Instructor: Dr. Michelle Greene  
E-mail: mgreene@chem.siu.edu  
Office Information: Necker 295  
Office Hours: By appointment

REQUIRED TEXT
Chemistry 201--General Chemistry Laboratory I [Qingfeng Ge]

COURSE HIGHLIGHTS

- There are eleven experiments for this course (see course schedule below), and each experimental procedure will be completed in one lab period. All experiments will come exclusively out of the lab manual required for the course – except Experiment 11.

- There will be a prelab assignment to be completed at SIU Online (D2L) prior to lab; students will NOT be able to begin the lab until the prelab is complete. Any student not completing the prelab before the laboratory will forfeit their quiz. NOTE: the prelab cannot be completed until the student has watched the video.

- There will be weekly quizzes scheduled to be given at the beginning of lab covering the lab assigned for the week; therefore, it is to your benefit you arrive on time. There will not be any make ups for quizzes due to being late or absent.

- Each experiment will have postlab exercises, and these will be due at the end of each lab. Every student will be required to turn in his or her own postlab exercise unless otherwise directed by the TA in the lab. There will not be any make ups for postlab exercises due to being absent.

- There is also a final lab practical for the course in which each student must work independently. The specifics of the final lab practical will be revealed in the future. There will not be any make ups for missing the final lab practical.

- NOTE: If you withdraw from this class before the end of term, YOU are still required to check out of your laboratory. Failure to do so will result in a fine being charged to your Bursar account.

LABORATORY GUIDELINES

- A crucial rule for all laboratories, there should not be any consumption of food or drink at any time within the lab; this also includes gum chewing. This is a chemistry lab and chemicals are everywhere; therefore, it is to your benefit and safety to pay heed to this rule.

- No skin can be visible from the chest down. THERE ARE NO EXCEPTIONS TO THIS RULE. A student will be asked to leave and change into the appropriate attire before participating in the lab experiment.

- All cellphones should be silent or turned off during the lab at all times. Talking, texting, and surfing phone internet are absolutely prohibited inside the labs. If there is an emergency in which you must take a call during the lab, notify the TA immediately.

- You are to wear goggles or safety glasses while anyone in the laboratory is conducting the experiment. Goggles and safety glasses are provided by the Department of Chemistry & Biochemistry.
Every student will be required to review and sign the chemistry lab safety protocols presented during the first lab session. The protocols of the chemistry lab must be followed; there will not be any exceptions to the chemistry lab safety protocols.

Teach Assistants will be treated with respect at all times. Any disrespectful behavior, including refusal to follow your TA’s instructions or refusal to abide by course policies will result in a minimum penalty of a zero for the experiment.

**COURSE GRADE**
Each experiment is composed of a prelab, postlab, and a quiz.

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Prelabs</td>
<td>20%</td>
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<tr>
<td>Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Postlabs</td>
<td>60%</td>
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</tbody>
</table>

Final Grade Calculation

- **Experiments** 90%
- **Lab Practical** 10%

As stated above there are eleven experiments for the course; however, the lowest lab grade will be dropped. This does not include the final lab practical; the final is mandatory and must be taken. The final lab practical will be equivalent to one experiment. **The final course grade will be computed by including the grades from the best ten experiments and the final lab practical.**

Every student is required to complete every lab for the course. There are **NOT** any makeups for the labs.

At the end of the semester, all students that are still registered for the course will receive a letter grade. **Therefore, you must officially withdraw from the course if you plan not to complete the requirements.**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90%</td>
</tr>
<tr>
<td>B</td>
<td>80%</td>
</tr>
<tr>
<td>C</td>
<td>70%</td>
</tr>
<tr>
<td>D</td>
<td>60%</td>
</tr>
<tr>
<td>F</td>
<td>59% &gt; x</td>
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**PRELABORATORY LECTURE VIDEOS**
- All prelaboratory lectures can be found on the Desire2Learn website (online.siu.edu). Every experiment has a prelaboratory lecture which explains important concepts and computation guidelines with the exception of Experiment 11 and the Final Lab Practical. **All students are required to watch these videos prior to completing the online prelab assignment and attending the designated lab for the week. Preparation for the each lab is strictly the responsibility of the student.**

**UNIVERSITY POLICIES**
Academic Integrity: Students are expected to submit original work and adhere to the academic policies as stated in the SIU Student Conduct Code: policies.siu.edu/policies/conduct.html. Any act of academic dishonesty, cheating, or plagiarism in any form, including anonymous internet sources used in student papers,
will be reported. These acts are taken seriously and the consequences may range from failing an assignment to expulsion from the university.

**SIU Email:** Your SIU email account is an official form of University communication. The instructor and TAs will use SIU email as a primary means of electronic communication with students. Please make sure that you maintain a valid password and acquire the habit of regularly checking your SIU email account for important instructor and University announcements. You may view the official SIU Student Email Policy at: [policies.SIU.edu/policies/email.html](policies.SIU.edu/policies/email.html)

<table>
<thead>
<tr>
<th>Course Schedule</th>
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<tbody>
<tr>
<td><strong>Week</strong></td>
<td><strong>Date</strong></td>
</tr>
<tr>
<td>1</td>
<td>January 21-24</td>
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<tr>
<td>2</td>
<td>January 26-30</td>
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<tr>
<td>3</td>
<td>February 2-6</td>
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<tr>
<td>4</td>
<td>February 9-13</td>
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<td>5</td>
<td>February 16-20</td>
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<td>6</td>
<td>February 23-27</td>
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<td>7</td>
<td>March 2-6</td>
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<td>8</td>
<td>March 9-13</td>
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<td>9</td>
<td>March 16-20</td>
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<td>10</td>
<td>March 23-27</td>
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<tr>
<td>11</td>
<td>March 30-April 3</td>
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<td>12</td>
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<td>April 13-17</td>
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<td>15</td>
<td>April 27-May 1</td>
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<tr>
<td>16</td>
<td>May 4-8</td>
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<tr>
<td>17</td>
<td>May 11-15</td>
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IMPORTANT DATES *
Semester Class Begins .................................................. 01/20/2015
Last day to add a class (without instructor permission): .......... 01/25/2015
Last day to withdraw completely and receive a 100% refund: .02/01/2015
Last day to drop a course using SalukiNet: ......................... 04/05/2015
Last day to file diploma application (for name to appear in Commencement program): ........................................... 03/13/2015
Final examinations: ....................................................... 5/11–5/15/2015
Note: For outreach, internet, and short course drop/add dates, visit Registrar’s Academic webpage http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr.’s Birthday 01/19/2015
Spring Break 03/07 – 03/11/2015
WITHDRAWAL POLICY ~ Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit http://registrar.siu.edu/pdf/ugradcatalog1314.pdf

INCOMPLETE POLICY~ Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student’s grade point average. For more information please visit: http://registrar.siu.edu/grades/incomplete.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A, B, C, D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://registrar.siu.edu/pdf/ugradcatalog1314.pdf

GRADUATE POLICIES
Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit http://gradschool.siu.edu/about-us/grad-catalog/index.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements. http://disabilityservices.siu.edu/

PLAGIARISM CODE

MORRIS LIBRARY HOURS
http://www.lib.siu.edu/about

SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safe.siu.edu/

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu, http://salukicares.siu.edu/index.html

EMERGENCY PROCEDURES
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. We ask that you become familiar with the SIU Emergency Response Plan and Building Emergency Response Team (BERT) programs. Please reference the Building Emergency Response Protocols for Syllabus attachments on the following pages. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.

INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and sub-cultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well an essential preparation for any career. For more information please visit: http://www.inclusiveexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:
Tutoring : http://tutoring.siu.edu/
Math Labs: http://tutoring.siu.edu/math_tutoring/index.html

WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office’s main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit: http://diversity.siu.edu/#

Additional Resources Available:
SALUKINET: https://salukinet.siu.edu/cp/home/displaylogin
ADVISEMENT: http://advisement.siu.edu/
SIU ONLINE: http://online.siu.edu/