

# CHM1020 CHEMISTRY FOR THE LIBERAL ARTS

SPRING 2021

## INSTRUCTOR INFORMATION

Instructor	Email/Office/Phone	Preferred Contact
<b>Mrs. Veige</b>	Email in Canvas only 352-392-0518 CCB 103	Email only; calls or messages may not be returned as classes are online; Zoom office hour times provided in Canvas

## TEACHING ASSISTANT

Diana Stancic. Office hours (via Zoom): M/W 11 am – 1 pm EST.

Email: through Canvas email

## COURSE DELIVERY/MEETING TIMES

This is a 100% online & asynchronous course.

## AUDIO/VIDEO PRESENCE POLICY

Our class sessions are not recorded unless specifically announced in advance (such as for an exam review session). For those sessions, 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 unmute 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.

Full audio and video presence are required for proctored tests administered by Honorlock.

## GENERAL INFORMATION

### PREREQUISITES

High school algebra.

### MEETING TIMES

This is a 100% online course.

## DESCRIPTION

CHM 1020 is a terminal chemistry course for non-science students that presents the basic concepts of chemistry and examines the role of chemistry in both consumer products and the environment. (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 view all due dates for the entire semester. This will not change over the course of the semester. 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? Where do I do the homework? How do you get help? Can assignments be submitted late? What does the formula sheet for an exam look like? This syllabus document *and* the information in Settling In comprise the material for the Syllabus Quiz.

## COURSE MATERIALS

### TEXTBOOK

A significant portion of your grade stems from electronic homework (SmartBook assignments, both terms may be used) associated with an ebook (*Chemistry in Context: Applying Chemistry to Society*, 9<sup>th</sup> ed., McGraw-Hill). 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).

To opt in, navigate to: <https://bsd.ufl.edu/allaccess>. Click the "Opt In" tab or view the "View Eligible UF All Access Classes" button. You will be prompted to log in using Gatorlink credentials. Follow the prompt to authorize charges to your student account. The access code will then be provided. Copy the access code to your clipboard. In the Canvas course, click on the McGraw-Hill Connect tab. Provide the access code when prompted to do so. If you have any questions about the authorization process or refunds contact [Included@bsd.ufl.edu](mailto:Included@bsd.ufl.edu).

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 the McGraw Hill website. A paper version is on reserve at the Marston Science Library for reference purposes.

See the course homepage in Canvas for detailed information about acquiring and redeeming the access code. You can begin immediately using a free trial, and purchase the access code during the first week or so of class.

### WEBCAM/MICROPHONE/SPEAKERS

You are required to have a functioning webcam, microphone, and speakers for proctored exams. See the minimum technical requirements at [honorlock.com/support](http://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](http://honorlock.com/support). Check the support page for McGraw-Hill for technical support using their platform: <http://www.mheducation.com/highered/platforms/connect/training-support-students.html> .

## COURSE COMMUNICATIONS

### GENERAL QUESTIONS

General course questions should be posted to the Discussion: Course Q&A 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 homework or end of chapter questions you're working on to the Discussion board. 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

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. Note that even 1 s past the due date counts as a whole day late.

### QUIZZES

Sectional quizzes are delivered through the McGraw Hill platform. 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 three attempts at each quiz, with the highest score counting for credit. You can submit quizzes late, with a 10% penalty 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 April 21<sup>st</sup>.

Pay close attention to the due date/time, which is set to 11:59 pm EST "McGraw Hill time". This may differ slightly from the time on your computer/clock – ensure you begin well in advance of the due date/time or you may suffer a late penalty. There are no exceptions.

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

### EXAMS

Three progress exams are administered using the Quizzes tool in Canvas. These exams are remotely proctored by Honorlock. Each exam is available over a range of dates. Exam dates are: Exam 1: Feb. 19-21; Exam 2: Mar. 23-25; Exam 3: Apr. 18-21.

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

Practice exams are available in Canvas for you to familiarize yourself with quiz navigation in Canvas.

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### PROGRESS EXAM “AVERAGE/REPLACE” POLICY

This applies to all students. No progress exam score will be dropped for any reason. To alleviate the stress of potential issues that do not fall under officially sanctioned absences, we have incorporated an “average/replace” policy: the lowest of the three progress exams will be replaced by the average of the three progress exams. This policy helps to minimize the impact of a single poor performance (it will not disappear, but will be minimized). For example, if a student scores the following on their three progress exams: 0%, 65%, 80%, the 0% would be replaced with the average of 0, 65 and 80, which is 48%. That is a much better score than a 0.

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### EXAM EXTRA CREDIT

Completion of the Smartbook Review assignments *prior to each exam* contributes to extra credit for that exam. Completion of 100% of the review counts as an extra 1 point on the exam, which amounts to an extra 5%. Each review contributes to that particular exam, i.e. Review for Ch. 1-4 counts as extra credit for Exam 1, etc. If you earn less than 100% on the review you will earn a percentage of the extra credit; i.e. if you complete 50% you would earn 0.5 points added to your exam score.

### 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 the assessment.

## 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 CHM1020 proctored exams are available over a wide range of time. 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 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.

## SMARTBOOK

Access the electronic homework directly from within Canvas. Each Smartbook assignment is estimated to require approximately 45-60 min to complete and covers one chapter in its entirety. Smartbook assignments are submitted as-is at their due dates/times; they cannot be completed late for credit. You will receive credit for whatever portion of the assignment you have completed by that time. You can review Smartbook assignments for exam preparation if desired after the due date without affecting your recorded score.

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

## 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 late, with a 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 Apr. 21<sup>st</sup>. Ensure you post and follow up before the due date to avoid the late penalty. Post early and check your post/response. Pay close

attention to the time – official Canvas time may differ slightly from the time on your computer/clock. Emailed submissions are not considered for credit.

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

## WRITTEN ASSIGNMENT

Over the duration of the course you will compile a journal consisting of recent news articles from online news sources. You should start working on your Journal assignment close to the start of the course and add to it throughout. You can prepare any suitable document of your choosing – a Word document, a PowerPoint/Google Slide presentation, etc. as long as it meets the grading requirements detailed in the rubric.

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. Each assignment can be turned in late, with a late penalty of 10% per day submitted late, with the last possible date to be completed for any credit being the last day of fall term, 11:59 pm Apr. 21<sup>st</sup>. 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.

A detailed grading rubric is posted on the assignment page in Canvas. Bonus points are available for on time submissions.

## GRADING

### GRADE POLICY

There is no extra credit available for this course beyond the bonus points available for discussion assignments and the Written Assignment, and the generous dropped assignment policy. Grades are not rounded at the end of term. Exam grades or course grades are not curved.

Assignments weights are as follows:

Assignment Group	Weight %
Smartbook Assignments	20%
Written Assignment	5%
Discussions	5%
Proctored Exams (3 @ 14% each)	42%
Surveys and Syllabus Quizzes	3%
End of Chapter Quizzes	25%

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

Letter    A    A-    B+    B    B-    C+    C    C-    D+    D    D-    E

<b>Cutoff</b>	90.0	87.0	84.0	81.0	78.0	75.0	72.0	69.0	66.0	63.0	60.0	< 60.0
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## 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](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 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

Please see the detailed Netiquette guide in the Settling In section of the Canvas course.

## 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 CHM1020.

## SPECIFIC GOALS OF CHM1020



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.

## 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.

## SCHEDULE

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