CALCULATORS

LABORATORY COAT: Recommended for Chem 105, but required for Chem 106. (Sold in Fulmer 319A the 1st week of class and at the bookstores.)

CALCULATORS: You are expected to have and to be able to use a scientific calculator. Graphing calculators are allowed but not required. The use of any stored information/programs in a programmable calculator will be considered cheating. Calculators with a full QWERTY keyboard (such as the TI-92 or Voyage 200); tablets, laptops and cell phone/calculator combinations may not be used during quizzes or examinations. You are responsible for bringing your calculator to all tutorials, lectures, labs and exams.

ELECTRONIC COMMUNICATIONS: We will be using the Blackboard Learn course management system for the course website. https://learn.wsu.edu All official communications for this class will be through the Blackboard Learn site. You are responsible for checking this site regularly. Use your WSU network ID and password to log in. All e-mail communications to the course instructor and TAs should be via the Blackboard Learn Course Mail tool. Confidential information such as scores and grades may not be transmitted via unsecured email.
LECTURES: Lectures must be attended on a regular basis. You will be expected to read the textbook AHEAD of coming to class and complete a Reading Assignment beforehand. Lectures will supplement and clarify the information from your text rather than reiterate it. Lectures will focus on problem solving, including Learning Catalytics questions to answer, as described below, and include demonstrations of chemical reactions. Bring a calculator to all lectures. You are encouraged to form collaborative study groups and to sit with your group members during lecture.

READING ASSIGNMENTS: There will be reading assignments due at 10:00 am before each lecture. These reading assignments are available through the Mastering Chemistry website. They are available starting the Thursday before each week of lectures. They ensure you have completed the reading and are prepared for the upcoming lecture. There will be reading assignments for each lecture. Each reading assignment is worth 4 points, and your score is determined by the percent correct multiplied by the 4 points possible. A maximum of 95 points from reading assignments will count toward your grade. Quiz and exam questions will be modeled on the reading assignments and homework, so it is to your advantage to continue to complete the reading assignments even after you have secured your 95 points. It is important to note that the completion of these assignments is independent of lecture attendance. If you are sick or out of town, it is still possible to complete the assignments.

LEARNING CATALYRICS: There will be a Learning Catalytics session for each lecture. These sessions are interactive and require a WiFi-enabled device, such as a smartphone, laptop, or tablet. You will log in to each session through www.learningcatalytics.com or the Mastering Chemistry website and answer questions posed to you by the instructor throughout the lecture period. Each Learning Catalytics session is worth 2 points. The best 25 assignments will be counted toward your grade. Each assignment is graded on both participation (75%) and correctness of answers (25%). The assignment grade is the assignment percentage multiplied by the 2 points possible.

EXAMS: There will be two midterm exams and a comprehensive final. You will be responsible for bringing a calculator and a pencil to all exams. No notes or books are allowed.

QUIZZES: There will be nine, 10-point quizzes of which the best seven will count. Quizzes are given in tutorial. Quizzes will cover lecture, homework and laboratory material. You will be allowed to prepare a single 3" × 5" card containing your HAND-WRITTEN notes for use during each of the quizzes. No other handwritten material and no printed or photocopied material may be used during the quiz, except for an approved periodic table (the table that appears on the back of your laboratory manual).

HOMEWORK: A new Mastering Chemistry homework assignment will be made available each week (starting 10:00AM each Tuesday). Each assignment must be completed by 10:00AM the following Tuesday. The due date/time for each assignment will be listed with the assignment on the homework site. Each homework set will be pro-rated to have a value of 15 course points. Your grade for the homework set is 15 points times the percentage of the credit you earned. A maximum of 85 points from homework will count toward your grade. Quiz and exam questions will be modeled on the reading assignments and homework, so it is to your advantage to continue to complete the homework assignments even after you have secured your 85 points.

TUTORIALS: These are small classroom meetings associated with your laboratory section and led by your TA. Students who miss tutorial will not be allowed into the lab. Quizzes are given in tutorial most weeks (see the course schedule). Tutorials are interactive problem solving sessions driven by your questions. Bring your text, lab manual and calculator to tutorial. Pre-labs and lab reports are due at the start of tutorial. Help with pre-labs and lab reports will not be available in tutorial as they must be completed before attending tutorial. Tutorial sessions are never canceled! If your TA fails to arrive for a tutorial section, send one person to contact the General Chemistry office (335-1516, Fulmer 319A) immediately. All others must remain in the tutorial room until the TA or a substitute arrives. Students who leave tutorial under these circumstances will forfeit all points associated with that tutorial/laboratory session (lab report, lab, and quiz).

LABORATORIES: This is a laboratory UCORE course, thus the laboratory must be completed by submission of at least 7 complete laboratory reports based on your own work or approved make-up data in order to pass the course. Thus, obtaining a score of zero for 3 or more experiments will result in an F for the course.

Make-up labs: Labs missed for reasons beyond your control, may be made up, on a space available basis, in the same week that the lab is missed. You will be allowed to make up a maximum of two labs per semester in this manner. Permission for a make-up lab must be obtained, in writing, from the Chemistry Office, Fulmer 319A. The permission slip will be collected and signed by the make-up TA. We cannot guarantee that make-up space will be available. If make-up space is not available: Bring your completed pre-laboratory assignment to Ryan Rice’s office (Fulmer 309) to be supplied with make-up data for the scheduled experiment. Do this as soon as you can! Reports based on make-up data are due at the normal time (in tutorial one week after you should have attended lab) and will be worth no more than half credit.
Pre-laboratory assignments: Pre-laboratory assignments are due at the start of the tutorial. Students who fail to submit a complete pre-lab assignment at this time will be assessed a late penalty on the full report and be required to complete the pre-lab assignment before they are admitted to lab. The student will not be given extra time in the laboratory to make up for laboratory time spent completing the pre-lab.

Laboratory procedure: Students are to perform the experiments individually unless otherwise instructed by the TA. Each student is expected to record all data and observations for each experiment directly into their own laboratory notebook. Data may not be recorded on loose, “scratch” paper then transferred to the notebook. Submission of identical data by two or more students who are not assigned to be laboratory partners will be considered cheating. Appropriate penalties will be applied to all parties. You are required to get your TA’s signature on your data and calculations before you leave lab. Failure to do so will result in zero credit for that experiment. You will then submit the original copy of the data to your TA before you leave lab.

Laboratory dress code: For your safety, a strict dress code will be enforced in the laboratory. Failure to comply with the dress code will result in expulsion from the laboratory and a consequent score of zero for that experiment. The dress code requires that you be fully clothed from shoulder to toe. No shorts, short skirts, or shoes that do not cover the entire foot are permitted. It is recommended that you purchase and use a full-length lab coat. This will adequately cover the upper body, but your legs, ankles and feet must be covered by your ‘street clothing’.

Laboratory reports: Laboratory reports will be due at the start of the tutorial in the week shown on the course schedule. Failure to submit a laboratory report for an experiment will result in zero credit for that experiment (no credit will be given for the pre-lab or data & observations sections in the absence of a full report.)

Adjustments to laboratory scores: The instructor will make every effort ensure that the grading of laboratory reports is consistent and fair. To this end, the instructor reserves the right to normalize the laboratory scores from the different laboratory instructors to the same average. Any such adjustment will be made at the end of the semester after all scores have been submitted. TA performance will be assessed throughout the semester with the goal of eliminating any necessity for these adjustments. Students are encouraged to bring any concerns about the equity of the grading process to the attention of the course instructor.

CLASS POLICY ON LATE (OR EARLY) ASSIGNMENTS:

Laboratory reports: Late laboratory reports will be penalized by the loss of 20% of the total points per day (or portion thereof) that they are late. Reports submitted after the start of tutorial are a day late! This penalty is applied after the normal grading of the report. Late penalties are applied to the entire experiment, not just the portion of the report that is late. Late penalties assessed for different parts of the report are cumulative. Reports submitted more than one week late will receive zero points. No reports will be accepted after 5:00 pm on the last day of classes (Friday, December 12th, 2014) even if they are not yet one week late.

Homework assignments: Late homework assignments will not be accepted for any reason.

Early submission: If you know that you will not be present at the time a laboratory report is due, they may be submitted early without penalty. Homework assignments may be completed on the Mastering Chemistry system as soon as the homework assignment is posted.

Method of submission: It is best to personally deliver late or early submissions to the instructor or TA. Note that, outside of class/laboratory times and posted office hours, we make no pledge to be present or available for this purpose. If you are submitting work at other than the specified time, it is your responsibility to find us. Material may be submitted to Fulmer 319A during normal business hours (8:00AM-5:00PM M-F). Assignments delivered in any other way (slid under the instructor’s or 319’s office door, for example) will be considered to have been submitted at the time they are found, if they are found.

Procedure for submission

- Write your TA’s name at the top of the assignment.
- Time-stamp your assignment using the time-stamping machine in Fulmer 319A.
- Place your assignment in the 105 box in Fulmer 319A.

ACADEMIC INTEGRITY: Cheating or plagiarism in any form will not be tolerated. Cheating includes, but is not limited to: copying work or allowing your work to be copied; use of unauthorized material at quizzes and exams, any communication between students during a quiz or exam, and actively looking at another student’s paper during a quiz or exam. Students repeating the course must rework and rewrite all assignments. Plagiarism includes resubmitting previously graded homework or lab reports from a previous semester, even if they were your own work. Plagiarism also includes using laboratory data from another person or a previous semester. Obtaining information about quizzes taken in other sections is considered cheating. Use
of any electronic device other than an approved calculator during a quiz or examination is cheating. All incidences of cheating will be reported to the Office of Student Affairs. The first incidence of cheating will result in a score of zero for that assignment, quiz or exam. A second incident of cheating will result in an F for the course and possible dismissal from the University.

**ACCOMODATIONS:** Reasonable accommodations are available for students who have a documented disability. If you need accommodations to fully participate in this class, please visit the Access Center. All accommodations **MUST** be approved through the Access Center (Washington Bldg, Room 217). Please stop by or call 509-335-3417 to make an appointment with an Access Advisor. Further information is available at [http://accesscenter.wsu.edu](http://accesscenter.wsu.edu)
Getting Started with Modified Mastering Chemistry and Blackboard

1. Log in to Blackboard Learn learning management system (https://learn.wsu.edu), using your Network ID and password.
2. Select the course “Principles of Chemistry I.”
3. Find the Mastering Chemistry link in the left-hand menu and click. This will bring up three links in the right-hand area.
4. Click on the “Mastering Course Home” text. This will start the registration process.
5. Accept the user agreement with Pearson Publishing.
6. You will be prompted to log in with your Pearson account information.
   a. If you already have a Pearson account, log in.
   b. If you have a Pearson account but do not remember it, use the help provided through Pearson’s website. If you try to establish a new account, you will have to pay again.
   c. If you have never had a Pearson account, create one. Be sure to record your username and password, as you most likely will need it again.
7. If you purchased the textbook bundle from the bookstore, or otherwise purchased a Modified Mastering Chemistry access code, click the button “Access Code” and follow the directions on the next screen by replacing the example code with your code. Keep a record of this code, as well.
8. If you have not purchased the textbook bundle or the access code in any other form, click “Use a Credit Card or Paypal.” You may also choose to get a temporary access code, good for 14 days, but this only works once, so if you have previously used the same textbook and used the temporary access option then, you will be unable to do so again.
9. You should now be registered. Click on the “Go to your course” button to access the Mastering Chemistry course home and Learning Catalytics link.
10. If you have any issues with the registration process, please use the Pearson online support, or come in and see the course instructor.