

# CHM1025 INTRODUCTORY CHEMISTRY (SECTION 25DB/11436)

FALL 2020

## INSTRUCTOR INFORMATION

Instructor	Email	Phone	Office Location & Hours
Mrs. Veige	Email in Canvas only	Email only; calls or messages may not be returned as classes are online	By appointment

## GETTING HELP

[Broward Teaching Center](#) offers free virtual tutoring assistance. See their website for details.

Knack Tutoring is provided at no charge for students enrolled in CHM1025.

## COURSE DELIVERY/MEETING TIMES

The course is 100% online/asynchronous.

## COVID STATEMENT

Our class sessions may be audio-visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate verbally are agreeing to have their voices recorded.

If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the 'chat' feature, which allows students to type questions and comments live. The chat will not be recorded or shared.

As in all courses, unauthorized recording and unauthorized sharing of recorded materials are prohibited.

## GENERAL INFORMATION

### COREQUISITES

MAC1147 or the equivalent is a published co-requisite. Refer to the Course Catalog for math requirements to continue in general chemistry sequence. The math requirement of a C or higher in MAC1147 or the

equivalent or higher is strictly enforced for CHM2045. A C or higher in CHM1025 is also required for progression to CHM2045, no matter the ALEKS math placement score.

## 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)

## 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 to review the due dates for all assignments for the entire term. These will not change. 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 Honorlock? 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, 5<sup>th</sup> ed., McGraw-Hill). ALEKS also has its own "textbook," the ALEKSPEDIA; the textbook for this course, however, is the Bauer text.

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

### WEBCAM/MICROPHONE/SPEAKERS/MIRROR

You are required to have a functioning webcam, microphone, and speakers for proctored exams. See the minimum technical requirements at [honorlock.com/support](https://honorlock.com/support). Ensure your computer system meets their minimum system requirements. You are also required to have a handheld mirror/reflective surface for proctoring.

### COURSE TECHNOLOGY

The student may require Adobe Acrobat Reader, Adobe Flash Player, Microsoft Silverlight and other software. 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. Honorlock has specific hardware/software requirements: [honorlock.com/support](https://honorlock.com/support). 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 boards in Canvas. The instructor response time is 24 h during the work week (expect to wait until Monday for questions posted on a Friday).

We encourage you to post questions related to ALEKS homework or end of chapter questions you're working on to the Q&As. 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

### SYLLABUS QUIZZES/SURVEYS/ALEKS FAQ QUIZ

You can submit these assignments late, with a 10% penalty per day submitted late. Make sure to open and submit the quizzes *for all attempts* prior to the due date to avoid the late penalty.

### CHAPTER 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 are satisfied with your score on the first attempt.

Graded quizzes can be completed late, with a late penalty of 10% per day submitted late, with the last possible date a quiz can be completed for any credit being the last day of term, 11:59 pm Dec. 9<sup>th</sup>. Note that if a quiz is submitted even 1 s after the due date/time, the late penalty will apply. Ensure you open and submit the quiz for both of your attempts prior to the due date to avoid the late penalty.

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

## EXAMS

Three progress exams and one cumulative final exam are administered in Canvas. These exams are remotely proctored by Honorlock. Each exam is 2 h in duration and is necessarily cumulative in nature. Each progress exam is available for multiple days with a firm due date of 11:59 pm EST on the following dates: Exam 1: October 16<sup>th</sup>; Exam 2: November 6<sup>th</sup>; Exam 3: December 1<sup>st</sup>; Final Exam: December 14<sup>th</sup>.

Exam questions may include numeric entry, formula/algorithmic questions, multiple dropdown, matching, multiple answer, multiple choice, and multiple fill in the blank questions.

## HONORLOCK

Honorlock will proctor your exams this semester. You do not need to create an Honorlock account, download software, or schedule an appointment for your exam. Honorlock is available 24/7 and requires a computer, webcam, microphone, 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](http://www.honorlock.com/extension/install).

When you are ready to test, log into Canvas, go to your course, and select your exam. Click “Launch Proctoring” to begin the Honorlock authentication process, during which you will take a picture of yourself, show your ID, and complete a scan of your room. You will need a small handheld mirror/reflective surface to show the camera underneath your table/desk, etc. Honorlock will record your exam session and record your screen.

If you encounter technical difficulties with Honorlock, contact Honorlock directly. You may live chat, phone (855-828-4004) and/or email [support@honorlock.com](mailto:support@honorlock.com). You should spend some time reading about their service and testing your system on their website. For other technical issues contact the Help Desk.

Extensive Honorlock documentation, including a student privacy guide, is available at <https://dce.ufl.edu/services/online-proctoring/>.

## 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 within 72 h of a quiz/exam or 24 h after the final exam. Email your instructor through Canvas email or make a submission comment on the quiz/exam.

## 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.

Due to the way *ALEKS Objectives* are set up, with students working on prescribed topics during set times, it can be problematic for the student to extend due dates. If you have a legitimate reason for an extension on an ALEKS assignment (see the University Attendance Policy: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>), reach out to your instructor (Mrs. Veige) via email through Canvas. Up to two missed objectives for documented and approved reasons (i.e. documented illness, etc.) will be

handled by marking them with “EX” in the Canvas gradebook. This will weight your other graded objective scores more heavily in your final course grade. If more than two are missed, due date extensions will be made for the 3<sup>rd</sup> and subsequent missed assignments (this should be rare). Even though the individual assignment grades may be excused, you will still need to complete the topics contained in the assignments to earn full credit on your ALEKS Pie. You can do this whenever you are in Open Pie mode. Please refer to the detailed study schedule at the end of this document for scheduled Open Pie periods. Students are also in Open Pie whenever they complete an ALEKS objective prior to the due date.

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 classes (11:59 pm Dec. 9). 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 (# topics completed/total # 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. Their support staff is very responsive.

You can work on your ALEKS Pie Progress for credit until 11:59 pm the last day of term, Dec. 9<sup>th</sup>.

## EXTRA PRACTICE

Within each chapter’s module in Canvas you will find additional practice material. This includes practice Quizlet flashcard activities, and additional practice questions. These are for practice only and are not considered for credit. The majority of students will require practice in addition to the graded ALEKS homework to succeed in the course. Students should also work as many end of chapter problems in the textbook as time permits.

## ATTENDANCE, EXTENSION REQUESTS

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

Exam absences will be handled in accordance with official UF academic regulations. For more information, see <https://catalog.ufl.edu/UGRD/academic-regulations/>. See below for further clarification for two different types of situations.

(1) Conflicts with other events: this should be rare, as CHM1025 proctored exams are available over a range of days and times. You should plan accordingly. Such reasons may include religious holidays, military obligations, special curricular requirements (e.g., attending professional conferences), or participation in official UF-sanctioned activities such as athletic competitions, etc. For more information on such absences see the official UF Policy at <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#absencestext> ). If you must be absent for an exam due to a documented and approved conflict

known in advance, you must e-mail your instructor (within Canvas) the documentation at least one week prior to the scheduled exam and an **early conflict exam** (i.e. before the regular exam date) will be scheduled for you.

(2) Missing an exam due to an emergency or sudden illness: If you are absent for an exam due to an unpredicted documented medical reason or family emergency, you must contact the instructor as soon as possible, and you may be asked to have your excuse verified by the Dean of Students Office (DSO). Your instructor will follow UF academic regulations in evaluating the notification and/or documentation received from you or from the DSO on your behalf. Once your instructor is satisfied with the validity of your exam absence a make-up exam will be scheduled after a reasonable amount of time, i.e., before the end of the semester. If your documentation is deemed insufficient to excuse your absence you will receive a zero on the missed exam.

## 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. 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 as needed with Canvas.

Assignments weights are as follows:

Assignment Group	Weight %
ALEKS Objectives	10%
ALEKS Pie Progress	10%
Quizzes	12%
Progress Exams (3 @ 14% each)	42%
Cumulative Final Exam	25%
Syllabus Quizzes 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	86.0	83.0	80.0	77.0	73.0	69.0	66.0	63.0	60.0	< 60.0

## UNIVERSITY POLICIES

### UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center by visiting [disability.ufl.edu/students/get-started](http://disability.ufl.edu/students/get-started). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

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](mailto: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 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/>.

## NETIQUETTE

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. A detailed guide is posted under the *Settling In* section in Canvas.

## GETTING HELP

For issues with or technical difficulties with Canvas, contact the UF Help Desk: <https://lss.at.ufl.edu/help.shtml>; (352)-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.

A minimum grade of C is required for general education credit.

## 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
<b>CONTENT</b>	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.
<b>COMMUNICATION</b>	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.
<b>CRITICAL THINKING</b>	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 (qualitative) 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 within each Overview page.

## 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.

## STUDY SCHEDULE

\*The most up to date complete schedule is posted in Canvas. This document may have been updated since posting- check Canvas for details.