

Office Hours:

Dr. Peterson, Section 7371(10668): Mondays and Wednesdays 12:30 p.m. – 1:30 p.m.

Thursdays 9:00 a.m. – 10:00 a.m.

Dr. Habenicht, Section 7D09(10669): Mondays, Wednesdays, and Fridays, 3:00 p.m. – 4:00 p.m.

Undergraduate TAs' (UGTA) Office Hours: Schedule posted to Canvas.

This office hour schedule is subject to change. All office hours will be held via Zoom Meetings.

Individual office hour links will be posted on the e-Learning website.

Assignments and Grading

Your grade will be based on the following items:

ALEKS Prep Course:	3%
OWLv2 Online Homework:	9%
Four (4) Progress Exams:	88% (22 % each)
TOTAL:	100%

Your grade will be calculated based on the following grading scale:

A: 92-100	A-: 90-91.99			
B+: 87-89.99	B: 82-86.99	B-: 79-81.99		
C+: 75-78.99	C: 65-74.99	C-: 60-64.99		
D+: 55-59.99	D: 50-54.99	D-: 45-49.99	E: <45	

The instructors reserve the right to change the grading scale at any point during the semester.

Grades will be assigned in accordance with University policy: (<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>).

ALEKS: You must complete 100% of the ALEKS Prep course by 5/24/2020 (11:59 p.m.) to receive full credit for this assignment (3% of the final grade). Students who complete less than 100% by 5/24/2020 will receive zero (0) points, there will be no partial credit for the ALEKS assignment.

OWLv2 Online Homework: Beginning in Week 4 (after the ALEKS Prep course has been completed) homework assignments will be assigned to be completed through OWLv2. The OWLv2 assignments will consist of "Activity/ACT" and "Mastery/MAS" assignments, while the ACT assignments must be completed to 80% to gain access to the MAS assignments. For each day of lecture (MWF) there will be a corresponding set of ACT and MAS assignments and will generally follow the schedule:

Lecture Day	Assignment Released (12:00 a.m.)	Assignment Due (11:55 p.m.)	Assignment accepted with 10% penalty (11:55 p.m.)
Wednesday	Monday before Wed Lecture	Friday after Wed Lecture	Monday after Wed Lecture
Friday	Wednesday before Fri Lecture	Monday after Fri Lecture	Wednesday after Fri Lecture
Monday	Friday before Mon Lecture	Wednesday after Mon Lecture	Friday after Mon Lecture

Links to access the individual assignments will be posted to Canvas within the module for each week.

Progress Exams: There will be four (4) progress exams given online as "quizzes" on the e-Learning website (Canvas). All exam quizzes will be proctored via Honorlock (more information below). On exam days, these "quizzes" will be available between the hours of 4 p.m. and 10 p.m. You will have 105 minutes to complete each exam, which already includes extra time to account for the use of HonorLock. Exams will be cumulative but will emphasize material covered following the previous exam. The exam dates are listed on the last page of the syllabus.

Exam Absence Policy: This course administers all conflicts with scheduled exams in accord with the University policy (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>). University recognized conflicts include, but are not limited to, religious observances, participation in official university activities, military obligations, and court-imposed legal obligations. Students will be given the opportunity to take a *conflict exam*, which will be given shortly *before* the scheduled exam provided that the conflict is a) properly documented and b) disclosed to the Instructor **at least one week before** the scheduled exam.

Unpredicted absences due to medical or sudden family emergencies are not covered under the above conflict exam policy. A student who is absent for an exam due to one of the reasons listed above must contact the instructor as soon as they are able, and must submit documentation to the Dean of Students Office (<https://care.dso.ufl.edu/instructor-notifications/>). Once the instructor is satisfied with the validity of the documentation, a make-up exam will be scheduled after a reasonable amount of time, *i.e.*, before the end of the semester. If the student's documentation is deemed insufficient to excuse the absence, a score of *zero* will be assigned for the missed exam. Exams missed without any documentation will be assigned a score of *zero*.

Quiz/Exam Question Disputes: If you believe that you have found an error on a quiz/exam or would like to dispute a question, the deadline for doing so is within 72 hours of a quiz/exam.

HonorLock: HonorLock is an online proctoring service that will be used to remotely proctor your exams this semester. You do not need to create an account. HonorLock is available 24/7 and all that is needed is a laptop computer, a working webcam, and a stable Internet connection.

To get started, you will need Google Chrome and to download the HonorLock Chrome Extension. You can download the extension at www.honorlock.com/extension/install.

When you are ready to test, log into Canvas, go to your course, and click on your exam. Clicking "Launch Proctoring" will begin the HonorLock authentication process, where you will take a picture of yourself, show your ID, and complete a scan of your room. HonorLock will be recording your exam session by webcam as well as recording your screen. HonorLock also has an integrity algorithm that can detect search-engine use, so please do not attempt to search for answers, even if it's on a secondary device.

HonorLock support is available 24/7/365. If you encounter any issues, you may contact them by live chat, phone (844-243-2500), and/or email (support@honorlock.com).

Other Information and Policies

Practice problems: In addition to the OWLv2 homework, additional practice problems will be assigned from the questions at the end of each chapter and instructor worksheets (workbook). These homework assignments will not be collected or graded. However, completion and understanding of the practice problems will be of critical importance to succeeding in this course. Do not turn to the solutions manual immediately! Understanding a given solution does not teach you any problem-solving skills. Keep up with the course and you will be in good shape. Try and allow at least 2 hours **per day** (6 days a week) to study, work the problems and read the book chapters.

Contacting the Instructor/Office Hours:

Canvas messages are for administrative purposes only, and **not for distance-instruction**. All academic inquiries must be made during office hours or on the discussion boards in Canvas. Be prepared before attending office hours, bring specific questions and your previous work. Questions about grades will not be discussed during office hours due to privacy regulations. For the same reason, Zoom office hours will not be recorded.

For private or grade-related questions, direct your questions directly to the instructor using the Canvas message function. Do not email outside of Canvas to your instructor's email address – we are not permitted to discuss grade related questions outside of Canvas. You will be asked to resend the query through Canvas.

Netiquette: All members of the class are expected to follow [rules](#) of common courtesy in all email messages, threaded discussions, and chats.

When attending Zoom meetings, please come prepared. Mute your audio whenever you are not speaking. Be presentable: clothing is not optional. Make sure not to show any personally identifiable information and/or other items that you do not wish others to see. Let others finish what they are saying and only speak when it is your turn. Be present: you can check your email and work on other tasks after the meeting. Turn off all notifications and make sure your cell phone does not ring.

Advising Issues: Visit or contact one of the chemistry undergraduate advisors.

Website: <https://www.chem.ufl.edu/undergraduate/academic-advisors/>

Email: advising@chem.ufl.edu

Accommodations for Students with Disabilities: Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations.

Faculty Evaluations: Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

U Matter, We Care: Your well-being is important to the University of Florida. The U Matter, We Care initiative (<http://www.umatter.ufl.edu/>) 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.

Copyright Notice: All handouts used in this course are copyrighted and may not be copied without the instructors' expressly granted permission. 'Handouts' include all materials generated for this class, which include but are not limited to syllabi, exams, problems, in-class materials, review sheets, problem sets, or other materials. Tutors and tutoring services are expressly forbidden from copying any or all of these materials without prior written permission. Only students currently enrolled in the class may make a single copy of this material for their personal use.

The UF Student Honor Code

<http://regulations.ufl.edu/wp-content/uploads/2018/06/4.040-1.pdf>

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. On all work submitted for credit by students 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."

Honor Code violations include, but are not limited to, copying on an exam (or helping another student to copy), submitting someone else's work as your own, having another person complete assignments for you and/or unauthorized collaboration.

Any student found responsible for an academic honesty violation will receive a zero (0) for the compromised exam or assignment.

Tentative Course Schedule

The schedule below is a rough guideline.

Date	Chapter(s): Topics
M 5/11	Introduction, things to review
W /13	1: line-angle formulas, functional groups
F 5/15	1: functional groups (cont'd), VSEPR (ALEKS), MO theory, VB theory (hybridization)
M 5/18	1: resonance, delocalized MOs
W 5/20	4: Brønsted-Lowry acids and bases, relative strengths of acids and bases, position of equilibrium in acid-base reactions
F 5/22	4: molecular structure and acidity, Lewis acids and bases
M 5/25	Holiday, no class
W 5/27	1+4: review/examples/Q&A
F 5/29	Exam #1 (no lecture)
M 6/1	2: constitutional isomerism in alkanes, nomenclature of alkanes
W 6/3	2: conformations of alkanes, nomenclature of cycloalkanes
F 6/5	2: conformations of cycloalkanes, cis/trans isomerism in cycloalkanes
M 6/8	3: stereoisomerism and chirality
W 6/10	3: naming chiral centers (<i>R/S</i> system)
F 6/12	3: acyclic molecules with two or more stereocenters
M 6/15	3: cyclic molecules with two or more stereocenters
W 6/17	5: alkenes: structure and nomenclature (<i>E/Z</i> system)
F 6/19	Exam #2 (no lecture)
M 6/22 - F 7/3	Summer Break
M 7/6	6: organic reactions involving reactive intermediates, addition of HX, carbocation stability
W 7/8	6: acid-catalyzed hydration, carbocation rearrangements, reaction stereochemistry
F 7/10	6: addition of X ₂ , addition of HOX
M 7/13	6: oxymercuration-reduction, hydroboration-oxidation
W 7/15	6: oxidation to syn-glycols (OsO ₄), ozonolysis, catalytic reduction, alkene stability
F 7/17	7: alkyne nomenclature, acidity of 1-alkynes, preparation of alkynes
M 7/20	7: electrophilic addition, hydration, reduction, organic synthesis
W 7/22	8: structure and nomenclature of haloalkanes, radical halogenation: selectivity, energetics and radical stability
F 7/24	Exam #3 (no lecture)
M 7/27	8: mechanism of free radical halogenation, Hammond's postulate
W 7/29	8: allylic halogenation, radical addition of HBr
F 7/31	9: overview, S _N 2 mechanism
M 8/3	9: S _N 1 mechanism, β-elimination (E1 and E2)
W 8/5	9: examples (competition, regioselectivity)
F 8/7	10: alcohols: structure and nomenclature, acidity and basicity, reaction with active metals, conversion to haloalkanes and sulfonates
M 8/10	10: acid-catalyzed dehydration, pinacol rearrangement, oxidation of alcohols 11: ethers: structure and nomenclature
W 8/12	11: preparation of ethers; epoxides: formation and ring opening
F 8/14	Exam #4 (no lecture)