

Course Syllabus, Vernal Term 2014 C.E. (Last updated 26 December 2013 C.E.)

CHM113: General Chemistry I
Section Number 13130
27 January - 28 April 2014 C.E.
Laboratory: M 10:00-12:45 CLCC384

Instructor Information:

Dr. Ty C.M. Hoffman
ty@asu.edu
Office Hours: By appointment

Course Website:

As stated on Blackboard, you will be using my own (non-Blackboard) website. The URL for the general site is:

<http://www.public.asu.edu/~thoffman>

From that site, you can find the link to your specific section. Be sure to bookmark the site. You are REQUIRED to check the website frequently, even if nothing changes. The website includes (or will include) various resources to help you succeed. It is also where official announcements will be posted (whether I make those announcements in class or not). Failure to notice an announcement posted on the website will not be a valid excuse, and it will not prevent you from losing points because of ignorance of a requirement, so check the website frequently.

Rules Consent Form:

You will receive no credit for any portion of this course until you submit the electronic Rules Consent Form via the course website. I cannot overstate the importance of carefully reading, understanding, and obeying the form. **Casually signing the form without fully understanding its content can easily result in a score of zero. I do not want you to be yet another student who finds that out the hard way.**

Schedule of Laboratory Exercises:

Week	Date	Laboratory Exercise Topic
01	13 Jan	No Meeting
02	20 Jan	Observance of TRDMLKJ (No Meeting)
03	27 Jan	Introduction and Safety Video (MANDATORY)
04	03 Feb	Measurement and Calculations
05	10 Feb	Physical Properties
06	17 Feb	Separation of the Components of a Mixture
07	24 Feb	Aqueous Chemical Reactions
08	03 Mar	Thermochemistry
09	10 Mar	Vernal Hiatus (No Meeting)
10	17 Mar	Atomic Emissions
11	24 Mar	Covalent Bonding I (Lewis Structures)
12	31 Mar	Covalent Bonding II (Molecular Geometry)
13	07 Apr	Quantification of Metals
14	14 Apr	Determination of the Molar Mass of a Gas
15	21 Apr	Freezing Point Depression
16	28 Apr	Laboratory Examination (MANDATORY)

**CHM 113 Lab Syllabus – SPRING 2014
(Sec. 13130, 13576, 17212)**

The lab schedule and all lab experiments will be posted on the CHM 113 LAB CENTRAL blackboard site. It is the student's responsibility to check this site on a regular basis in order to be aware of any changes made to the schedule. You must come to lab prepared for the correct experiment, or you will not be admitted.

Required Supplies:

- Safety glasses are **REQUIRED AT ALL TIMES IN THE LAB!**
- There are no required lab notebooks or manuals.

Attendance:

You are expected to attend all scheduled laboratory meetings. If you miss a lab it may not be possible for you to make it up, and students that miss more than two labs will not pass the course. If you absolutely must miss a lab, it is the student's responsibility to provide documentation for the absence and discuss this with the instructor. For one excused absence, you will receive an average grade from all your completed labs. For a second excused absence, you will receive a zero. For all unexcused absences, you receive a zero. You must be present when lab starts: late arrivals will not be allowed to do the experiment if they arrive after the pre-lab discussion.

Attendance and completion of the laboratory experiment are required for each student to receive credit for the laboratory exercise and its subsequent report. A student who does not attend a lab is not allowed to "obtain" the data from their lab partner or friends and submit a laboratory report. This represents plagiarism (and dishonesty) and is a violation of the Academic Integrity Policy. Also, if a student is re-taking the class, the student is not allowed to re-use laboratory reports or data from prior semesters. The laboratory exercises and reports must reflect the current semester's efforts, so re-using old reports also represents academic dishonesty.

Laboratory attendance may be documented by a sign-in sheet at the discretion of the instructor. If a laboratory sign-in sheet is being used, then it is the student's responsibility to sign-in (and/or sign-out) of the laboratory. The absence of the student's signature on the sign-in sheet may be interpreted as the student being absent from the lab and hence not receiving credit for the laboratory exercise.

Preparation:

- **Experiments:** All the lab experiments are on Blackboard and must be downloaded by the student prior to coming to lab.
- **Pre-lab write up:** To insure that all students are fully prepared, a pre-lab write up is required. This must be hand-written on loose-leaf paper and consist of a title, purpose, equations (mathematical &/or chemical), and procedure. There is a handout posted on Blackboard showing the outline to follow. The pre-lab work will be collected before beginning the experiment and counts towards part of the lab report grade.

Lab Report:

The lab report that is  turned in for grading is found at the end of each downloaded experiment. Grading will take into account the quality of the written report, the general legibility, and the presentation of data. Although the data is collected in pairs/groups, the reports must be written individually. Please note that copying someone else's lab report is considered plagiarism, and any duplicate reports will result in a zero for all parties involved! Repeat offenders will face further disciplinary action. Students are required to read and act in accordance with University and Arizona Board of Regents policies, including the Academic Integrity Policy: http://www.asu.edu/studentaffairs/studentlife/srr/academic_integrity.htm

Assignment Due Dates:

The lab report is due at the **start** of the following lab session. Lab reports handed in later the same day will have a 10% reduction in points (based on points possible). Lab reports received the next day will have a 25% reduction in points. No lab report will be accepted after the second day resulting in a zero for the report. If you are unable to attend the following lab, you must still turn in the report that is due either ahead of time or as soon as you return to campus. You will also need to submit any supporting paperwork for your absence.

Laboratory reports must be turned in as hard copies; laboratory reports will not be accepted by e-mail or other electronic means.

It is the student's responsibility to submit the laboratory reports in a timely fashion. The instructors will not remind students who do not submit laboratory reports.

Lab Safety

- Food and drinks (including water) are prohibited in the lab.
- You must come to lab properly dressed. The correct attire for lab is to have as much skin covered as possible.
- You must have closed-toed shoes and safety glasses. **Points will be deducted if you are not prepared.**
- If you injure yourself at anytime during the lab, or have a chemical spill or breakage, inform your instructor immediately.
- Always make sure that your belongings are not obstructing the aisle space. Some labs have bins in the back for your backpacks.
- At the end of the lab, make sure that your equipment and lab station are clean and ready for the next student. This also means returning any equipment that you may have borrowed from another station during the lab. Your instructor will check your station before you leave the lab.
- Only laboratory activities are allowed during the lab session. Avoid the distractions of cell phone calls, texting updates, personal music players, etc. Distracted people are more likely to have an accident or make mistakes.

Emergency Evacuation

In the event that an evacuation occurs during the lab period, do the following:

- If time permits secure off the hotplate and from the heat source) and take your personal items
- **Walk** to the designated exit and down the stairwell. There will be a practice drill during the first lab session, so make sure you know which exit to use
- Do not use the elevators. If you are unable to walk down the stairs and require special assistance, please inform your instructor
- Gather outside at the designated staging area where your instructor will take roll and account for all personnel. **DO NOT** simply leave when you hear the fire alarm; we need to account for all people to make sure no one is left behind in the lab.
- Wait for notification that it is safe to re-enter the building

Hazard Waste

All chemical waste must be disposed of in accordance with ASU policy - nothing goes down the drain! Instructions for waste collection will be provided by your instructor.

Grading:

The laboratory component of the course constitutes a portion of the CHM 113 course grade, as outlined on the lecture syllabus. 11 labs are scheduled and failure to complete 9 labs will result in a failure grade for the course. There is also a mandatory lab test. The grading distribution is as follows:

11 lab experiments (25 points each, including the pre-lab) = 275 points

Lab Test = 25 points

Total points = 300

School of Mathematical & Natural Science Policies

Course/Instructor Evaluation

The course/instructor evaluation for this course will be conducted online 7-10 days before the last official day of classes of each semester or summer session. Your response(s) to the course/instructor are anonymous and will not be returned to your instructor until after grades have been submitted. The use of a course/instructor evaluation is an important process that allows our college to (1) help faculty improve their instruction, (2) help administrators evaluate instructional quality, (3) ensure high standards of teaching, and (4) ultimately improve instruction and student learning over time. Completion of the evaluation is not required for you to pass this class and will not affect your grade, but your cooperation and participation in this process is critical. About two weeks before the class finishes, watch for an e-mail with "**NCIAS Course/Instructor Evaluation**" in the subject heading. The email will be sent to your official ASU e-mail address.

Withdrawals: The instructor will **NOT** withdraw students for any reason. Specifically, students should be aware that non-attendance will **NOT** automatically result in their being

dropped from the course.
attend class during the first
period of time during the semester, they should not presume that they are no longer registered. It is the student's responsibility to be aware of their registration status.



Therefore, if a student does not
week or for any extended

Please note the following dates:

Session Date & Deadlines		Session A (7.5 Weeks) Jan. 13-Mar. 4, 2014	Session B (7.5 Weeks) Mar. 17-May 2, 2014	Session C (15 Weeks) Jan. 13-May 2, 2014
Classes Begin		January 13, 2014	March 17, 2014	January 13, 2014
Drop/Add Deadline		January 14, 2014	March 18, 2014	January 19, 2014
Tuition & Fees 100% Refund Deadline		January 19, 2014	March 23, 2014	January 26, 2014
Martin Luther King Jr. Holiday Observed - University Closed		January 20, 2014		
University 21st Day		February 3, 2014	April 7, 2014	February 3, 2014
Course Withdrawal Deadline *		February 2, 2014	April 6, 2014	April 6, 2014
Complete Session Withdrawal Deadline *		March 4, 2014	May 2, 2014	May 2, 2014
Deadline to Apply for Graduation		February 17, 2014		
Spring Break – Classes Excused		March 9-16, 2014		
Last Day of Classes/Process Transactions		March 4, 2014	May 2, 2014	May 2, 2014
Reading/Study Day		N/A	N/A	May 3-4, 2014
Final Exams		Last day of class	Last day of class	May 5-10, 2014
Final Grades Due		March 7, 2014	May 7, 2014	May 7-13, 2014

Any withdrawal transaction must be completed by the deadline date in accordance to the appropriate session at the registrar's office. If not, you will still be officially enrolled and you will receive a grade based on your work completed. *As part of a complete session withdrawal a student must withdraw from all classes in a session.

Beginning the first day of
are required to work with a
to facilitate the withdrawal process. Please refer to <http://students.asu.edu/StudentRetention>
For additional information about ASU's withdrawal policy and the possible consequences of
withdrawing from a class, contact Registration Services or your academic counselor.



ARIZONA STATE
UNIVERSITY

classes, undergraduate students
Student Retention Coordinator

Students are responsible for their registration status!

The Grade of Incomplete: A grade of incomplete will be awarded only in the event that a documented emergency or illness prevents a student who is doing acceptable work from completing a small percentage of the course requirements at the end of the semester. The guidelines in the current general ASU catalog regarding a grade of incomplete will be strictly followed. **A grade of incomplete will NOT be awarded unless there is documented evidence of extreme personal or immediate family hardship.** Changes in work hours, child-care emergencies, or other similar personal problems will not be approved as reasons for awarding incompletes. The Director of the School of Mathematical and Natural Sciences must approve all incomplete grade requests.

Reasonable Accommodations for Students with Disabilities: The Disability Resource Center (DRC) provides information and services to students with any documented disability who are attending ASU West. Individualized program strategies and recommendations are available for each student as well as current information regarding community resources. Students also may have access to specialized equipment and supportive services and should contact the instructor for accommodations that are necessary for course completion.

Academic Integrity and Code of Conduct:

As defined in the *ASU Student Academic Integrity Policy*:

<http://provost.asu.edu/academicintegrity>.

Each student has an obligation to act with honesty and integrity, and to respect the rights of others in carrying out all academic assignments. A student may be found to have violated this obligation and to have engaged in academic dishonesty if during or in connection with any academic evaluation, he or she:

- Engages in any form of academic deceit;
- Refers to materials or sources or employs devices (e.g., audio recorders, crib sheets, calculators, solution manuals, or commercial research services) not authorized by the instructor for use during the academic evaluation; Possesses, buys, sells, obtains, or uses, without appropriate authorization, a copy of any materials intended to be used for academic evaluation in advance of its administration;

- Acts as a substitute for another person in any academic evaluation;
- Uses a substitute in any academic evaluation;

- Depends on the aid extent that the work of the student's abilities, knowing or having good reason to believe that this aid is not authorized by the instructor;
- Provides inappropriate aid to another person, knowing or having good reason to believe the aid is not authorized by the instructor;
- Engages in plagiarism;
- Permits his or her work to be submitted by another person without the instructor's authorization; or
- Attempts to influence or change any academic evaluation or record for reasons having no relevance to class achievement.

CHM 113 follows the ASU Academic Integrity Policy in the administration of all course examinations and assignments. Violations of the University Academic Integrity policy will not be ignored. Penalties include reduced or no credit for submitted work, a failing grade in the class, a note on your official transcript that shows you were punished for cheating, suspension, expulsion and revocation of already awarded degrees. The university requires that the implementation of any of these penalties for violations of the academic integrity policy be reported to the Dean's office. The Integrity Policy defines the process to be used if the student wishes to appeal this action.

In **CHM 113** you are expected to follow the *ASU Student Code of Conduct* (<http://students.asu.edu/srr/code>) especially when communicating with your peers, instructors, and teaching assistants. Violations of the student code of conduct may result in withdrawal from the class.


Final Exam Make-up Policy: The final exam schedule listed in the Schedule of Classes will be strictly followed. Exceptions to the schedule and requests for make-up examinations can be granted only by the director of the School of Mathematical and Natural Sciences for one of the following reasons:

- 1) religious observances
- 2) the student has more than three exams scheduled on the same day
- 3) two finals are scheduled to occur at the same time

Make-up exams will NOT be given for reasons of non refundable airline tickets, vacation plans, work schedules, weddings, family reunions, or other such activities. Students should consult the final exam schedule before making end-of-semester travel plans.

If there is a last-minute personal or medical emergency, the student may receive a grade of Incomplete and makeup the final within one calendar month. The student must provide written documentation and be passing the class at the time to receive an Incomplete. A signed "Request for Grade of Incomplete" must be submitted by the student and approved by the student's instructor and the Director of the School of Mathematical and Natural Sciences.

The instructor reserves the right to make changes to this syllabus as needed.

If you find it necessary to please contact the  ARIZONA STATE UNIVERSITY leave a note for this instructor, administrative reception desk of the School of Mathematical and Natural Sciences located at FAB North Level 1 room N101-1.

Emergency Evacuation Plan:

Students should be aware of the evacuation route posted on the exit door of each classroom. Students who cannot walk down stairs should notify the instructor as early in the course as possible so the instructor can provide information regarding the location of the designated meeting area on each upper floor of the building (marked with a blue sign that states Emergency Evacuation Response Area).