
Course Title: Business Data Analysis
Course Number: 201 - 316 - VA
Section: 00002
Semester: Fall 2025

Instructor: I.T. Ivanov
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Course Description: The course is designed for students who plan to make a career in business. The presentation of topics, examples and problems is driven by what the Business Administration Department believe is necessary to make a future business person literate in Business Data Analysis. At the end of the course the student will be able to:

- Think critically about any business data issue covered in other business courses.
- Make informed decisions on quantitative issues that will confront her/him in a future business career.
- Use data analysis skills needed for subsequent endeavours.
- Reason quantitatively, and clearly explain and present her/his reasoning so as to meet the challenges of business.

Ponderation: Theory 3 hours. Lab 1 hour. Homework 3 hours.

Prerequisites: None.

Teaching Methods:

A combination of lectures, class and lab exercises, along with homework and classwork will prepare the students for three term tests. Excel software will be used in Lab sessions during the course.

Course Materials: Lecture notes will be provided by the teacher.

Additional Expenses: Scientific calculator.

Office Hours: Thursdays 2 pm - 4 pm.

Competencies to be achieved: Please consult the course content document for details on the course objectives and expected learning outcomes. It will be available on Lea.

Approximate Date of Evaluations: The **term test** will take place in week 7. The **final exam** will be scheduled in the last week of classes. Written assignments and/or Excel exercises will be due every week.

LIA (Learning Integration Assessment): An end-of-term project that requires the students to apply, in a practical manner, the statistical skills they have learned over the semester to a business topic relevant to their discipline (Marketing, Accounting, Financial Services). The written project is a key study where the students will have to analyze data and draw appropriate business conclusions.

Evaluation: Your final mark will be computed as follows:

20%	Term Test	October 9th (tentative)
30%	Final Exam	December 11th (tentative)
30%	Student Project	December 18th
20%	In Class Exercises and Labs	Weekly

Classroom Policies:

1. Students who miss a class, test, or assignment for medical reasons must declare their absence by completing the College's online Medical Absence form. A screenshot of the completed form must be sent via MIO to all affected teachers, ideally on the same day of the absence and no later than 48 hours afterwards.
2. Make-up assessments must normally be written within one week of the student's return, unless otherwise arranged with the teacher. Delaying a make-up beyond this period without valid justification may result in the assessment being marked as a zero. Writing the make-up promptly ensures timely feedback and prevents the workload from accumulating at the end of the semester.
3. Attendance is highly recommended. It is the student's duty to remain informed about what takes place in class he/she misses. Absence from class does not excuse students from their responsibilities.
4. Students are expected to check the course [Webpage](#) on a regular basis. Course material, announcements, and important dates will be posted there.
5. For paper assignments: handwritten solutions with detailed explanations as to how you arrived at the answer are expected. Questions concerning assignments need to be fielded 48 hours before the deadline.
6. Communication via MIO/email: students can generally expect a response within 24-48 hours during the hours of 9 AM and 5 PM, Monday to Friday. (If sending an email/MIO on a Friday, expect a response on Monday).

Course Policies:

It is the student's responsibility to be familiar with and adhere to the Vanier College Academic Policies. The complete policies can be found on the Vanier College website, under [Policies](#). Students should pay particular attention to the [Institutional Policy on the Evaluation of Student Achievement \(IPESA\)](#). The IPESA aims to clarify the structures and means that ensure the fair and equitable evaluation of student achievement, including the conditions for learning, assessment, and certification.

Section 11.4 of IPESA provides details on **Academic Integrity**, which is an essential component of any educational institution and all students are expected to uphold the highest standards of academic integrity during their college studies. Failure to do so may result in serious consequences – please see section 11.4.2 on **Academic Misconduct**. There are many [resources](#) available to support academic integrity in your courses. If you have a problem that you have been unable to resolve by talking with your teacher, please reach out to the [Student Advocate](#) or to a Faculty Dean's office (A-286, B-208, N-301). For Continuing Education courses, students can visit E-115.

Student Academic Complaints (Policy number 7210-8) The Vanier College Student Academic Complaints Policy and procedures puts an emphasis on mediation as the primary means to resolve complaints in the academic area. If you have a problem with a teacher and have been unable to resolve it by talking with him or her, you may wish to enlist the help of the Faculty Mediation Committee. The committee member names and contact information are available in Student Services or through the office of the Faculty Dean.

Department Coordinator : Stephen Newbigging newbiggs@vaniercollege.qc.ca

Faculty Dean: Haritos Kavallos kavalloh@vaniercollege.qc.ca