**Required Textbook, SOFTWARE and DATA SETS for both PUB 504 and PUB 505 courses**

**Title: Quantitative Analysis I and II in Public Administration Term: Summer I and Summer II 2023 ONLINE**

**Professor Information:**

**Name:** Dr. Elena Kulikov

Saturday 10:00 – 11:00 am via ZOOM by appointment

Zoom: <https://csudh.zoom.us/j/6390954780>

**Note:** The quickest way to reach me is via email: ekulikov@csudh.edu

**Required Textbook, SOFTWARE and DATA SETS**

This course requires an online homework platform called MindTap.

MindTap provides online homework and assessment, videos, study tools and seamless access to the eBook by **Joseph F. Healey, Christopher Donoghue Statistics: A Tool for Social Research, 11th Edition** ISBN-13: 9780357371114

If you feel comfortable with an e-version of the Healey book, then Statistics: A Tool for Social Research, 11th + MindTap for $56.00 will be sufficient.

**If the e-book is not sufficient for you, I highly recommend renting on buying a bundle – the Loose leaf book and the MindTap for $ 94.95. Explore the book pricing-options at** [https**://www.cengage.com/student/**](https://www.cengage.com/student/) or at any other discounted website.

MindTap registration information is provided below and will be available on the class Canvas in MindTap folder on the main menu.

3. **SPSS SOFTWARE for Windows and MAC**

The SPSS license is available for free in the Software Launchpad of the MyCSUDH campus portal (https://my.csudh.edu). Click on SPSS in the Software Launchpad, log in to authenticate, choose Version 28.

Here are the instructions how to download **SPSS version 28:**

Step 1: Log into mycsudh

Step 2: In the SOFTWARE LAUNCHPAD select SPSS.

Step 3: Select SPSS 28 for Windows or, if you have MAC, for MAC; start download. Step 4: **VERY IMPORTANT:**

**Licensing section**: Enter the product key: 57368c84e0e9d0a53821under section the "Authorized user license (I purchased a single copy of the product)" instead of the second option. This license is valid until July 31, 2023. At the end of July CSUDH IT department will replace the current license key with the new one.

**PLEASE DOWNLOAD THE SOFTWARE BEFORE THE BEGINNING OF THE**

**SEMESTER. If you run into problems downloading the software, you will have time to work with the CSUDH IT department.**

**SPSS TECHNICAL SUPPORT**

If you need additional assistance, please contact IT User Services at (310) 243-2500.

You also must have a simple calculator (square root function is the only extra feature you really need). Do not buy expensive calculators! A calculator and SPSS should be used to complete your homework assignments.

**Technology Prerequisites:**

* This course requires a personal **computer** with a java-capable internet browser.
* If you anticipate any major issues in accessing a computer or having reliable internet connection, please, let me know ASAP.

**It is imperative that you have the HEALEY text and the SPSS software before the beginning of the class.**

**Data Sets will be available on the class Canvas page.**

Copy the data and save it to your computer first and only then open it in SPSS.

From the class blackboard page download and save the following data sets from the data folder :

* + General Social Survey 2018 (gss2018sample.sav)
  + State Crime Trends (1984-2017),
  + States Data
  + Intl-POP

Remember, you should install the SPSS software on your computer before saving the data set to your computer.

MINDTAP

Course: Section 1 of PUB 504-505 Summer 2023

Course Key: MTPN2V9Z62WN

Instructor: Elena Kulikov

This course requires an online learning platform called MindTap. Follow the instructions below to get started.

Register for your MindTap Course

1. Use the course registration link <https://student.cengage.com/course-link/MTPN2V9Z62WN>

2. Follow the instructions on screen to create your Cengage account and register for this MindTap course.

3. Begin your temporary access\* period.

Need help? Visit the Cengage Start Strong Website (https://startstrong.cengage.com) for step-by-step instructions.

\*Temporary Access: You can access your MindTap course until 7:00 AM (UTC) on 5/15/2023 for free. At the end of the temporary access period, you will be prompted to purchase access. Your work will be

MindTap Tips & Training Tools

Learn more about navigating your MindTap course: (https://help.cengage.com/mindtap/mt-student/introduction.html)

Technical Support & Troubleshooting

Our US-based support team delivers answers and advice via 24/7 online chat, Twitter, live phone support (1-800-354-9706) and through support.cengage.com, which includes helpful articles, and tutorials.

If you are having trouble loading MindTap, run the MindTap browser check (https://ng.cengage.com/static/browsercheck/index.html) to make sure your browser is compatible or refer to the MindTap System Requirements (https://help.cengage.com/mindtap/MindTap-System-Requirements.pdf). If MindTap isn’t loading, be sure to visit Techcheck (https://techcheck.cengage.com) to see if there is an outage.

**What is MindTap?**

MindTap empowers you to produce your best work – consistently.

MindTap is designed to help you master the material. Interactive videos, animations, and activities

create a learning path designed by your instructor to guide you through the course and focus on what's important. Get started today!

**MindTap: page numbers in the e-book:**

*Use the Search function in the top-right corner of the MindTap Reader, you can search for specific content by page number or page number range. In this case, you would enter the page number(s) in the printed text, and MindTap will direct you to that location in the digital text.*

In MindTap activities, if you want to use three attempts, you need to click "Try Another Version" instead of the "I'm done. Grade it Now" button. The later closes out the activity while the former moves you from your first attempt to their second and then, if you choose, to a third and final one.