

Dr. Melody Esfandiari

Office: SCI 141

Office hours: MW 12:00 – 1:30 pm, F 12:30 – 1:30 pm

Continuation of Chem 30A Syllabus:
Chemistry 30A Laboratory Greensheet -- Fall 2019

YOU MUST BE ENROLLED IN BOTH THE LECTURE AND A LABORATORY PORTION
TO RECEIVE CREDIT FOR THIS COURSE

This laboratory stresses consumer-microscale experiments. Many experiments involve items that are found in your household. Micro-scale or using small amounts of reagents is extremely practical when one considers the costs of purchasing and disposing reagents. It is an environmentally friendly technique.

The office hours (times and location) for your lab instructor will be announced in lab during the first and second lab meetings.

ALL STUDENTS WILL BE REQUIRED TO PASS A SAFETY QUIZ. ALL LAB WORKS AND LABORATORY REPORTS MUST BE COMPLETED IN ORDER TO PASS THIS COURSE. THERE ARE NO EXCEPTIONS. Please refer to the EXPERIMENTS and POINT BREAKDOWN section.

Required lab textbook:

1. "Chemistry 30A customized Lab Manual". ISBN: 9781269767873. Note this manual is a custom version available **only** at the SJSU Bookstore. Every student **must** have a lab manual. You cannot share one because you will be turning in pages from your manual for credit.

Attendance: The laboratory for Chemistry 30A meets once a week for three hours. Attendance is mandatory for successful completion of Chemistry 30A. Missed laboratory periods may only be made up due to emergency conditions. **ONE excused lab absence can be made up by attending another section and completing the work within the same week of the absence.** Missed laboratory periods may only be made up with permission of your laboratory instructor, and only during the week for that particular experiment. Written permission of the laboratory instructor is required. **Do not switch lab sections.** Once you decide on a lab time you must attend that lab throughout the semester. The lab will be made up only during the week for that particular experiment. **BE ON TIME for your lab attendance.**

Missing three labs or more will result in an F for the FULL COURSE, irrelevant of how well you are doing in lecture. Do not miss labs!!

Quizzes: The safety quiz will be given during the first or second lab period. (No notes or books are permitted during the Quizzes).

Several take-home quizzes will be given. Take-home quizzes must be submitted on assigned due dates, or they will not be accepted. **No make-ups for missed quizzes. Do not miss the due dates!** The quizzes will be posted on your Chem 1A Lab Canvas account, and you will need to finish them online before the due dates. The quizzes will be posted on your Chem 30A Lab Canvas account, and you will need to finish them online before the due dates. More information will be given in lecture or lab meetings before the due dates.

Once you submit your quiz on canvas, you cannot access it again. So, make sure you print a hard copy of the quiz for your reference. The quizzes will help you prepare for the exams.

Accessible Education: If you need adaptations or accommodations because of a disability, or if you have emergency medical information to share with me, or if you need to make special arrangements in the case that the building must be evacuated, please make an appointment with me as soon as possible, or see me during my office hours.

Academic Dishonesty: You should be familiar with the section of the SJSU Catalog entitled "Policy on Academic Dishonesty" in the current Catalog. Also, you should be aware of the fact that incidents of academic dishonesty will be placed in Department and/or University files.

Plagiarism, word-for-word, copying of another person's words without proper citation (quotation marks and a clear literature reference), is a serious form of academic dishonesty. Therefore, do not copy other student's lab report! YOUR LAB REPORTS WILL BE CHECKED WITH YOUR PARTNER'S LAB REPORT. IF THE WRITTEN ANSWERS, NOT THE FORMULA OR NUMERICAL ANSWERS, ARE EXACTLY ALIKE, BOTH STUDENTS WILL RECEIVE NO CREDIT FOR THE ENTIRE LAB REPORT!

Do not jeopardize your college career by cheating. Cheating on quizzes/lab reports, failure to submit answer cards for quizzes to lab instructors on time, copying quiz questions or answers, transferring information and/or quiz/lab report answers to other students may result in dismissal from the class with a grade of F.

Emergency and Evacuations: If you hear a continuously sounding alarm or are told to evacuate by Emergency Coordinators (colored badge identification), walk quickly to the nearest stairway (end of each hall). Take your personal belongings, as you may not be allowed to immediately return. Follow instructions of Emergency Coordinators. Be quiet so you can hear. Once outside, move away from the building. Do not return to the building unless so directed by the Police or Emergency Coordinators.

LABORATORY SAFETY: You should read the safety section of the SJSU Catalog under Chemistry Department. Note in particular: "**Failure to comply with proper procedures and prescribed safety cautions shall subject the student to disciplinary action.**"

1. Any student who engages in unauthorized experiments, or who seriously disregards safety, thereby endangering self or others, shall be withdrawn immediately from the class with a grade of F.
2. Any student who shows persistent disregard for safety may have his/her grade lowered, and may risk being withdrawn with a final grade of F."

SAFE AND RESPECTFUL COMMUNITY:

We hope that the classroom and laboratory will serve as an environment that will promote learning and the development of new ideas, as well as be a safe and respectful community. Behavior that interferes with the normal academic function in a classroom or lab is unacceptable. Students exhibiting this behavior will be asked to leave the class. Examples of such behavior include

- a) Persistent interruptions or using disrespectful adjectives in response to the comments of others.
- b) The use of obscene or profane language.
- c) Yelling at classmates and/or faculty.
- d) Persistent and disruptive late arrival to or early departure from class without permission.
- e) Physical threats, harassing/bullying behavior, or personal insults (even when stated in a joking manner).
- f) Use of personal electronic devices such as pagers, cell phones, PDAs in class, unless it is part of the instructional activity.

Laboratory grading (200 points):

The points break down for lab:

A) Lab reports/worksheets (160 points)- all lab assignments must be completed and all laboratory reports must be submitted to your laboratory instructor. Please do not schedule appointments during your laboratory period. Generally, no late lab reports will be accepted. You will have about 8 lab reports (each lab report is 20 points).

-To prepare for the laboratory, read the experiment before coming to your laboratory session. In most experiments, you will have the option to work in small groups or individually

- Lab reports and worksheets will be due at the end of your lab session each week, unless otherwise announced by your lab instructor. You must attend every lab **and** workday and turn in all the reports.

-Term-paper topics and concentrations for the independent project will be selected/assigned in lab on “workdays”. *If you do not attend labs on those days, 5 points will be deducted from your paper.*

Please note that you need to be on-time to lab. If you are late, the lab instructor has the right to deduct 5 points from your lab report. Be on time!

B) Independent lab report (20 points)- you will design and write up a protocol to prepare a solution with a specified concentration. The concentrations will be assigned in lab, prior to the due date. More information will be provided in lab/lecture. This report must be turned in to your lab instructor at the beginning of your lab session during the week of May 9th.

C) Subjective laboratory evaluation (10 points). Below are listed some qualities which will be used in a subjective evaluation of your laboratory performance.

1. Laboratory attendance. *Leaving your laboratory session early without completing your experiment will lower your grade.*
2. Punctuality---on time to the lab.
3. Submitting your completed laboratory reports on time.
3. Attentiveness during lab, lecture, and post-laboratory discussion.
4. Improper conduct--cheating, safety violations, etc.
5. General attitude.
6. Effort and utilization of time.

D) Safety quiz (10 points)- this will be given during the first or second lab period and everyone must pass.

The office hours (times and location) for your lab instructor will be announced in lab during the first and second lab meetings.