

CHEMISTRY 142-11A and 12A LABORATORY

SYLLABUS

Spring 2011

The information contained on pages 1 – 5 of the Chemistry 141-142 Laboratory Manual, 21st edition, 2010-2011, should be considered part of the syllabus for Chemistry 142 lab. It is your responsibility to know and follow the syllabus.

1. Prelab Meeting. This will precede each experiment. It will begin promptly at the beginning of the lab period, in the classroom listed on the class schedule. *It is important that you be on time for this.* If you miss the prelab meeting (or a substantial portion of it), you will not be allowed to work in lab that week and will be given a zero for the experiment.

2. Prelab Quiz. At the beginning of the prelab meeting each week, you will take a short prelab quiz (5 minutes or so). This will count 10 points towards your grade on that experiment, and is designed to see if you've read the experiment and understand what you will be doing in lab. If you come in late, you will not be given extra time to take the quiz; if you come in after the quiz is over, you will receive a zero for it.

3. While in lab. You are not allowed to use cell phones or pagers in lab or the prelab meeting. Should you bring one and it goes off, or should you use it in any way, you will leave and receive a zero for that experiment. In the lab itself, all books, book bags, coats, etc., should be left in the shelves at the back so nobody trips over them and nothing gets spilled on them. You should remain in the lab until your experiment is finished.

The carbon copy of your data from your notebook is the record that you worked in the lab and obtained your data. If it is not turned in before leaving the lab, you may not receive credit for that lab.

4. Safety. The laboratory can be a safe place if you follow the safety rules. If you violate the safety rules, your lab evaluation may be lowered, or you may not be allowed to work in the lab. All the safety rules (lab manual, page 8) are important, but the two most strictly enforced are:

- (1) You must wear your safety glasses at all times in the lab. If you do not bring them with you, you will have to leave lab and get your glasses.
- (2) You must wear closed-toe shoes in the lab. If you come to lab with open-toe shoes, you will have to leave lab and put on proper shoes before returning.

If you did not take Chemistry 141 at Oxford, you must make arrangements to see the chemistry safety video.

5. Lab Assignments. These include lab manual report sheets/data analysis summaries and any other assignment. Unless directed otherwise, lab assignments are due as follows:

Date you are scheduled for lab:
Monday
Tuesday

Report is due:
Thursday, 1:00
Friday, 1:00

Unless directed otherwise, your reports must be left in the appropriate drawer outside Pierce 218. (Slide it in through the hole in the front of the drawer.)

All lab manual report sheets should be neat and legible. Report sheets which are not will receive a grade penalty. Remember to make corrections by drawing one line through the error and writing the correction above or to the side. If you need to make a lot of corrections on the report sheet, attach a separate sheet with your data and calculations shown neatly.

Data analysis summaries must be typed and double-spaced, with 12-point type size and at least 1-inch margins. Summaries must be printed on one side of the paper and ideally should not exceed 2 pages. A title page should be included. More details on the format of the data analysis summary will be posted in Blackboard.

6. Lateness. Lab assignments turned in late will lose 5 points per day late. Turning in a lab assignment after 1:00 on the due date counts as a day late. If you turn in assignments late more than twice, you will see the penalty escalate.

7. Grading. Each assignment is graded on a 100-point basis. Where appropriate you will receive up to 10 points for your prelab quiz; up to 20 points for performing the experiment and turning in the carbon copy and the lab assignment; and up to 70 points on the assignment itself (including data, calculations, results, and answers to questions). If an assignment is turned in so late that the other assignments on that experiment have been graded and returned, the maximum grade will be 30. If you turn in incomplete assignments more than once, they may be given grades as low as 20.

8. Evaluation. As your lab instructor, I will evaluate you on your performance and conduct in lab. This evaluation will count as an additional grade; it will be based on such items as being on time, being prepared, following the safety rules, working independently and efficiently, finishing on time, and leaving the lab clean.

9. Lab grade. Your lab grade will be the average of your grades for your lab assignments and evaluation. Your lab grade accounts for 20% of your final course grade. See your course syllabus for how the lab grade is used in determining your course grade.

10. Bonus Lab grade for the course. Your lab grade can affect your final course grade in the following way.

An A in lab will result in 3 percent being added to your final course grade. A B in lab will result in 2 percent being added to your final course grade. A C in lab will result in 0 percent being added to your final course grade.

11. Honor Code. You are responsible for knowing how the Oxford College Honor Code applies to Chemistry 142 lab. Quizzes must be your own work. All other lab assignments must be your own work unless specified by your instructor. If you are allowed to work in groups you must only correspond with the members of your group. See the Honor Code Pledge handout for more information. Make sure you understand the provisions of the Honor Code as well as the information regarding the Honor Code on the handout. If you have any doubt as to how the Honor Code applies to any assignment, ask me.

12. Blackboard and LearnLink. You are expected to read Blackboard and the “Chem 141-142 Powell” LearnLink conference (under “Oxford Chemistry”) regularly.

13. Missed lab. Since each instructor has the same students in lab as in lecture, it is important that you work in your lab. Further, since the labs are normally full, it is important that you work in the lab for which you are enrolled. The only acceptable reasons for missing a lab are illness/emergency or a college-related activity (such as a field trip or a trip where you are representing the school). If you miss a lab for any other reason, you will receive a zero. If you do not follow the procedure below, you will receive a zero even if your reason is acceptable:

In the case of an illness or emergency, you must notify me by the date and time of the lab and give the reason for your absence. If the reason is acceptable, you may be allowed to make up the lab another day that week or if that is not possible, that lab will not be counted.

If you know you are going to need to miss lab for a college-related activity, you must talk to me at least a week before the lab. Again, you may be allowed to make up the lab another day that week or if that is not possible, that lab will not be counted.

Only one lab can be missed (or made up) without a grade penalty; any subsequent missed labs will be given grades of zero.

Leaving early for vacation, a doctor's appointment (unless due to an emergency), meetings, etc. are NEVER acceptable excuses for missing a lab; neither is something scheduled for another class. The laboratory is part of the scheduled class and should be treated as such.

14. Final comments on lab grades.

(a) Coming to lab unprepared – without your lab manual, lab notebook, safety glasses, and closed-toe shoes – sends the message that you do not take lab seriously, especially if this happens more than once. This will affect your lab evaluation.

(b) If you frequently take longer than everybody else to finish the experiment, you should examine the way you are preparing for lab and how you are working in the lab, as this will affect your lab evaluation.

(c) Be sure you know which experiment you are doing in lab each week. The schedule doesn't go in numerical order of the experiment numbers. In addition, the schedule may be changed if necessary to keep the lecture and lab aligned. Changes in the schedule will be posted on Blackboard. If you prepare for the wrong experiment, you will be lost in lab and will do poorly on the prelab quiz; this will also affect your lab evaluation.

(d) Make sure you know when your lab assignments are due.

15. Have FUN in lab!