Keep this syllabus; it contains important information which you will need to know in order to succeed in this course. Chemistry 1024 is the second semester of Introduction to Chemistry Laboratory. This broad survey course in chemistry is designed primarily for non-science majors and those planning careers in allied health or horticulture. Introduction to Chemistry is a core curriculum course that can be used to satisfy the university Core Science & Technology Second Level (SB) requirement; however, it is not accepted by medical or dental schools, and cannot normally be used as a prerequisite for Chemistry 2201 (Organic Chemistry). If you expect to take Science and Technology courses in Chemistry (2000 level or above), you should take the 1031-1034 sequence (General Chemistry) rather than this course.

A student cannot be enrolled in Chemistry 1024 unless that student has a passing grade of C- or higher in both Chemistry 1021 and Chemistry 1023 or their equivalent. A student will not be permitted to enroll in Chemistry 1024 unless that student also enrolls in Chemistry 1022, or has previously completed Chemistry 1022 or its equivalent with a passing grade of C- or higher. Any student who has a need for accommodation based upon the impact of a disability should contact his or her course instructor privately to discuss their specific situation as soon as possible; also it is advisable for them to contact Disability Resources and Services at 215-204-1280.

LABORATORY TEXT, LABORATORY HANDOUTS AND BLACKBOARD:
2. Laboratory handouts will be available on Blackboard or supplied by your laboratory instructor.
3. Students should check both Blackboard and their Temple e-mail accounts each week for possible announcements and possible supplementary materials. All of the handouts will be available under the Course Documents Section of Blackboard. If a student misses a laboratory where laboratory materials for the following week were passed out, the student will need to get these materials from Blackboard. This is especially important in preparation for prelaboratory quizzes, prelaboratory questions and makeup laboratories.

GRADING: Grades will be based on a possible 1000 points for Chemistry 1024. The grade breakdowns are given below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm</td>
<td>200</td>
</tr>
<tr>
<td>Final</td>
<td>200</td>
</tr>
<tr>
<td>Lab. Reports</td>
<td>600</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
</tr>
</tbody>
</table>

GENERAL COURSE INFORMATION: First class: Thursday, January 18, 2018. Last day to drop (tuition refund available): Monday, January 29, 2018. Last day to withdraw (no refund): Wednesday, March 21, 2018. Students who have previously withdrawn from the same course, or who have already withdrawn from 5 courses since September 2003 may not withdraw. Drops and withdrawals are handled by the student's college office. The Spring Semester ends on Wednesday, May 9, 2018.

ABSENCES: Excessive unexcused absences from any part of Chemistry 1024 can result in a student receiving an F as a final grade. It is the responsibility of the student to make sure that his/her absence is recorded as excused if such is the case.
LABORATORY PREPARATION: Students should expect to spend an average of 3 hours each week outside of lab, lecture, or recitation preparing for Chem 1024 laboratory. This preparation includes preparing for or doing prelaboratory assignments, prelab quizzes, laboratory reports, midterm and final examinations.

WITHDRAWALS: Students may withdraw from the course with a grade of W at any time up to and including Wednesday, March 21, 2018. No withdrawal is possible after that date. A student who withdraws from Chemistry 1022 may or may not withdraw from Chemistry 1024. The full university policy on withdrawals can be found at http://policies.temple.edu under section 02.10.14.

INCOMPLETES: The grade of I (Incomplete) will only be considered in cases of end of semester emergency situations where at least 50% of the term's work has already been completed with a passing grade, and only for reasons beyond the student’s control. To receive a grade of I, the student first must sign a written agreement with the instructor involved and the Chemistry department, specifying the manner by which the missed work will be completed. Notify Dr. Bloxton if you believe you have a valid reason to obtain a grade of I in Chemistry 1024. The full university policy on incompletes can be found at http://policies.temple.edu under section 02.10.13.

ELECTRONIC CALCULATORS AND DICTIONARIES: Although the types of calculations employed in Chemistry 1024 are generally quite simple, you may find that a pocket calculator (properly operated) will improve your accuracy. If you wish to invest in a calculator, it is suggested that you select a model which can deal with logarithms and scientific notation. Be certain that if you use a calculator, it is kept in good condition, especially for quizzes and examinations. Calculator failure will not be accepted as an excuse for a poor quiz or examination. The sharing of calculators, use of information storage devices, cell phones, pagers and other communication devices during quizzes or examinations is prohibited. The use of programmable and/or graphing calculators on examinations or quizzes is strictly prohibited. The use of simple calculators (i.e. those without keyboards) is allowed only with the permission of the Instructor. The use of PDAs, cell phones, and other communication devices and electronic or paper dictionaries is strictly prohibited. The Instructor reserves the right to design quizzes and examinations whereby the use of calculators is prohibited but the problems can be solved by estimation.

OFFICE HOURS: Office hours for each instructor in Chemistry 1024: before and after lab, or by appointment

MID TERM REPORTS: The University requires, for submission to them, a mid term report for this course for each student. These reports will be used to advise and council students on seeking appropriate assistance in their studies.

LABORATORY GRADING: A student's laboratory grade will be based upon the student's overall performance in the laboratory exercises, that is, the laboratory reports (60%), and the student's grades on a midterm examination (20%) and a final examination (20%). These quizzes and examinations will be taken in the laboratory room.
MIDTERM EXAMINATION (20%) AND FINAL EXAMINATION (20%): A midterm examination is scheduled for Thursday 3/8/18. The final examination is scheduled for Thursday 4/26/18 and Wednesday 4/26/17. Students are required to take the midterm and final examination in the lab section that they are registered in. If a student misses the midterm or final examination due to an extreme emergency that can be documented and approved by Dr. Bloxton, they may take the midterm or final examination in another section of Chem 1024 that is taking the midterm or final examination. If a student has an excusable reason for missing a midterm or final examination a makeup midterm or final examination can be given. If a student misses taking a midterm or final exam, during the exam times when it is given, then a grade of zero will be given if a student has no excused absence for missing the midterm or final exam. For an absence to be considered excusable, the student must provide the laboratory instructor with a written documented note, explaining the reason for the absence; whereupon, the instructor will notify the student whether or not the absence is considered excusable. The midterm or final examination cannot be given to a student that comes in to class after another student has already finished and left the exam room. Copying, talking and other forms of communication between students during a midterm or final examination are prohibited. The sharing of calculators, use of information storage devices, cell phones, pagers, PDA’s, and other communication devices and paper and electronic dictionaries during exams is prohibited. A student can only take the midterm or final examination once.

LABORATORY REPORTS (60%): Students are required to do labs in the laboratory section that they are registered for. Prelaboratory report sheets are due at the beginning of every laboratory period. The laboratory instructor will check if the students attempted to answer all of the prelaboratory questions and a score will be assigned. These same prelaboratory questions will also be handed in with the rest of the laboratory report and will be graded. Laboratory reports are due the laboratory period after a lab is scheduled for completion. Chem 1024 laboratory instructors will initial the data sheets for the laboratory reports at the end of the laboratory period. These original data sheets are to be turned in as part of the student’s laboratory report. The complete laboratory report includes the prelaboratory questions and the original laboratory report sheets. Students are to work by themselves instead of with partners or in groups whenever possible. Students that work in larger groups than indicated by the laboratory instructor will lose 25% of the total value of the laboratory report. Students that turn in a laboratory report that they didn't perform will receive a score of 0% for the entire laboratory report.

MAKEUP LABORATORY SESSIONS AND REPORTS: Students that miss a laboratory due to an extreme emergency that can be documented and approved by Dr. Bloxton, can makeup the missed laboratory in another section of Chem 1024 that is doing the same laboratory experiment as long as there is enough room in the lab section. The lab capacity will be determined by Dr. Bloxton. A student must be prepared to do a makeup laboratory. This preparation includes but is not limited to the following:
1. Having their own safety glasses with them. 2. Knowing what experiment(s) they need to makeup. 3. Having necessary laboratory course materials with them before the start of the makeup laboratory session. 4. Reading laboratory materials before the start of the makeup laboratory session.
5. Completing prelaboratory questions before the start of the makeup laboratory session. Students will receive a score of zero for the initial check of the prelaboratory questions if these prelaboratory questions are not completed at the beginning of the laboratory makeup session.

Late Lab Reports: Lab reports are due 1 week after the experiment has been completed at the beginning of the lab period. If a student turns in a lab report late then then is a one week grace period. After this one week grace period a score of zero is assigned for the late lab report.

LABORATORY SAFETY: It is expected that everyone in the lab will conduct themselves in a professional manner. All students are required to wear departmentally approved safety glasses or safety goggles during lab. Students that don't wear or have safety glasses or goggles will not be allowed to work in the laboratory. It is the responsibility of the student to purchase and keep their own safety glasses.
Appropriate clothing and shoes are to be worn in the laboratory. Full-length pants are required in the lab; shorts, capris, dresses, skirts, kilts, tank tops, clothing that exposes bare midriffs, sandals, clogs or open toe shoes are not permitted. Shirt sleeves should extend down to at least the elbow. Laboratory coats or laboratory aprons are required items and will be supplied by the Chemistry Department. Anyone who wears contact lenses should inform their instructor; we strongly suggest you not wear them in lab. Any student who is pregnant or may become pregnant during the course of the semester should consult a physician to decide whether or not it is advisable to continue in the course. Any students with any medical conditions that might require special treatment in the event of injury should inform their instructor, so that in the event of an emergency we may respond appropriately. All students are required to purchase, read, understand and sign the Temple University Student and Laboratory Use General Guidelines for CST (Available at University Copy Center 234 Ritter Hall). Students will not be permitted to continue working in the labs beginning with laboratory meeting 3, Tuesday, January 31, 2017, without this signed document. Previously signed documents from past Chem 1024 labs may not be used. A new document is required for Chem 1024 lab.

DOCUMENTATION OF LABORATORY SCORES: Laboratory reports are due the week after the week after the laboratory exercise is performed. Every effort will be made to have them graded and returned the following week. Exams will also be graded and returned the following week. It is the students responsibility to retain all work until the end of the semester in order to resolve any questions regarding completeness of work handed in or grades.

TEMPLE’S POLICY ON STUDENT AND FACULTY ACADEMIC RIGHTS AND RESPONSIBILITIES: Freedom to teach and freedom to learn are inseparable facets of academic freedom. The University has adopted a policy on Student and Faculty Academic Rights and Responsibilities (Policy # 03.70.02) which can be accessed through the following link: http://policies.temple.edu/getdoc.asp?policy_no=03.70.02.

ACADEMIC HONESTY: The contents of this section are from Temple University’s 2005-2006 Undergraduate Bulletin in the Students Responsibilities part of Responsibilities section. The web address is http://www.temple.edu/bulletin/Responsibilities_rights/responsibilities/responsibilities.shtm#honesty. Temple University believes strongly in academic honesty and integrity. Plagiarism and academic cheating are, therefore, prohibited. Essential to intellectual growth is the development of independent thought and a respect for the thoughts of others. The prohibition against plagiarism and cheating is intended to foster this independence and respect.

Plagiarism is the unacknowledged use of another person's labor, another person's ideas, another person's words, another person's assistance. Normally, all work done for courses -- papers, examinations, homework exercises, laboratory reports, oral presentations -- is expected to be the individual effort of the student presenting the work. Any assistance must be reported to the instructor. If the work has entailed consulting other resources -- journals, books, or other media --, these resources must be cited in a manner appropriate to the course. It is the instructor's responsibility to indicate the appropriate manner of citation. Everything used from other sources -- suggestions for organization of ideas, ideas themselves, or actual language -- must be cited. Failure to cite borrowed material constitutes plagiarism. Undocumented use of materials from the World Wide Web is plagiarism.

Academic cheating is, generally, the thwarting or breaking of the general rules of academic work or the specific rules of the individual courses. It includes falsifying data; submitting, without the instructor's approval, work in one course which was done for another; helping others to plagiarize or cheat from one's own or another's work; or actually doing the work of another person.

The penalty for academic dishonesty can vary from receiving a reprimand and a failing grade for a particular assignment, to a failing grade in the course, to suspension or expulsion from the University. The penalty varies with the nature of the offense, the individual instructor, the department, and the school or college.
Students who believe that they have been unfairly accused may appeal through the School or College's academic grievance procedure. See Grievances under Students Rights in this section.

**CELL PHONE AND COMMUNICATION DEVICES:** The use of cell phones, texting devices and other communication devices during laboratory is considered to be disruptive. Therefore cell phones, texting devices and other communication devices should be placed on silent mode and not used during laboratory except in the case of an emergency.

**The Center for Learning and Student Success (CLASS):** The CLASS offers a wide range of academic support services to help students adjust to the expectations of the college classroom and succeed in their classes and beyond. Our peer-to-peer services include tutoring, academic coaching, and Peer Assisted Study Sessions (PASS). Struggling with some material in your class? Our tutors are waiting to assist you with this discipline-based academic support! Come in for a one-on-one walk-in session today – just be sure to have your questions ready to go. Do your study skills need some fine-tuning? All of our academic coaches are here to help you develop your overall learning and study skills for any and every course you are in! Stop on by for a walk-in session or make an appointment with one today. Check out all that the CLASS has to offer by stopping by 1810 Liacouras Walk, Room 201, 215-204-8466 or checking us out online at www.temple.edu/msrc
<table>
<thead>
<tr>
<th>WEEK</th>
<th>DAY</th>
<th>PAGES IN CHEM 1024 LAB MANUAL</th>
</tr>
</thead>
</table>
| 1.   | T 1/18 | 1. Check in; Safety  
2. Chem 1024 (64): Prelaboratory Questions and Supplement to Holum Experiments 41 and 59  
3. Chem 1024 (64): Experiment 41 From Holum Laboratory Manual  
4. Chem 1024 (64): Prelaboratory Questions and Supplement to Holum Experiments 41 and 59 |
| 2.   | T 1/25 | 1. Chem 1024 (64): Levels of Calcium Ions and Disease Processes (Start)  
2. Chem 1024 (64): Acidosis And Alkalosis Experiment: (Start) Handout or From Pages 187 - 212 In Chem 1023 Lab Manual |
| 3.   | T 2/1  | 1. Chem 1024 (64): Levels of Calcium Ions and Disease Processes (Conclusion)  
2. Chem 1024 (64): Levels of Potassium Ions and Disease Processes (Start)  
3. Chem 1024 (64): Acidosis And Alkalosis Experiment: Handout or (Conclusion) From Pages 187 - 212 In Chem 1023 Lab Manual |
| 4.   | T 2/8  | 1. Chem 1024 (64): Levels of Potassium Ions and Disease Processes (Conclusion)  
2. Chem 1024 (64): Prelaboratory Questions and Supplement to Holum Experiments 41 and 59  
3. Chem 1024 (64): Experiment 59 From Holum Laboratory Manual  
4. Chem 1024 (64): Prelaboratory Questions and Supplement to Holum Experiments 41 and 59 |
2. Acetycholine Handout |
| 6.   | T 2/22 | 1. Urinalysis  
| 7.   | T 3/1  | Midterm Examination Review  
A Possible To Be Announced Lab Activity |
8. T 3/8  Laboratory Midterm Examination on Experiments in Weeks 1-5.

Note: Spring Break is Monday 3/13 – Sunday 3/19.


     2. WARD’S Clinical Diagnosis of Diabetes Using Simulated Blood and Urine Lab Activity

11. T 4/5  1. Supplement to WARD’S Cholesterol Determination of Simulated Blood Lab Activity
       2. WARD’S Cholesterol Determination of Simulated Blood Lab Activity

12. T 4/12  1. WARD’S AP Biology Lab 2 Enzyme Catalysis Lab Activity
        2. Prelaboratory Questions, Laboratory Report Sheets and Study Guide to Accompany Chem 1024 (64) Materials Titled “WARD’S AP Biology Lab 2 Enzyme Catalysis Lab Activity”

13. T 4/19  Final Examination Review
            A Possible To Be Announced Lab Activity

14. T 4/26  Laboratory Final Examination on Experiments in Weeks 6, 9-12