

Chemistry 100 Laboratory Syllabus--Summer 2017

Instructor: Jeff Bradbury

Office: S-210 **Office Hours:** Tuesdays 1:40-2:40 pm.

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TEXTS & MATERIALS :

The required lab manual is online. Go to <http://WWW.cerritos.edu/jbradbury/>, click on Chemistry 100 lab, and then click on the individual labs to download and print. You are required to bring the appropriate lab experiment to class the day the lab is to be performed. Experiments will not be handed out in class, unless otherwise stated by the instructor. If you do not bring the printed experiment to class you cannot perform the experiment. It is expected that you bring all of the lab print outs the second day of lab.

Goggles: Safety goggles in compliance with ANSI Z87.1-1989 and which have splash protection, both of which are required by California State Law, must be worn at all times in the lab.

EXPERIMENTS You will be doing the experiments in the order in which they are listed in the laboratory schedule, which is on my web site. You are responsible for reading the assigned experiment before coming to lab. (The lab quiz may contain one or two questions about this experiment.) You must print out and bring the appropriate lab experiment to class each day. You may not do the experiment unless you bring the print out with you.

Safety: All safety procedures specified in the safety handout must be followed at all times in the laboratory. Failure to work safely in accordance with those as well as any other safety procedures presented to you in the safety film, in written experiment instructions, or verbal instructions from your lab instructor, can result in your being removed from the lab. Failure to wear safety goggles can result in your being removed from the lab.

Lab Make-Up: If you miss an experiment you may not make it up but you should take the quiz on that experiment. (Prepare for the quiz by reading the experiment.) If you miss more than two experiments, your Chemistry 100 grade will be no higher than D.

GRADING STRUCTURE

- **Experiment Report Sheets** (10-20 points each): Experiment Report Sheets are found at the back of each experiment. Be sure to have your experiment Summary Sheet initialed by your lab instructor before you leave the lab. You do not have to fill out the Report Sheet in order to get the instructor's initials. Your lab instructor will not sign a Summary Sheet that has been torn out of the laboratory manual, nor one that has been photocopied. Your lab instructor will be happy to answer any questions that you have about your completed Summary Sheet in class before it is turned in at the beginning of class on the day indicated in the laboratory schedule. Late Experiment Report Sheets will be discounted one (2) points per lab period. Experiment Report Sheets turned in more than 3 labs late will receive no credit. You will receive no credit for your work if there are no instructor initials. At the end of the semester your lowest Experiment Report Sheet score will be dropped.
- **Safety Quiz:** (50 points) A safety quiz will be given on the date indicated in the laboratory schedule. You will prepare for this quiz by reading the safety handout from the lab, watching a safety film and participating in a safety lecture. You must get a satisfactory score on the quiz (90% correct), which may be done by missing no more than 5. If you do not receive a satisfactory score on the quiz, you will be allowed to retake the quiz once, at a place and time arranged by your lab instructor. If you do not get a satisfactory score when you retake the quiz you will receive an F grade for the laboratory portion of the course. If you choose not to drop the class but to remain, knowing that the lab grade and therefore the course grade will be an F, you will NOT be allowed to do any experiments.
- **Quizzes (10-20 points each):** One quiz will be given for each experiment. The quiz will be given on the same day that the Summary Sheet for that experiment is due. There will be NO MAKE-UP QUIZZES given. You may, however, take a quiz ahead of time at a place and time arranged by your lab instructor. At the end of the semester your lowest quiz score will be dropped.

Lab Grade: Your lab grade will be computed by taking the sum of the points you earned, dividing by the total points possible, and multiplying by 100 to give a percent grade. Your lab grade will account for 25% of your overall grade in the course. Do not underestimate the importance of your lab grade. If your lab grade is not 50% or higher, you will not pass the course, even if you have an A in lecture.

Student Success: As a student you are expected to turn in all work, complete and on time. You are expected to be on time to each class and follow all directions. Chemistry is a challenging subject, but if you work hard you can succeed. You are expected to spend time outside of class each week reading, preparing and studying. I will do what I can to help you succeed. I am looking forward to this semester and getting to know each of you.

Cheating: If the instructor finds a student using another student's work on a quiz or summary sheet or cheating on a quiz, such as using a cheat sheet or other aide, the student will receive a zero grade on that assignment and may receive an F grade in the class.

Dropping the lab: You must check in your lab equipment to officially drop the Chem. 100 class. This involves checking into your equipment during your regularly scheduled lab period. If this is not possible, the stockroom will check you in for a fee by making an appointment with them at (562) 860-2451 extension 2695. An administrative hold will be placed on your records if you fail to check-in and pay any debt owed to the stockroom by the final exam date. You are responsible for all broken or lost lab equipment. All cell phones must be turned off during the entire class. No video or audio recording or photography without the instructor's permission.