

CHM1025 INTRODUCTORY CHEMISTRY

SPRING 2018

INSTRUCTOR INFORMATION

Instructor	Email	Office Location & Hours
Mrs. Veige	Email in Canvas <u>only</u>	See the Syllabus page in Canvas for office hours; Office is JHH 103

TEACHING ASSISTANT

Office hours and locations for undergraduate "Peer Mentors" will be posted on the Syllabus page in Canvas. You can seek help from any TA holding office hours in the Chemistry Learning Center (CLC), JHH 105. Broward Teaching Center offers free walk-in help at scheduled times for CHM1025 students and may hold exam review sessions. See their website for details.

GENERAL INFORMATION

COREQUISITES

MAC1147 or the equivalent is a published corequisite. Check the Course Catalog for math requirements to continue in general chemistry sequence. The math requirement is strictly enforced for CHM2045/46.

MEETING TIMES

This is a 100% online course.

DESCRIPTION

CHM 1025, a two-credit course, is offered for students who wish to strengthen their understanding of basic concepts of atomic structure and stoichiometry before beginning the general chemistry sequence (CHM 2045/2045L, CHM 2046/2046L). This introductory readiness course in general chemistry is for those with weak yet satisfactory backgrounds in high school chemistry and algebra. (P)

A grade of C or better is required for progression for CHM2045. There is no rounding of grades in Canvas - see the grade breakdown at the end of this document.

FIRST DAYS

Log into Canvas and access the course. You should check daily for new Announcements and/or emails containing important information and reminders. Click on the *Syllabus* tab. A study schedule is provided on this page that will lead you through textbook readings to stay on track for quizzes and exams. Click on *Modules* and read all of the information under the *Settling In* section. Many of your questions are answered in the *Settling In* section including: Which types of calculators are approved? What is ProctorU? What is ALEKS? How do you get help? Can assignments be submitted late? What does the formula sheet for an exam look like?

COURSE MATERIALS

TEXTBOOK

A significant portion of your grade stems from electronic homework (ALEKS) associated with an ebook (*Introduction to Chemistry*, Bauer, Birk and Marks, 4th ed., McGraw-Hill). ALEKS also has its own textbook, the ALEKSPEDIA; the textbook for this course, however, is the Bauer book.

There are two options for purchasing access to homework/ebook: **Option 1:** consent to have the purchase price charged to your student account following the directions posted on the course homepage in Canvas; this is a time-limited option after which only Option 2 is available. **Option 2:** purchase an access code for the materials at the UF Bookstore (at a slightly higher price).

A paperback version of the text is completely optional. The bookstore may stock paper versions of the text, or you can order one directly through ALEKS. A paper version is on reserve at the Marston Science Library for reference purposes.

See the ALEKS page in Canvas (Modules>ALEKS, under the Settling In section) for a walkthrough video for instructions on viewing the textbook.

WEBCAM/MICROPHONE/SPEAKERS

You are required to have a functioning webcam, microphone, and speakers for proctored exams. See the technical requirements at www.proctoru.com.

COURSE TECHNOLOGY

The student may require Adobe Acrobat Reader, Adobe Flash Player, Microsoft Silverlight and other software. You may wish to use Microsoft Excel or Word for written assignments. Free tutorials on many software applications can be found at Lynda.com. All UF students are expected to have reliable access to a computer, especially for an online course. ProctorU has specific hardware/software requirements: <http://www.proctoru.com/tech.php>. Check the support page for ALEKS for technical support using their platform: <https://mhedu.force.com/aleks/s/>.

COURSE COMMUNICATIONS

GENERAL QUESTIONS

General course questions should be posted to the Q&A Discussion board in Canvas. The instructor/TA response time is 24 h during the work week (expect to wait until Monday for questions posted on a Friday).

I encourage you to post questions related to ALEKS homework or end of chapter questions you're working on to the Q&A. The homework isn't meant to be a test, it's a learning tool. For the best response, take a screenshot of your question and/or the solution you propose. The more information you provide, the easier it is for your instructor/TA/another student to help.

PRIVATE OR GRADE-RELATED QUESTIONS

Direct these to your instructor via the mail function in Canvas. Do not email outside of Canvas to your instructor's external email address - we aren't permitted to discuss grade related questions outside of Canvas. You will be asked to resend the query through Canvas.

COURSE POLICIES

QUIZZES

Sectional quizzes are delivered in Canvas. These quizzes are not proctored, but are timed, and are subject to the Honor Code. When you're ready to begin, simply click the link. You will have two attempts at each quiz, with the highest score counting for credit. See the Quizzes page in the Settling In section for details on what is covered on each quiz.

It isn't possible for us to open a quiz for review purposes if you do not open the quiz before the posted due date in Canvas. We encourage you to open each quiz twice for review purposes even if you're satisfied with your score on the first attempt.

Quizzes close at 11:59 pm EST precisely on their due dates, and cannot be submitted afterward. This is 11:59 pm EST according to "Canvas time" which may differ slightly from the time on your computer/clock - ensure you begin well in advance of the due date/time. There are no exceptions.

The two lowest quiz scores are dropped from your final course grade.

EXAMS

Two progress exams and one cumulative final exam are administered in Canvas. These exams are remotely proctored by ProctorU. It is your responsibility to register with ProctorU and reserve an exam time on the available dates (Exam 1: Feb. 14th-16th; Exam 2: Mar. 29th-31st; Final Exam: Apr. 21st-28th). To do so click on the ProctorU tab in Canvas. For each exam the last available reservation time (start time) with ProctorU is 7 pm EST on the final day for that exam.

Ensure that you are reserving for the correct course - there are examinations for similarly numbered courses in their system that may have different dates available.

If you fail to make a reservation sufficiently in advance (>72 h) a late fee may be assessed by ProctorU, and you may have difficulty obtaining a desirable time. Failure to reserve a time slot in advance is not an accepted excuse for a late exam.

If you encounter technical difficulties with ProctorU, contact ProctorU directly. If you have trouble navigating their reservation system, call them for assistance.

EXAMINATION ROOMS ON CAMPUS

Library West has proctoring booths available for reservation using their regular room reservation system. When you pick up the key at the circulation desk you will be asked to show your ProctorU testing confirmation. The rooms aren't soundproofed. Additional information is provided at <http://guides.uflib.ufl.edu/InfoCommons/proctoru>.

QUIZ/EXAM QUESTION DISPUTES

If you believe you have found an error on a quiz/exam or would like to dispute a question, the deadline for doing so is the last day of term (Apr. 25th, 2018).

GENERAL CHEMISTRY EXAM ABSENCE POLICY

A conflict exam/quiz will be offered to those students with [valid conflicts](#). It is your responsibility to identify yourself as requiring such accommodation at least one week prior to a scheduled quiz/exam. Also see the [General Chemistry Exam Absence Policy](#). Conflict exams are given prior to the regular exam date.

ASSIGNMENT POLICY

ALEKS OBJECTIVES

Access the electronic homework and ebook directly from within Canvas by navigating to Modules> ALEKS Science. A significant portion of your grade stems from on-time completion of equally weighted ALEKS objectives. Whatever percentage of the topics you complete on time within an objective will count for credit - i.e. if you complete 7 of 10 topics within a particular objective assignment you will earn 70% credit for that objective, or 7/10 points for that objective. The average completion time is approximately 3 topics/h, system-wide in the ALEKS system. Plan your time accordingly.

ALEKS is set up in a specific manner - you will need to complete some topics in order to proceed to the next topic, as topics and concepts in chemistry build on one another. There isn't a way to disable this setting. You are encouraged to work on assignments early and frequently for short periods of time, no more than 2 or 3 h at a sitting.

The two lowest ALEKS Objectives grades are dropped from your overall course grade.

ALEKS PIE

A significant portion of your grade stems from completion of your ALEKS pie by the last day of term (Apr. 25th 2017 @ 11:59 pm EST). The work you do on ALEKS objectives counts towards this goal. You can catch up or work ahead on your pie progress during Open Pie periods. There are regularly scheduled Open Pie times for all students in the course. Whenever you complete an ALEKS objective before its due date/time you also will enter Open Pie mode. Pie progress is calculated as $(\# \text{ topics completed} / \text{total } \# \text{ topics}) * 100\%$. The pie progress % you view in ALEKS is a good estimate of this, but the precise value according to the calculation above is used in your grade calculation in Canvas.

Additional information regarding ALEKS is provided in the Settling In section in Canvas. Contact ALEKS support for tech help with ALEKS or for grading disputes.

DISCUSSIONS

The student is expected to contribute to threaded discussions according to the advertised timeline in Canvas. Bonus points for each discussion are available; the bonus points cannot be applied elsewhere in the course. Discussions can be posted up to 24 h after a scheduled due date for full credit, but cannot be submitted for credit after this time. There are no exceptions. Post early and check your post/response. Emailed submissions are not considered for credit.

For technical help with discussions contact the UF Help Desk.

The one lowest discussion grade is dropped from your overall course grade.

WRITTEN ASSIGNMENTS

One of the broader goals of this course is to ensure students can analyze a problem, compile data, construct an organized data table and meaningful graph, and draw a reasonable conclusion from the data/graph/table. There are three assignments to address parts of this task in a variety of ways throughout the semester. Full assignment descriptions can be found in Canvas (Assignments tab). Each assignment must be submitted properly in Canvas as a .pdf document prior to the due date/time or it will not be considered for credit. We have a generous 72 h late policy during which time you can still receive full credit. Emailed submissions are ignored – ensure you submit your assignment and verify that it was submitted successfully. Ensure you have submitted the intended document. For tech help submitting an assignment contact the UF Help Desk or see the Canvas guides.

Detailed grading rubrics for each assignment are posted on the assignment pages in Canvas.

There are no dropped grades for this assignment category.

EXTENSIONS

Extensions for assignments (exams are covered under the General Chemistry Exam Absence Policy) can be requested due to illness or emergent situations. You will be asked to have your situation verified by the Dean of Students Office before such an extension is considered. Information on requesting an excuse note can be found here: <https://www.dso.ufl.edu/care/courtesy-letters/>

Exam dates are firm, and all assignments must be completed by the last day of term.

GRADING

GRADE POLICY

Should a student wish to dispute any grade received in this class, the dispute must be in writing and be submitted to the instructor within 72 h of receiving the grade, or within 24 h of the Final Exam.

There is no extra credit available for this course beyond the bonus points available for discussion assignments, and the generous dropped assignment policy. Grades are not rounded at the end of term. Exam grades or course grades are not curved. Take care to complete each assignment prior to its advertised due date and to submit assignments as directed. Contact the UF Help Desk for help with Canvas.

Assignments weights are as follows:

Assignment Group	Weight %
ALEKS Objectives	9%
ALEKS Pie Progress	9%
Quizzes	15%
Progress Exams (2 @ 17.5% each)	35%

Cumulative Final Exam	25%
Written Assignments	4%
Discussions	2%
Syllabus Quiz and Surveys	1%

Grade scale (note: there is no rounding to your score in Canvas):

Letter	A	A-	B+	B	B-	C+	C	D+	D	D-	E
Cutoff	90.0	87.0	84.0	80.0	76.0	73.0	67.0	63.0	59.0	55.0	< 55.0

UNIVERSITY POLICIES

UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity." You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida. The following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php>."

U MATTER, WE CARE

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care team can reach out to the student in

distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing Staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

FEEDBACK

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

NETIQUETTE

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

GETTING HELP

For issues with or technical difficulties with Canvas, contact the UF Help Desk: <https://lss.at.ufl.edu/help.shtml>; (252)-392-HELP.

Other resources are available at <http://www.distance.ufl.edu/getting-help> for Counseling and Wellness resources, disability resources, resources for handling student concerns and complaints, and library desk support.

GENERAL EDUCATION

This course satisfies the General Education requirement in the Physical Sciences.

PHYSICAL SCIENCE GENERAL EDUCATION PROGRAM OBJECTIVES

Physical science courses provide instruction in the basic concepts, theories and terms of the scientific method in the context of the physical sciences. Courses focus on major scientific developments and their impacts on society, science and the environment, and the relevant processes that govern physical systems. Students will formulate empirically-testable hypotheses derived from the study of physical processes, apply logical reasoning skills through scientific criticism and argument, and apply techniques of discovery and critical thinking to evaluate outcomes of experiments.

These objectives are accomplished through participation in the course, and individual work done on homework assignments and assessments.

GENERAL EDUCATION STUDENT LEARNING OUTCOMES

Area	Institutional Definition	Institutional SLO
CONTENT	Content is knowledge of the concepts, principles, terminology and methodologies used within the discipline.	Students demonstrate competence in the terminology, concepts, methodologies and theories used within the discipline.
COMMUNICATION	Communication is the development and expression of ideas in written and oral forms.	Students communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.
CRITICAL THINKING	Critical thinking is characterized by the comprehensive analysis of issues, ideas, and evidence before accepting or formulating an opinion or conclusion.	Students analyze information carefully and logically from multiple perspectives, using discipline specific methods, and develop reasoned solutions to problems.

Naturally, all three areas of learning outcomes will be assessed in all categories of graded assignment administered in CHM1025.

SPECIFIC GOALS OF CHM1025

You will be required to analyze scientific concepts and think critically. This means being able to answer both quantitative (mathematical) and conceptual (quantitative) problems in a limited period of time. Additionally, you will have to write and/or orally communicate on discussion assignments, written assignments, and in discussion with your instructor/TA. We will also demonstrate how these topics can be applied to the scientific method and how observation and experimentation leads us to the development of scientific theories. You will be required to utilize the methods of science as a logical means of problem solving through critical thinking. This means you must analyze information carefully and logically from multiple perspectives, using discipline specific methods, and develop reasoned solutions to problems. To ensure your competency in these concepts you will be required to complete quizzes and assignments that require critical thinking, analysis of problems, and drawing conclusions.

COURSE LEARNING OUTCOMES

A complete list of student learning outcomes is posted in Canvas.

DISCLAIMER

This syllabus represents my current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.