented in SRW participants has included administration, architecture, accounting, agriculture, biology, commerce, economics, education, engineering, medicine (many branches), nursing, psychology, veterinary science. This **diversity** is a reflection of the scope and impact of statistics. It also means that participants have a range of mathematical and statistical backgrounds. We encourage you to be patient with each other's needs, and tolerant of the range of subject matter used in the exercises and examples.
14. Some of the exercises may be set as homework to be done overnight. It will be assumed that you have completed this work but there will be an opportunity to discuss any difficulties you may have had. Optional parts of the exercises are harder.
15. The course is intensive. Please keep in mind that it's intensive for the instructor, too! In particular, we cannot give you statistical advice about your own work, during the course. There just isn't enough time to offer that service. And it is difficult for us to spend a lot of time answering individual queries during the breaks, at morning and afternoon tea and lunch time.