

# Chemistry 171 Introduction to Experimentation Spring 2008

## Required Items: by week 2

1. Make sure you are registered. Part of your term bill, if you registered for 171 was a fee that covers the manual and the disposable items. If your name does not appear on our roster, you are not in the course and will not receive a manual, goggles or the rest of the chem kit.
2. Pad-lock for your drawer

## Description of Course:

Course Coordinators: Donald Siegel ([siegel@rutchem](mailto:siegel@rutchem)) 445-5205 (WL) 445-3350 (Be)  
Setareh Marvasti([marvastis@aol.com](mailto:marvastis@aol.com)) 445-5205 (WL)

Stockroom phone numbers: 445-2318 (Beck-LIV)  
932-9319 (CHEM-D/C)

Course website: [http://rutchem.rutgers.edu/Courses\\_s08/Chem171/index171.shtml](http://rutchem.rutgers.edu/Courses_s08/Chem171/index171.shtml) or on sakai.

This course is a laboratory course. The grade you receive in chem. 171 is based primarily on what you do during the labs. You are being graded on technique and accuracy. Occasionally, a student can do all the proper steps in the correct order, and still have bad results. This is usually because of poor technique, but regardless of the reason, we grade on the data you turn in. Grades and scores will be posted on sakai.

A total of 950 points are allocated as follows: skills test (25 pts), 10 experiments (550 pts), 9 quizzes (90 pts, the worst one of 10 quizzes will be excluded), 25 points for check-out, and Final Examination (180 pts). Also your TA will assess such things as basic understanding of the experiment, general lab skills, degree of preparedness, tidiness of the work area, handling of chemicals and wastes, and cooperation in following instructions (80 pts). **Of the entire class, approximately 20% will get A's; 30%, B's; 40%, C's; 10%, D's or F's. The final examination performance of each section will be used to adjust the above distribution slightly.**

In the Spring semester, 171 is designed for students taking General Chemistry II. Students who are not currently enrolled in and have never taken chem. 160, 162, or 164 (e.g. students currently enrolled in 161) may find some of the labs difficult and might consider taking the lab another semester.

The pre-lab assignment is due at the beginning of each lab. Immediately following is the quiz that covers the previous and current experimentation. All quizzes are closed-book. Students taking a quiz with a lab book or notebook open will have the quiz confiscated and receive a grade of zero on that quiz. **Latecomers will not get extra time or be allowed to make up the quiz, and no credit will be given for pre-lab assignment.** You will perform the experiment **after** your instructor discusses various aspects of the work, changes in procedure, and any tips. **SAFETY GOGGLES MUST BE WORN PROPERLY IN THE LAB**, if any one of the drawers is open. **PENALTIES FOR VIOLATIONS WILL BE IMPOSED WITHOUT WARNING.**

You will **not** need a separate lab notebook. Record all data directly on the data sheet provided and **show all calculations**. Any extra paper used must be handed in with the lab report. All entries have to be made **in ink**. A single line through the entry can be used to indicate any deletion—correctional fluid is not allowed. All lab reports must be submitted with the cover sheet at the end of the lab period whether the experiment is completed on the same day or carried over to the next laboratory period. **NO EXTRA TIME WILL BE ALLOWED FOR UNFINISHED WORK and no credit will be given if the report is taken out of the laboratory and submitted later.** Some of the prelabs will include an electronic component. For these, you will need to purchase an access code from Late Nite Labs ([www.latenitelabs.com](http://www.latenitelabs.com)). The access fee is \$15.00.

Once you check into a drawer you must check out again. If you drop the course, you must check out before the course is over or you will be charged \$50.00.

## **Absence:**

An unexcused absence will result in a zero grade for the missed experiment; three (3) unexcused absences will constitute an automatic failing grade for the course. Anyone with more than 3 excused absences will be asked to drop the course and take it another time. Students with exactly 3 absences (of any sort) will be considered on a case-by-case basis. For excused absences, an average of completed lab grades will be assigned. **We will not excuse you or permit you to make up the lab to take a common hourly exam during your scheduled lab period!** Regularly scheduled classes take priority over common hourly exams and your instructor **must** make alternate arrangements. Students who miss lab to take an exam will receive a zero on the lab.

To be excused from the lab or to arrange a make-up lab, you have to bring:

- i) a letter from your coach for **sports**
- ii) a note from your religious leader for **religious holidays** or
- iii) a doctor's note or your file number from the infirmary for **sickness**

A **Make Up Request Form** is required **at least 2 weeks in advance** for any absence other than illness. You must include all documentation with the request.

Due to the large size of this course, make-up labs may not be possible. Under extreme circumstances, a make-up lab may be possible in the same week with **prior consent from coordinators or stockroom personnel**. Only the coordinator(s) can approve absences for reasons other than illness. **Your TA cannot approve any absence**. If you missed a lab, contact coordinators or stockroom personnel as soon as possible to fill out a make-up authorization form. Without an authorization form, you will not be able to make up the lab. **Under no circumstances will a make-up lab be permitted once the last date for that experiment has past**. You must attempt to arrange a make-up for us to excuse the lab.

You must provide suitable documentation of all absences in a timely fashion. If you miss a lab and cannot make it up, fill out an **Excused Absence Form**, including written documentation. If we do not have written documentation from an acceptable source verifying that the absence was legitimate and excusable, within 15 business days from the absence, we will not count it. The coordinators, not the TAs, excuse absences. If the documentation is not received by the coordinator(s) within the 15-day time limit, then the absence will not be excused.

Missing the lab due to violation of the dress code is **NEVER** considered an excused absence!

## **Breakage:**

When you break a piece of equipment, first clean up the broken glass (placing it in the appropriate disposal container), then go to the stockroom. You will fill out a breakage slip with the requested information including which item(s) you broke. The cost of these items will be totaled, and at the end of the semester the total will be submitted to the cashier's office. You will receive a bill for the broken items. **Do not pay the stockroom personnel for broken equipment. You will be billed at a later date**. Any equipment missing from your drawer at check-out will be added to this total. Failure to pay this bill promptly can result in deregistration, withholding of transcripts, and revocation of other privileges the University may deem appropriate. In addition, if you break an excessive amount of equipment, you will receive a grade of TF until the value of the breakage is paid.

## **Academic honesty**

You are being graded on the work **you** perform. Use of lab reports from other students (past or present) is expressly forbidden. Both the lender and the borrower are subject to severe penalties. Some discussion about the labs is acceptable at the discretion of the TA, but you must perform all the work (including the data analysis and answering of questions) yourself. The TA is free to ask you at any point to explain what you are doing. This is to help the TA instruct the confused and prevent copying of answers. If you are confused, ask for help. Don't just copy an answer.

We cannot see everything that occurs in lab. If you observe any violations of the rules, you owe it to yourself and your fellow students to report it. We will treat these reports in the strictest confidence.

Here are some common violations of the academic honesty policy and the penalties that have been assessed in the past:

<b>Violation</b>	<b>Penalty</b>
Possession of previous semester's lab report in class	Zero on lab
Manufacturing data	Zero on lab
Performing unauthorized experiments (horseplay)	Zero on lab
Copying quiz from neighbor	Zero on quiz
Second offence for any of the above	Failure of course

In addition to the penalties above, your academic dean will be informed of the infraction. You may be placed on academic probation, suspended, or expelled. Further, record of the violation can impact your ability to obtain professional credentials and/or licenses in the future.

**Chain of Command:**

If you have a question about grading, you should first talk about it with your TA. If you are not satisfied with the explanation, you may raise the question with either of the course coordinators. We will not intervene for questions of a small number of points. Decisions made for safety (such as ejection for violation of safety rules) can be made by any TA, the stockroom personnel, or one of the coordinators. These decisions are final and not subject to appeal. If you have a question about content, concepts or procedures then you may ask any TA or either of the coordinators for help. Each TA and coordinator holds office hours, this is the perfect time to discuss such matters.

You must attempt to clear up any concerns you have about the grading of your reports as soon as possible. You have three weeks after the end of any given lab to request that its grading be reviewed. The coordinators will not consider appeals after the three weeks are up.

**Distribution of points**

<b>Item</b>	<b>Points</b>
Skills test	25
Experiments (total of 10)	550
Quizzes (best 9 of 10)	90
TA Evaluation	80
Check out	25
Exam	180
<b>TOTAL</b>	<b>950</b>

**Final Examination**

The final examination will be held **on Tuesday, May 9, 2006 at 8:00PM-9:00PM**. Check all your courses to see what other finals you have. If you have another exam scheduled at the same time or if you have exams in the times listed below, fill out the attached **Conflict Exam Form** by **April 28<sup>th</sup>**. All information and documentation must be included with the form.

The final exam will be in the CAC Gym or Gym Annex, depending on which section you attend. The exam format is similar to the quizzes, prelabs and post labs. The grading will be based on the set up of the problems, not the final answer. **No notes, whether on paper or electronic, will be permitted in the exam. NO CALCULATORS OF ANY TYPE WILL BE PERMITTED ON THE FINAL EXAM. If you have a cellphone, pager, or other electronic device visible during the exam, even if it is turned off, you will receive a zero on the test and fail the course.**

### **Exam Times that constitute a conflict**

<b>Case I</b>	<b>Case II</b>	<b>Case III</b>	<b>Case IV</b>
5/13 8:00AM-11:00 AM	5/13 8:00AM-11:00 AM	5/13 4:00PM-7:00PM	5/13 Chem Lab
5/13 12:00PM-3:00PM	5/13 4:00PM-7:00PM	Chem Lab	5/14 8:00AM-11:00AM
Chem Lab	Chem Lab	5/14 8:00AM-11:00AM	5/14 12:00PM-3:00PM