

Meeting the Prerequisite for PA 407 and PA 410

To enroll in the core course PA 407: Data Analysis for Public Administration and the core course PA 410: Economics for Public Administration, you must meet the prerequisite as stated in the course catalog: "Appropriate score on the department placement test; or consent of the instructor." You can obtain consent of the instructor by providing **Documentation of Prior Coursework** or take the department placement test through **On-Line Self Study**. To determine which option is appropriate for you, examine the list of topics below; topics that you will be expected to comprehend or have familiarity with, upon registering for PA407 and PA410. You must demonstrate a *comprehension* of the following topics:

Algebra Review

- Percentages and rates of change, exponents
- Linear equations, variables, constant terms, solving inequalities

Coordinate Systems and Graphs

- Slopes and rates of change
- Graphing lines
- Interpreting points on a line or curve

Set Theory and Logic

- Boolean operators (AND, IF, OR statements)
- Unions and intersections

You must demonstrate a *familiarity with* the following topics:

Probability

- Frequency distributions and probability distributions
- Joint probability, conditional probability, and independence
- Normality
- Randomization, sampling, and expected values

Measurement

- Descriptive statistics (e.g.: mean, median, mode, variance, standard deviation, etc.)
- Standardization (e.g.: per capita, inflation-adjustments, seasonal adjustments, etc.)
- Moving averages

How "familiar" is familiar? What level of "comprehension" is expected? We have created an online resource – the PA407/410 Prerequisite Blackboard Course – that includes several tests and tutorials.

To log into Blackboard:

1. Go to UIC website: www.uic.edu, scroll down to "quick links" and pull down menu to "Blackboard CourseInfo". Hit "Go".
2. Click "log in" and enter under "UIC NetID" the following (please note these are case sensitive):
 - a. UIC NetID: **Your UIC NetID**
 - b. ACCC Common Password: **Your ACCC Common Password**
3. Click on the link to the right "Prerequisite to PA 407/410", which is under "Courses in which you are enrolled."
4. Follow the links to review the tests and tutorials.

If your level of knowledge of these topics is very good, based on previous post-secondary coursework, then you may elect to provide **Documentation of Prior Coursework**. In this case, please shar@uic.edu by July 1st with the list of courses that we can verify from your transcript. Once verified, you will have met the prerequisite via consent of the instructor.

If your prior coursework does not allow you to obtain consent of the instructor, or if you do not feel as though your level of comprehension of the above topics is sufficient, or if you would like to update your skills in these areas, you may choose the **On-Line Self Study** option. The On-Line Self Study option allows you to pass the placement test by reviewing study materials on line at your own pace.

a. On-line Self Study: The prerequisite blackboard course contains a variety of self-study materials and practice quizzes that you can review in preparation for the department exam (two quizzes), which can be taken at any time and submitted electronically to shar@uic.edu. **You must successfully pass both exams with a 90% or higher and submit your scores by Friday, August 21st.**

b. To log into Blackboard:

i. Go to UIC website: www.uic.edu, scroll down to “quick links” and pull down menu to “Blackboard CourseInfo”. Hit “Go”.

ii. Click “log in” and enter under “UIC NetID” the following (please note these are case sensitive):

i. UIC NetID: **Your UIC NetID**

ii. ACCC Common Password: **Your ACCC Common Password**

iii. Click on the link to the right “Prerequisite to PA407”, which is under “Courses in which you are enrolled.”

iv. Follow the link for Self-Study Students.

IN EITHER CASE, PLEASE E-MAIL shar@uic.edu BY JULY 1st WITH YOUR CHOICE.