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Essentials of Modern Business Statistics

with Microsoft® Excel®





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Essentials of Modern Business Statistics^{8e} with Microsoft[®] Excel[®]

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Microsoft® Excel®, 8e***

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Brief Contents

PREFACE xix

ABOUT THE AUTHORS xxv

CHAPTER 1	Data and Statistics 1
CHAPTER 2	Descriptive Statistics: Tabular and Graphical Displays 35
CHAPTER 3	Descriptive Statistics: Numerical Measures 103
CHAPTER 4	Introduction to Probability 171
CHAPTER 5	Discrete Probability Distributions 217
CHAPTER 6	Continuous Probability Distributions 273
CHAPTER 7	Sampling and Sampling Distributions 305
CHAPTER 8	Interval Estimation 355
CHAPTER 9	Hypothesis Tests 397
CHAPTER 10	Inference About Means and Proportions with Two Populations 445
CHAPTER 11	Inferences About Population Variances 489
CHAPTER 12	Tests of Goodness of Fit, Independence, and Multiple Proportions 517
CHAPTER 13	Experimental Design and Analysis of Variance 551
CHAPTER 14	Simple Linear Regression 605
CHAPTER 15	Multiple Regression 685
APPENDIX A	References and Bibliography 734
APPENDIX B	Tables 736
APPENDIX C	Summation Notation 747
APPENDIX D	Answers to Even-Numbered Exercises (MindTap Reader)
APPENDIX E	Microsoft Excel and Tools for Statistical Analysis 749
APPENDIX F	Microsoft Excel Online and Tools for Statistical Analysis 757
INDEX	765

Contents

PREFACE xix
ABOUT THE AUTHORS xxv

CHAPTER 1 Data and Statistics 1

Statistics in Practice: Bloomberg Businessweek 2

1.1 Applications in Business and Economics 3

Accounting 3

Finance 3

Marketing 4

Production 4

Economics 4

Information Systems 4

1.2 Data 5

Elements, Variables, and Observations 5

Scales of Measurement 5

Categorical and Quantitative Data 7

Cross-Sectional and Time Series Data 8

1.3 Data Sources 10

Existing Sources 10

Observational Study 11

Experiment 12

Time and Cost Issues 13

Data Acquisition Errors 13

1.4 Descriptive Statistics 13

1.5 Statistical Inference 15

1.6 Statistical Analysis Using Microsoft Excel 16

Data Sets and Excel Worksheets 17

Using Excel for Statistical Analysis 18

1.7 Analytics 20

1.8 Big Data and Data Mining 21

1.9 Ethical Guidelines for Statistical Practice 22

Summary 24

Glossary 24

Supplementary Exercises 25

Appendix 1.1 Getting Started with R and RStudio (MindTap Reader)

Appendix 1.2 Basic Data Manipulation in R (MindTap Reader)

CHAPTER 2 Descriptive Statistics: Tabular and Graphical Displays 35

Statistics in Practice: Colgate-Palmolive Company 36

2.1 Summarizing Data for a Categorical Variable 37

Frequency Distribution 37

Relative Frequency and Percent Frequency Distributions 38

	Using Excel to Construct a Frequency Distribution, a Relative Frequency Distribution, and a Percent Frequency Distribution	39
	Bar Charts and Pie Charts	40
	Using Excel to Construct a Bar Chart	42
2.2	Summarizing Data for a Quantitative Variable	47
	Frequency Distribution	47
	Relative Frequency and Percent Frequency Distributions	49
	Using Excel to Construct a Frequency Distribution	50
	Dot Plot	51
	Histogram	52
	Using Excel's Recommended Charts Tool to Construct a Histogram	54
	Cumulative Distributions	55
	Stem-and-Leaf Display	56
2.3	Summarizing Data for Two Variables Using Tables	65
	Crosstabulation	65
	Using Excel's PivotTable Tool to Construct a Crosstabulation	68
	Simpson's Paradox	69
2.4	Summarizing Data for Two Variables Using Graphical Displays	75
	Scatter Diagram and Trendline	76
	Using Excel to Construct a Scatter Diagram and a Trendline	77
	Side-by-Side and Stacked Bar Charts	79
	Using Excel's Recommended Charts Tool to Construct Side-by-Side and Stacked Bar Charts	81
2.5	Data Visualization: Best Practices in Creating Effective Graphical Displays	85
	Creating Effective Graphical Displays	85
	Choosing the Type of Graphical Display	86
	Data Dashboards	86
	Data Visualization in Practice: Cincinnati Zoo and Botanical Garden	88
	Summary	90
	Glossary	91
	Key Formulas	92
	Supplementary Exercises	93
	Case Problem 1: Pelican Stores	98
	Case Problem 2: Movie Theater Releases	99
	Case Problem 3: Queen City	100
	Case Problem 4: Cut-Rate Machining, Inc.	100
	Appendix 2.1 Creating Tabular and Graphical Presentations with R (MindTap Reader)	
CHAPTER 3	Descriptive Statistics: Numerical Measures	103
	Statistics in Practice: Small Fry Design	104
3.1	Measures of Location	105
	Mean	105

	Median	107
	Mode	108
	Using Excel to Compute the Mean, Median, and Mode	109
	Weighted Mean	109
	Geometric Mean	111
	Using Excel to Compute the Geometric Mean	112
	Percentiles	113
	Quartiles	114
	Using Excel to Compute Percentiles and Quartiles	115
3.2	Measures of Variability	121
	Range	122
	Interquartile Range	122
	Variance	122
	Standard Deviation	124
	Using Excel to Compute the Sample Variance and Sample Standard Deviation	125
	Coefficient of Variation	126
	Using Excel's Descriptive Statistics Tool	126
3.3	Measures of Distribution Shape, Relative Location, and Detecting Outliers	130
	Distribution Shape	130
	z-Scores	131
	Chebyshev's Theorem	132
	Empirical Rule	133
	Detecting Outliers	134
3.4	Five-Number Summaries and Boxplots	138
	Five-Number Summary	138
	Boxplot	138
	Using Excel to Construct a Boxplot	139
	Comparative Analysis Using Boxplots	139
	Using Excel to Construct a Comparative Analysis Using Boxplots	140
3.5	Measures of Association Between Two Variables	144
	Covariance	144
	Interpretation of the Covariance	146
	Correlation Coefficient	148
	Interpretation of the Correlation Coefficient	149
	Using Excel to Compute the Sample Covariance and Sample Correlation Coefficient	151
3.6	Data Dashboards: Adding Numerical Measures to Improve Effectiveness	153
	Summary	156
	Glossary	157
	Key Formulas	158
	Supplementary Exercises	159
	Case Problem 1: Pelican Stores	165

Case Problem 2: Movie Theater Releases	166
Case Problem 3: Business Schools of Asia-Pacific	167
Case Problem 4: Heavenly Chocolates Website Transactions	167
Case Problem 5: African Elephant Populations	169
Appendix 3.1 Descriptive Statistics with R (MindTap Reader)	

CHAPTER 4 Introduction to Probability 171

Statistics in Practice: National Aeronautics and Space Administration 172

4.1 Experiments, Counting Rules, and Assigning Probabilities 173

Counting Rules, Combinations, and Permutations 174

Assigning Probabilities 178

Probabilities for the KP&L Project 179

4.2 Events and Their Probabilities 183

4.3 Some Basic Relationships of Probability 187

Complement of an Event 187

Addition Law 188

4.4 Conditional Probability 193

Independent Events 196

Multiplication Law 196

4.5 Bayes' Theorem 201

Tabular Approach 204

Summary 206

Glossary 207

Key Formulas 208

Supplementary Exercises 208

Case Problem 1: Hamilton County Judges 213

Case Problem 2: Rob's Market 215

CHAPTER 5 Discrete Probability Distributions 217

Statistics in Practice: Voter Waiting Times in Elections 218

5.1 Random Variables 218

Discrete Random Variables 219

Continuous Random Variables 220

5.2 Developing Discrete Probability Distributions 221

5.3 Expected Value and Variance 226

Expected Value 226

Variance 227

Using Excel to Compute the Expected Value, Variance,
and Standard Deviation 228

5.4 Bivariate Distributions, Covariance, and Financial Portfolios 233

A Bivariate Empirical Discrete Probability Distribution 233

Financial Applications 236

Summary 239

5.5 Binomial Probability Distribution 242

A Binomial Experiment 242

	Martin Clothing Store Problem	244
	Using Excel to Compute Binomial Probabilities	248
	Expected Value and Variance for the Binomial Distribution	249
5.6	Poisson Probability Distribution	252
	An Example Involving Time Intervals	253
	An Example Involving Length or Distance Intervals	254
	Using Excel to Compute Poisson Probabilities	254
5.7	Hypergeometric Probability Distribution	257
	Using Excel to Compute Hypergeometric Probabilities	259
	Summary	261
	Glossary	262
	Key Formulas	263
	Supplementary Exercises	264
	Case Problem 1: <i>Go Bananas!</i> Breakfast Cereal	268
	Case Problem 2: McNeil's Auto Mall	269
	Case Problem 3: Grievance Committee at Tuglar Corporation	270
	Case Problem 4: Sagittarius Casino	270
	Appendix 5.1 Discrete Probability Distributions with R (MindTap Reader)	
CHAPTER 6	Continuous Probability Distributions	273
	Statistics in Practice: Procter & Gamble	274
6.1	Uniform Probability Distribution	275
	Area as a Measure of Probability	276
6.2	Normal Probability Distribution	279
	Normal Curve	279
	Standard Normal Probability Distribution	281
	Computing Probabilities for Any Normal Probability Distribution	285
	Gear Tire Company Problem	286
	Using Excel to Compute Normal Probabilities	288
6.3	Exponential Probability Distribution	293
	Computing Probabilities for the Exponential Distribution	294
	Relationship Between the Poisson and Exponential Distributions	295
	Using Excel to Compute Exponential Probabilities	295
	Summary	298
	Glossary	298
	Key Formulas	298
	Supplementary Exercises	299
	Case Problem 1: Specialty Toys	301
	Case Problem 2: Gebhardt Electronics	302
	Appendix 6.1 Continuous Probability Distributions with R (MindTap Reader)	

CHAPTER 7	Sampling and Sampling Distributions	305
	Statistics in Practice: The Food and Agriculture Organization	306
7.1	The Electronics Associates Sampling Problem	307
7.2	Selecting a Sample	308
	Sampling from a Finite Population	308
	Sampling from an Infinite Population	312
7.3	Point Estimation	316
	Practical Advice	317
7.4	Introduction to Sampling Distributions	319
7.5	Sampling Distribution of \bar{x}	322
	Expected Value of \bar{x}	322
	Standard Deviation of \bar{x}	322
	Form of the Sampling Distribution of \bar{x}	324
	Sampling Distribution of \bar{x} for the EAI Problem	324
	Practical Value of the Sampling Distribution of \bar{x}	325
	Relationship Between the Sample Size and the Sampling Distribution of \bar{x}	327
7.6	Sampling Distribution of \bar{p}	331
	Expected Value of \bar{p}	332
	Standard Deviation of \bar{p}	332
	Form of the Sampling Distribution of \bar{p}	333
	Practical Value of the Sampling Distribution of \bar{p}	333
7.7	Other Sampling Methods	337
	Stratified Random Sampling	337
	Cluster Sampling	337
	Systematic Sampling	338
	Convenience Sampling	338
	Judgment Sampling	339
7.8	Practical Advice: Big Data and Errors in Sampling	339
	Sampling Error	339
	Nonsampling Error	340
	Big Data	341
	Understanding What Big Data Is	342
	Implications of Big Data for Sampling Error	343
	Summary	348
	Glossary	348
	Key Formulas	349
	Supplementary Exercises	350
	Case Problem: Marion Dairies	353
	Appendix 7.1 Random Sampling with R (MindTap Reader)	

CHAPTER 8 Interval Estimation 355

Statistics in Practice: Food Lion 356

8.1 Population Mean: σ Known 357

Margin of Error and the Interval Estimate 357

Using Excel 361

Practical Advice 362

8.2 Population Mean: σ Unknown 364

Margin of Error and the Interval Estimate 365

Using Excel 368

Practical Advice 369

Using a Small Sample 369

Summary of Interval Estimation Procedures 371

8.3 Determining the Sample Size 374

8.4 Population Proportion 377

Using Excel 378

Determining the Sample Size 380

8.5 Practical Advice: Big Data and Interval Estimation 384

Big Data and the Precision of Confidence Intervals 384

Implications of Big Data for Confidence Intervals 385

Summary 387

Glossary 388

Key Formulas 388

Supplementary Exercises 389

Case Problem 1: *Young Professional* Magazine 392

Case Problem 2: GULF Real Estate Properties 393

Case Problem 3: Metropolitan Research, Inc. 395

Appendix 8.1 Interval Estimation with R (MindTap Reader)

CHAPTER 9 Hypothesis Tests 397

Statistics in Practice: John Morrell & Company 398

9.1 Developing Null and Alternative Hypotheses 399

The Alternative Hypothesis as a Research Hypothesis 399

The Null Hypothesis as an Assumption to Be Challenged 400

Summary of Forms for Null and Alternative Hypotheses 401

9.2 Type I and Type II Errors 402

9.3 Population Mean: σ Known 405

One-Tailed Test 405

Two-Tailed Test 410

Using Excel 413

Summary and Practical Advice 414

Relationship Between Interval Estimation
and Hypothesis Testing 4159.4 Population Mean: σ Unknown 420

One-Tailed Test 421

Two-Tailed Test 422

	Using Excel	423
	Summary and Practical Advice	425
9.5	Population Proportion	428
	Using Excel	430
	Summary	431
9.6	Practical Advice: Big Data and Hypothesis Testing	434
	Big Data, Hypothesis Testing, and p -Values	434
	Implications of Big Data in Hypothesis Testing	436
	Summary	437
	Glossary	438
	Key Formulas	438
	Supplementary Exercises	439
	Case Problem 1: Quality Associates, Inc.	442
	Case Problem 2: Ethical Behavior of Business Students at Bayview University	443
	Appendix 9.1 Hypothesis Testing with R (MindTap Reader)	

CHAPTER 10 Inference About Means and Proportions with Two Populations 445

	Statistics in Practice: U.S. Food and Drug Administration	446
10.1	Inferences About the Difference Between Two Population Means: σ_1 and σ_2 Known	447
	Interval Estimation of $\mu_1 - \mu_2$	447
	Using Excel to Construct a Confidence Interval	449
	Hypothesis Tests About $\mu_1 - \mu_2$	451
	Using Excel to Conduct a Hypothesis Test	452
	Practical Advice	454
10.2	Inferences About the Difference Between Two Population Means: σ_1 and σ_2 Unknown	456
	Interval Estimation of $\mu_1 - \mu_2$	457
	Using Excel to Construct a Confidence Interval	458
	Hypothesis Tests About $\mu_1 - \mu_2$	460
	Using Excel to Conduct a Hypothesis Test	462
	Practical Advice	463
10.3	Inferences About the Difference Between Two Population Means: Matched Samples	467
	Using Excel to Conduct a Hypothesis Test	469
10.4	Inferences About the Difference Between Two Population Proportions	474
	Interval Estimation of $p_1 - p_2$	474
	Using Excel to Construct a Confidence Interval	476
	Hypothesis Tests About $p_1 - p_2$	477
	Using Excel to Conduct a Hypothesis Test	479
	Summary	483
	Glossary	483

Key Formulas 483
Supplementary Exercises 485
Case Problem: Par, Inc. 488
Appendix 10.1 Inferences About Two Populations with R (MindTap Reader)

CHAPTER 11 Inferences About Population Variances 489

Statistics in Practice: U.S. Government Accountability Office 490

11.1 Inferences About a Population Variance 491

Interval Estimation 491

Using Excel to Construct a Confidence Interval 495

Hypothesis Testing 496

Using Excel to Conduct a Hypothesis Test 498

11.2 Inferences About Two Population Variances 503

Using Excel to Conduct a Hypothesis Test 507

Summary 511

Key Formulas 511

Supplementary Exercises 511

Case Problem 1: Air Force Training Program 513

Case Problem 2: Meticulous Drill & Reamer 514

Appendix 11.1 Population Variances with R (MindTap Reader)

CHAPTER 12 Tests of Goodness of Fit, Independence, and Multiple Proportions 517

Statistics in Practice: United Way 518

12.1 Goodness of Fit Test 519

Multinomial Probability Distribution 519

Using Excel to Conduct a Goodness of Fit Test 523

12.2 Test of Independence 525

Using Excel to Conduct a Test of Independence 529

12.3 Testing for Equality of Three or More Population Proportions 534

A Multiple Comparison Procedure 537

Using Excel to Conduct a Test of Multiple Proportions 539

Summary 543

Glossary 544

Key Formulas 544

Supplementary Exercises 544

Case Problem 1: A Bipartisan Agenda for Change 547

Case Problem 2: Fuentes Salty Snacks, Inc. 548

Case Problem 3: Fresno Board Games 549

Appendix 12.1 Chi-Square Tests with R (MindTap Reader)

CHAPTER 13	Experimental Design and Analysis of Variance	551
	Statistics in Practice: Burke, Inc.	552
13.1	An Introduction to Experimental Design and Analysis of Variance	553
	Data Collection	554
	Assumptions for Analysis of Variance	556
	Analysis of Variance: A Conceptual Overview	556
13.2	Analysis of Variance and the Completely Randomized Design	558
	Between-Treatments Estimate of Population Variance	559
	Within-Treatments Estimate of Population Variance	560
	Comparing the Variance Estimates: The F Test	561
	ANOVA Table	562
	Using Excel	563
	Testing for the Equality of k Population Means: An Observational Study	564
13.3	Multiple Comparison Procedures	570
	Fisher's LSD	570
	Type I Error Rates	572
13.4	Randomized Block Design	575
	Air Traffic Controller Stress Test	576
	ANOVA Procedure	577
	Computations and Conclusions	578
	Using Excel	579
13.5	Factorial Experiment	584
	ANOVA Procedure	585
	Computations and Conclusions	586
	Using Excel	589
	Summary	593
	Glossary	594
	Key Formulas	595
	Completely Randomized Design	595
	Multiple Comparison Procedures	596
	Randomized Block Design	596
	Factorial Experiment	596
	Supplementary Exercises	596
	Case Problem 1: Wentworth Medical Center	601
	Case Problem 2: Compensation for Sales Professionals	602
	Case Problem 3: TourisTopia Travel	603
	Appendix 13.1 Analysis of Variance with R (MindTap Reader)	
CHAPTER 14	Simple Linear Regression	605
	Statistics in Practice: walmart.com	606
14.1	Simple Linear Regression Model	607
	Regression Model and Regression Equation	607
	Estimated Regression Equation	609

14.2	Least Squares Method	610
	Using Excel to Construct a Scatter Diagram, Display the Estimated Regression Line, and Display the Estimated Regression Equation	614
14.3	Coefficient of Determination	621
	Using Excel to Compute the Coefficient of Determination	625
	Correlation Coefficient	626
14.4	Model Assumptions	629
14.5	Testing for Significance	631
	Estimate of σ^2	631
	t Test	632
	Confidence Interval for β_1	633
	F Test	634
	Some Cautions About the Interpretation of Significance Tests	636
14.6	Using the Estimated Regression Equation for Estimation and Prediction	639
	Interval Estimation	640
	Confidence Interval for the Mean Value of y	640
	Prediction Interval for an Individual Value of y	641
14.7	Excel's Regression Tool	646
	Using Excel's Regression Tool for the Armand's Pizza Parlors Example	646
	Interpretation of Estimated Regression Equation Output	647
	Interpretation of ANOVA Output	648
	Interpretation of Regression Statistics Output	649
14.8	Residual Analysis: Validating Model Assumptions	651
	Residual Plot Against x	652
	Residual Plot Against \hat{y}	653
	Standardized Residuals	655
	Using Excel to Construct a Residual Plot	657
	Normal Probability Plot	660
14.9	Outliers and Influential Observations	663
	Detecting Outliers	663
	Detecting Influential Observations	665
14.10	Practical Advice: Big Data and Hypothesis Testing in Simple Linear Regression	670
	Summary	671
	Glossary	671
	Key Formulas	672
	Supplementary Exercises	674
	Case Problem 1: Measuring Stock Market Risk	678
	Case Problem 2: U.S. Department of Transportation	679
	Case Problem 3: Selecting a Point-and-Shoot Digital Camera	680
	Case Problem 4: Finding the Best Car Value	681
	Case Problem 5: Buckeye Creek Amusement Park	682

Appendix 14.1 Calculus-Based Derivation of Least Squares Formulas	683
Appendix 14.2 A Test for Significance Using Correlation	684
Appendix 14.3 Simple Linear Regression with R (MindTap Reader)	

CHAPTER 15 Multiple Regression 685

Statistics in Practice: International Paper 686

15.1 Multiple Regression Model	687
Regression Model and Regression Equation	687
Estimated Multiple Regression Equation	687
15.2 Least Squares Method	688
An Example: Butler Trucking Company	689
Using Excel's Regression Tool to Develop the Estimated Multiple Regression Equation	691
Note on Interpretation of Coefficients	693
15.3 Multiple Coefficient of Determination	698
15.4 Model Assumptions	700
15.5 Testing for Significance	702
F Test	702
t Test	704
Multicollinearity	705
15.6 Using the Estimated Regression Equation for Estimation and Prediction	708
15.7 Categorical Independent Variables	710
An Example: Johnson Filtration, Inc.	710
Interpreting the Parameters	712
More Complex Categorical Variables	713
15.8 Residual Analysis	718
Residual Plot Against \hat{y}	718
Standardized Residual Plot Against \hat{y}	719
15.9 Practical Advice: Big Data and Hypothesis Testing in Multiple Regression	722
Summary	723
Glossary	723
Key Formulas	724
Supplementary Exercises	725
Case Problem 1: Consumer Research, Inc.	729
Case Problem 2: Predicting Winnings for NASCAR Drivers	730
Case Problem 3: Finding the Best Car Value	732
Appendix 15.1 Multiple Linear Regression with R (MindTap Reader)	

APPENDIX A	References and Bibliography	734
APPENDIX B	Tables	736
APPENDIX C	Summation Notation	747
APPENDIX D	Answers to Even-Numbered Exercises (MindTap Reader)	
APPENDIX E	Microsoft Excel and Tools for Statistical Analysis	749
APPENDIX F	Microsoft Excel Online and Tools for Statistical Analysis	757
INDEX		765

Preface

This text is the eight edition of *Essentials of Modern Business Statistics with Microsoft® Excel®*. With this edition we welcome two eminent scholars to our author team: Michael J. Fry of the University of Cincinnati and Jeffrey W. Ohlmann of the University of Iowa. Both Mike and Jeff are accomplished teachers, researchers, and practitioners in the fields of statistics and business analytics. You can read more about their accomplishments in the About the Authors section that follows this preface. We believe that the addition of Mike and Jeff as our coauthors will both maintain and improve the effectiveness of *Essentials of Modern Business Statistics with Microsoft Excel*.

The purpose of *Essentials of Modern Business Statistics with Microsoft Excel* is to give students, primarily those in the fields of business administration and economics, a conceptual introduction to the field of statistics and its many applications. The text is applications oriented and written with the needs of the nonmathematician in mind; the mathematical prerequisite is knowledge of algebra.

Applications of data analysis and statistical methodology are an integral part of the organization and presentation of the text material. The discussion and development of each technique is presented in an applications setting, with the statistical results providing insights to decisions and solutions to applied problems.

Although the book is applications oriented, we have taken care to provide sound methodological development and to use notation that is generally accepted for the topic being covered. Hence, students will find that this text provides good preparation for the study of more advanced statistical material. A bibliography to guide further study is included as an appendix.

Use of Microsoft Excel for Statistical Analysis

Essentials of Modern Business Statistics with Microsoft Excel is first and foremost a statistics textbook that emphasizes statistical concepts and applications. But since most practical problems are too large to be solved using hand calculations, some type of statistical software package is required to solve these problems. There are several excellent statistical packages available today. However, because most students and potential employers value spreadsheet experience, many schools now use a spreadsheet package in their statistics courses. Microsoft Excel is the most widely used spreadsheet package in business as well as in colleges and universities. We have written *Essentials of Modern Business Statistics with Microsoft Excel* especially for statistics courses in which Microsoft Excel is used as the software package.

Excel has been integrated within each of the chapters and plays an integral part in providing an application orientation. Although we assume that readers using this text are familiar with Excel basics such as selecting cells, entering formulas, and copying we do not assume that readers are familiar with Excel or Excel's tools for statistical analysis. As a result, we have included Appendix E, which provides an introduction to Excel and tools for statistical analysis.

Throughout the text the discussion of using Excel to perform a statistical procedure appears in a subsection immediately following the discussion of the statistical procedure. We believe that this style enables us to fully integrate the use of Excel throughout the text, but still maintain the primary emphasis on the statistical methodology being discussed. In each of these subsections, we use a standard format for using Excel for statistical analysis. There are four primary tasks: Enter/Access Data, Enter Functions and Formulas, Apply Tools, and Editing Options. We believe a consistent framework for applying Excel helps users to focus on the statistical methodology without getting bogged down in the details of using Excel.

In presenting worksheet figures we often use a nested approach in which the worksheet shown in the background of the figure displays the formulas and the worksheet shown in the foreground shows the values computed using the formulas. Different colors and shades of colors are used to differentiate worksheet cells containing data, highlight cells containing

Excel functions and formulas, and highlight material printed by Excel as a result of using one or more data analysis tools.

Changes in the Eighth Edition

We appreciate the acceptance and positive response to the previous editions of *Essentials of Modern Business Statistics with Microsoft Excel*. Accordingly, in making modifications for this new edition, we have maintained the presentation style and readability of those editions. The significant changes in the new edition are summarized here.

- **Software.** In addition to step-by-step instructions and screen captures that show how to use the latest version of Excel to implement statistical procedures, we also provide instructions for Excel Online and R through the MindTap Reader.
- **New Examples and Exercises Based on Real Data.** In this edition, we have added headers to all Applications exercises to make the application of each exercise more clear. We have also added over 160 new examples and exercises based on real data and referenced sources. By using data from sources also used by *The Wall Street Journal*, *USA Today*, *The Financial Times*, *Forbes*, and others, we have drawn from actual studies and applications to develop explanations and create exercises that demonstrate the many uses of statistics in business and economics. We believe that the use of real data from interesting and relevant problems generates greater student interest in the material and enables the student to more effectively learn about both statistical methodology and its application.
- **Case Problems.** We have added four new case problems to this edition. The 47 case problems in the text provide students with the opportunity to analyze somewhat larger data sets and prepare managerial reports based on the results of their analysis.
- **Appendixes for Use of R.** We now provide appendixes in the MindTap Reader for many chapters that demonstrate the use of the popular open-source software R and RStudio for statistical applications. The use of R is not required to solve any problems or cases in the textbook, but the appendixes provide an introduction to R and RStudio for interested instructors and students.

Features and Pedagogy

Authors Anderson, Sweeney, Williams, Camm, Cochran, Fry, and Ohlmann have continued many of the features that appeared in previous editions. Important ones for students are noted here.

Methods Exercises and Applications Exercises

The end-of-section exercises are split into two parts, Methods and Applications. The Methods exercises require students to use the formulas and make the necessary computations. The Applications exercises require students to use the chapter material in real-world situations. Thus, students first focus on the computational “nuts and bolts” and then move on to the subtleties of statistical application and interpretation.

Margin Annotations and Notes and Comments

Margin annotations that highlight key points and provide additional insights for the student are a key feature of this text. These annotations, which appear in the margins, are designed to provide emphasis and enhance understanding of the terms and concepts being presented in the text.

At the end of many sections, we provide Notes and Comments designed to give the student additional insights about the statistical methodology and its application. Notes and Comments include warnings about or limitations of the methodology, recommendations for application, brief descriptions of additional technical considerations, and other matters.

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Essentials of Modern Business Statistics^{8e} with Microsoft[®] Excel[®]

Chapter 1

Data and Statistics

CONTENTS

STATISTICS IN PRACTICE:
BLOOMBERG BUSINESSWEEK

1.1 APPLICATIONS IN BUSINESS AND ECONOMICS

- Accounting
- Finance
- Marketing
- Production
- Economics
- Information Systems

1.2 DATA

- Elements, Variables, and Observations
- Scales of Measurement
- Categorical and Quantitative Data
- Cross-Sectional and Time Series Data

1.3 DATA SOURCES

- Existing Sources
- Observational Study
- Experiment
- Time and Cost Issues
- Data Acquisition Errors

1.4 DESCRIPTIVE STATISTICS

1.5 STATISTICAL INFERENCE

1.6 STATISTICAL ANALYSIS USING MICROSOFT EXCEL

- Data Sets and Excel Worksheets
- Using Excel for Statistical Analysis

1.7 ANALYTICS

1.8 BIG DATA AND DATA MINING

1.9 ETHICAL GUIDELINES FOR STATISTICAL PRACTICE

SUMMARY 24

GLOSSARY 24

SUPPLEMENTARY EXERCISES 25

APPENDIXES

APPENDIX 1.1: GETTING STARTED WITH R AND RSTUDIO
(MINDTAP READER)

APPENDIX 1.2: BASIC DATA MANIPULATION IN R
(MINDTAP READER)

STATISTICS IN PRACTICE

Bloomberg Businessweek*

NEW YORK, NEW YORK

Bloomberg Businessweek is one of the most widely read business magazines in the world. Along with feature articles on current topics, the magazine contains articles on international business, economic analysis, information processing, and science and technology. Information in the feature articles and the regular sections helps readers stay abreast of current developments and assess the impact of those developments on business and economic conditions.

Most issues of *Bloomberg Businessweek* provide an in-depth report on a topic of current interest. Often, the in-depth reports contain statistical facts and summaries that help the reader understand the business and economic information. Examples of articles and reports include the impact of businesses moving important work to cloud computing, the crisis facing the U.S. Postal Service, and why the debt crisis is even worse than we think. In addition, *Bloomberg Businessweek* provides a variety of statistics about the state of the economy, including production indexes, stock prices, mutual funds, and interest rates.

Bloomberg Businessweek also uses statistics and statistical information in managing its own business. For example, an annual survey of subscribers helps the company learn about subscriber demographics, reading habits, likely purchases, lifestyles, and so on. *Bloomberg Businessweek* managers use statistical summaries from the survey to provide better services to subscribers and advertisers. One North American subscriber survey indicated that 64% of *Bloomberg Businessweek* subscribers are involved with computer

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Bloomberg Businessweek uses statistical facts and summaries in many of its articles. AP Images/Weng lei-Imaginechina

purchases at work. Such statistics alert *Bloomberg Businessweek* managers to subscriber interest in articles about new developments in computers. The results of the subscriber survey are also made available to potential advertisers. The high percentage of subscribers involved with computer purchases at work would be an incentive for a computer manufacturer to consider advertising in *Bloomberg Businessweek*.

In this chapter, we discuss the types of data available for statistical analysis and describe how the data are obtained. We introduce descriptive statistics and statistical inference as ways of converting data into meaningful and easily interpreted statistical information.

Frequently, we see the following types of statements in newspapers and magazines:

- Unemployment dropped to an 18-year low of 3.8% in May 2018 from 3.9% in April and after holding at 4.1% for the prior six months (*Wall Street Journal*, June 1, 2018).
- Tesla ended 2017 with around \$5.4 billion of liquidity. Analysts forecast it will burn through \$2.8 billion of cash this year (*Bloomberg Businessweek*, April 19, 2018).
- The biggest banks in America reported a good set of earnings for the first three months of 2018. Bank of America and Morgan Stanley made quarterly net profits of \$6.9 billion and \$2.7 billion, respectively (*The Economist*, April 21, 2018).
- According to a study from the Pew Research Center, 15% of U.S. adults say they have used online dating sites or mobile apps (*Wall Street Journal*, May 2, 2018).

- According to the U.S. Centers for Disease Control and Prevention, in the United States alone, at least 2 million illnesses and 23,000 deaths can be attributed each year to antibiotic-resistant bacteria (*Wall Street Journal*, February 13, 2018).

The numerical facts in the preceding statements—3.8%, 3.9%, 4.1%, \$5.4 billion, \$2.8 billion, \$6.9 billion, \$2.7 billion, 15%, 2 million, 23,000—are called **statistics**. In this usage, the term *statistics* refers to numerical facts such as averages, medians, percentages, and maximums that help us understand a variety of business and economic situations. However, as you will see, the subject of statistics involves much more than numerical facts. In a broader sense, statistics is the art and science of collecting, analyzing, presenting, and interpreting data. Particularly in business and economics, the information provided by collecting, analyzing, presenting, and interpreting data gives managers and decision makers a better understanding of the business and economic environment and thus enables them to make more informed and better decisions. In this text, we emphasize the use of statistics for business and economic decision making.

Chapter 1 begins with some illustrations of the applications of statistics in business and economics. In Section 1.2 we define the term *data* and introduce the concept of a data set. This section also introduces key terms such as *variables* and *observations*, discusses the difference between quantitative and categorical data, and illustrates the uses of cross-sectional and time series data. Section 1.3 discusses how data can be obtained from existing sources or through survey and experimental studies designed to obtain new data. The uses of data in developing descriptive statistics and in making statistical inferences are described in Sections 1.4 and 1.5. The last four sections of Chapter 1 provide the role of the computer in statistical analysis, an introduction to business analytics and the role statistics plays in it, an introduction to big data and data mining, and a discussion of ethical guidelines for statistical practice.

1.1 Applications in Business and Economics

In today's global business and economic environment, anyone can access vast amounts of statistical information. The most successful managers and decision makers understand the information and know how to use it effectively. In this section, we provide examples that illustrate some of the uses of statistics in business and economics.

Accounting

Public accounting firms use statistical sampling procedures when conducting audits for their clients. For instance, suppose an accounting firm wants to determine whether the amount of accounts receivable shown on a client's balance sheet fairly represents the actual amount of accounts receivable. Usually the large number of individual accounts receivable makes reviewing and validating every account too time-consuming and expensive. As common practice in such situations, the audit staff selects a subset of the accounts called a sample. After reviewing the accuracy of the sampled accounts, the auditors draw a conclusion as to whether the accounts receivable amount shown on the client's balance sheet is acceptable.

Finance

Financial analysts use a variety of statistical information to guide their investment recommendations. In the case of stocks, analysts review financial data such as price/earnings ratios and dividend yields. By comparing the information for an individual stock with information about the stock market averages, an analyst can begin to draw a conclusion as to whether the stock is a good investment. For example, the average dividend yield for the S&P 500 companies for 2017 was 1.88%. Over the same period the average dividend yield for Microsoft was 1.72% (*Yahoo Finance*). In this case, the statistical information on dividend yield indicates a lower dividend yield for Microsoft

than the average dividend yield for the S&P 500 companies. This and other information about Microsoft would help the analyst make an informed buy, sell, or hold recommendation for Microsoft stock.

Marketing

Electronic scanners at retail checkout counters collect data for a variety of marketing research applications. For example, data suppliers such as The Nielsen Company and IRI purchase point-of-sale scanner data from grocery stores, process the data, and then sell statistical summaries of the data to manufacturers. Manufacturers spend hundreds of thousands of dollars per product category to obtain this type of scanner data. Manufacturers also purchase data and statistical summaries on promotional activities such as special pricing and the use of in-store displays. Brand managers can review the scanner statistics and the promotional activity statistics to gain a better understanding of the relationship between promotional activities and sales. Such analyses often prove helpful in establishing future marketing strategies for the various products.

Production

Today's emphasis on quality makes quality control an important application of statistics in production. A variety of statistical quality control charts are used to monitor the output of a production process. In particular, an x -bar chart can be used to monitor the average output. Suppose, for example, that a machine fills containers with 12 ounces of a soft drink. Periodically, a production worker selects a sample of containers and computes the average number of ounces in the sample. This average, or x -bar value, is plotted on an x -bar chart. A plotted value above the chart's upper control limit indicates overfilling, and a plotted value below the chart's lower control limit indicates underfilling. The process is termed "in control" and allowed to continue as long as the plotted x -bar values fall between the chart's upper and lower control limits. Properly interpreted, an x -bar chart can help determine when adjustments are necessary to correct a production process.

Economics

Economists frequently provide forecasts about the future of the economy or some aspect of it. They use a variety of statistical information in making such forecasts. For instance, in forecasting inflation rates, economists use statistical information on such indicators as the Producer Price Index, the unemployment rate, and manufacturing capacity utilization. Often these statistical indicators are entered into computerized forecasting models that predict inflation rates.

Information Systems

Information systems administrators are responsible for the day-to-day operation of an organization's computer networks. A variety of statistical information helps administrators assess the performance of computer networks, including local area networks (LANs), wide area networks (WANs), network segments, intranets, and other data communication systems. Statistics such as the mean number of users on the system, the proportion of time any component of the system is down, and the proportion of bandwidth utilized at various times of the day, are examples of statistical information that help the system administrator better understand and manage the computer network.

Applications of statistics such as those described in this section are an integral part of this text. Such examples provide an overview of the breadth of statistical applications. To supplement these examples, practitioners in the fields of business and economics provided chapter-opening Statistics in Practice articles that introduce the material covered in each chapter. The Statistics in Practice applications show the importance of statistics in a wide variety of business and economic situations.

1.2 Data

Data are the facts and figures collected, analyzed, and summarized for presentation and interpretation. All the data collected in a particular study are referred to as the **data set** for the study. Table 1.1 shows a data set containing information for 60 nations that participate in the World Trade Organization (WTO). The WTO encourages the free flow of international trade and provides a forum for resolving trade disputes.

Elements, Variables, and Observations

Elements are the entities on which data are collected. Each nation listed in Table 1.1 is an element with the nation or element name shown in the first column. With 60 nations, the data set contains 60 elements.

A **variable** is a characteristic of interest for the elements. The data set in Table 1.1 includes the following five variables:

- **WTO Status:** The nation's membership status in the World Trade Organization; this can be either as a member or as an observer.
- **Per Capita Gross Domestic Product (GDP) (\$):** The total market value (\$) of all goods and services produced by the nation divided by the number of people in the nation; this is commonly used to compare economic productivity of the nations.
- **Fitch Rating:** The nation's sovereign credit rating as appraised by the Fitch Group¹; the credit ratings range from a high of AAA to a low of F and can be modified by + or -.
- **Fitch Outlook:** An indication of the direction the credit rating is likely to move over the upcoming two years; the outlook can be negative, stable, or positive.

Measurements collected on each variable for every element in a study provide the data. The set of measurements obtained for a particular element is called an **observation**. Referring to Table 1.1, we see that the first observation contains the following measurements: Member, 3615, BB-, and Stable. The second observation contains the following measurements: Member, 49755, AAA, Stable, and so on. A data set with 60 elements contains 60 observations.

Scales of Measurement

Data collection requires one of the following scales of measurement: nominal, ordinal, interval, or ratio. The scale of measurement determines the amount of information contained in the data and indicates the most appropriate data summarization and statistical analyses.

When the data for a variable consist of labels or names used to identify an attribute of the element, the scale of measurement is considered a **nominal scale**. For example, referring to the data in Table 1.1, the scale of measurement for the WTO Status variable is nominal because the data "member" and "observer" are labels used to identify the status category for the nation. In cases where the scale of measurement is nominal, a numerical code as well as a nonnumerical label may be used. For example, to facilitate data collection and to prepare the data for entry into a computer database, we might use a numerical code for the WTO Status variable by letting 1 denote a member nation in the World Trade Organization and 2 denote an observer nation. The scale of measurement is nominal even though the data appear as numerical values.

The scale of measurement for a variable is considered an **ordinal scale** if the data exhibit the properties of nominal data and in addition, the order or rank of the data is meaningful. For example, referring to the data in Table 1.1, the scale of measurement for the Fitch Rating is ordinal, because the rating labels which range from AAA to F can be rank ordered from best credit rating AAA to poorest credit rating F. The rating letters provide

¹The Fitch Group is one of three nationally recognized statistical rating organizations designated by the U.S. Securities and Exchange Commission. The other two are Standard and Poor's and Moody's investor service.

TABLE 1.1 Data Set for 60 Nations in the World Trade Organization

Nation	WTO Status	Per Capita GDP (\$)	Fitch Rating	Fitch Outlook
Armenia	Member	3,615	BB–	Stable
Australia	Member	49,755	AAA	Stable
Austria	Member	44,758	AAA	Stable
Azerbaijan	Observer	3,879	BBB–	Stable
Bahrain	Member	22,579	BBB	Stable
Belgium	Member	41,271	AA	Stable
Brazil	Member	8,650	BBB	Stable
Bulgaria	Member	7,469	BBB–	Stable
Canada	Member	42,349	AAA	Stable
Cape Verde	Member	2,998	B+	Stable
Chile	Member	13,793	A+	Stable
China	Member	8,123	A+	Stable
Colombia	Member	5,806	BBB–	Stable
Costa Rica	Member	11,825	BB+	Stable
Croatia	Member	12,149	BBB–	Negative
Cyprus	Member	23,541	B	Negative
Czech Republic	Member	18,484	A+	Stable
Denmark	Member	53,579	AAA	Stable
Ecuador	Member	6,019	B–	Positive
Egypt	Member	3,478	B	Negative
El Salvador	Member	4,224	BB	Negative
Estonia	Member	17,737	A+	Stable
France	Member	36,857	AAA	Negative
Georgia	Member	3,866	BB–	Stable
Germany	Member	42,161	AAA	Stable
Hungary	Member	12,820	BB+	Stable
Iceland	Member	60,530	BBB	Stable
Ireland	Member	64,175	BBB+	Stable
Israel	Member	37,181	A	Stable
Italy	Member	30,669	A–	Negative
Japan	Member	38,972	A+	Negative
Kazakhstan	Observer	7,715	BBB+	Stable
Kenya	Member	1,455	B+	Stable
Latvia	Member	14,071	BBB	Positive
Lebanon	Observer	8,257	B	Stable
Lithuania	Member	14,913	BBB	Stable
Malaysia	Member	9,508	A–	Stable
Mexico	Member	8,209	BBB	Stable
Peru	Member	6,049	BBB	Stable
Philippines	Member	2,951	BB+	Stable
Poland	Member	12,414	A–	Positive
Portugal	Member	19,872	BB+	Negative
South Korea	Member	27,539	AA–	Stable
Romania	Member	9,523	BBB–	Stable
Russia	Member	8,748	BBB	Stable
Rwanda	Member	703	B	Stable
Serbia	Observer	5,426	BB–	Negative
Singapore	Member	52,962	AAA	Stable
Slovakia	Member	16,530	A+	Stable



Data sets such as Nations are available on the companion site for this title.

Slovenia	Member	21,650	A–	Negative
South Africa	Member	5,275	BBB	Stable
Spain	Member	26,617	A–	Stable
Sweden	Member	51,845	AAA	Stable
Switzerland	Member	79,888	AAA	Stable
Thailand	Member	5,911	BBB	Stable
Turkey	Member	10,863	BBB–	Stable
United Kingdom	Member	40,412	AAA	Negative
United States	Member	57,638	AAA	Stable
Uruguay	Member	15,221	BB+	Positive
Zambia	Member	1,270	B+	Negative

the labels similar to nominal data, but in addition, the data can also be ranked or ordered based on the credit rating, which makes the measurement scale ordinal. Ordinal data can also be recorded by a numerical code, for example, your class rank in school.

The scale of measurement for a variable is an **interval scale** if the data have all the properties of ordinal data and the interval between values is expressed in terms of a fixed unit of measure. Interval data are always numeric. College admission SAT scores are an example of interval-scaled data. For example, three students with SAT math scores of 620, 550, and 470 can be ranked or ordered in terms of best performance to poorest performance in math. In addition, the differences between the scores are meaningful. For instance, student 1 scored $620 - 550 = 70$ points more than student 2, while student 2 scored $550 - 470 = 80$ points more than student 3.

The scale of measurement for a variable is a **ratio scale** if the data have all the properties of interval data and the ratio of two values is meaningful. Variables such as distance, height, weight, and time use the ratio scale of measurement. This scale requires that a zero value be included to indicate that nothing exists for the variable at the zero point. For example, consider the cost of an automobile. A zero value for the cost would indicate that the automobile has no cost and is free. In addition, if we compare the cost of \$30,000 for one automobile to the cost of \$15,000 for a second automobile, the ratio property shows that the first automobile is $\$30,000/\$15,000 = 2$ times, or twice, the cost of the second automobile.

Categorical and Quantitative Data

Data can be classified as either categorical or quantitative. Data that can be grouped by specific categories are referred to as **categorical data**. Categorical data use either the nominal or ordinal scale of measurement. Data that use numeric values to indicate how much or how many are referred to as **quantitative data**. Quantitative data are obtained using either the interval or ratio scale of measurement.

A **categorical variable** is a variable with categorical data, and a **quantitative variable** is a variable with quantitative data. The statistical analysis appropriate for a particular variable depends upon whether the variable is categorical or quantitative. If the variable is categorical, the statistical analysis is limited. We can summarize categorical data by counting the number of observations in each category or by computing the proportion of the observations in each category. However, even when the categorical data are identified by a numerical code, arithmetic operations such as addition, subtraction, multiplication, and division do not provide meaningful results. Section 2.1 discusses ways of summarizing categorical data.

Arithmetic operations provide meaningful results for quantitative variables. For example, quantitative data may be added and then divided by the number of observations to compute the average value. This average is usually meaningful and easily interpreted. In

The statistical method appropriate for summarizing data depends upon whether the data are categorical or quantitative.

general, more alternatives for statistical analysis are possible when data are quantitative. Section 2.2 and Chapter 3 provide ways of summarizing quantitative data.

Cross-Sectional and Time Series Data

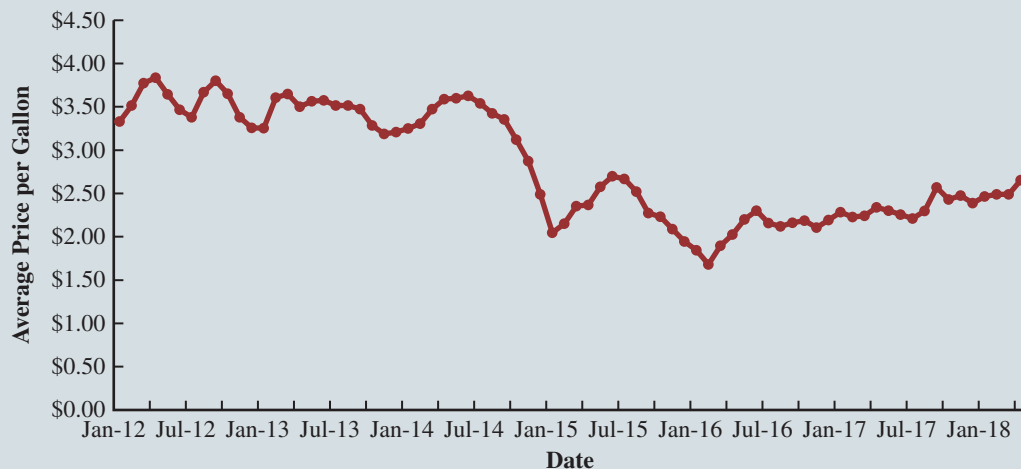
For purposes of statistical analysis, distinguishing between cross-sectional data and time series data is important. **Cross-sectional data** are data collected at the same or approximately the same point in time. The data in Table 1.1 are cross-sectional because they describe the five variables for the 60 World Trade Organization nations at the same point in time. **Time series data** are data collected over several time periods. For example, the time series in Figure 1.1 shows the U.S. average price per gallon of conventional regular gasoline between 2012 and 2018. From January 2012 until June 2014, prices fluctuated between \$3.19 and \$3.84 per gallon before a long stretch of decreasing prices from July 2014 to January 2015. The lowest average price per gallon occurred in January 2016 (\$1.68). Since then, the average price appears to be on a gradual increasing trend.

Graphs of time series data are frequently found in business and economic publications. Such graphs help analysts understand what happened in the past, identify any trends over time, and project future values for the time series. The graphs of time series data can take on a variety of forms, as shown in Figure 1.2. With a little study, these graphs are usually easy to understand and interpret. For example, Panel (A) in Figure 1.2 is a graph that shows the Dow Jones Industrial Average Index from 2008 to 2018. Poor economic conditions caused a serious drop in the index during 2008 with the low point occurring in February 2009 (7,062). After that, the index has been on a remarkable nine-year increase, reaching its peak (26,149) in January 2018.

The graph in Panel (B) shows the net income of McDonald's Inc. from 2008 to 2017. The declining economic conditions in 2008 and 2009 were actually beneficial to McDonald's as the company's net income rose to all-time highs. The growth in McDonald's net income showed that the company was thriving during the economic downturn as people were cutting back on the more expensive sit-down restaurants and seeking less-expensive alternatives offered by McDonald's. McDonald's net income continued to new all-time highs in 2010 and 2011, decreased slightly in 2012, and peaked in 2013. After three years of relatively lower net income, their net income increased to \$5.19 billion in 2017.

Panel (C) shows the time series for the occupancy rate of hotels in South Florida over a one-year period. The highest occupancy rates, 95% and 98%, occur during the months

FIGURE 1.1 U.S. Average Price per Gallon for Conventional Regular Gasoline

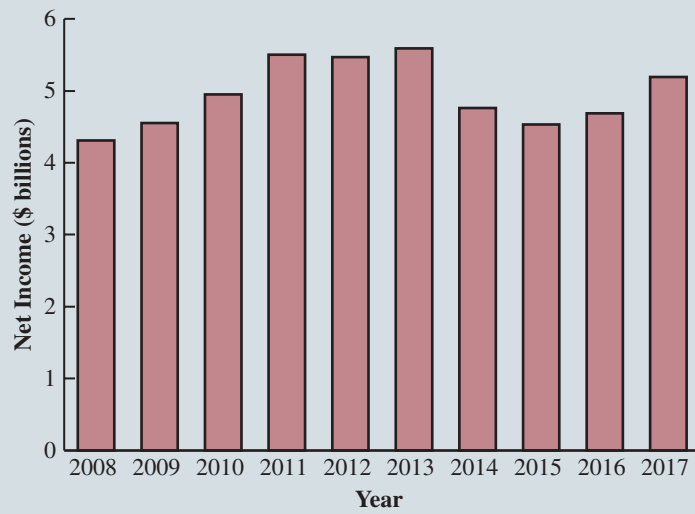


Source: Energy Information Administration, U.S. Department of Energy.

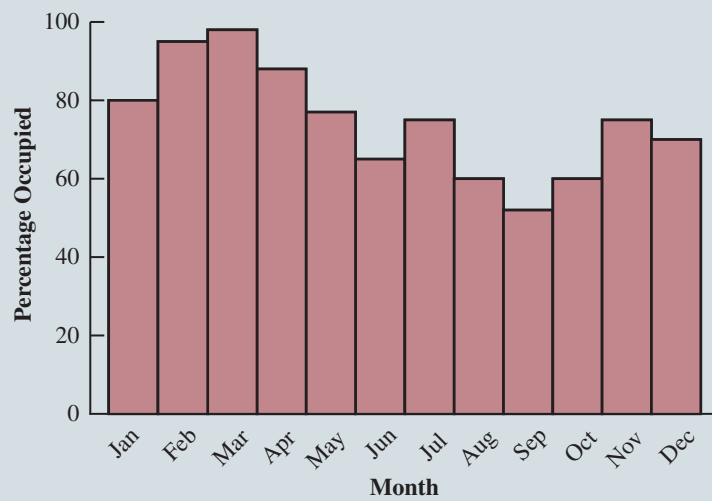
FIGURE 1.2 A Variety of Graphs of Time Series Data



(A) Dow Jones Industrial Average Index



(B) Net Income for McDonald's Inc.



(C) Occupancy Rate of South Florida Hotels