On-line course information is on the Canvas site. As a registered student in the class you have access to that site. All added handouts, sample exams, announcements, updated schedules, and other important information is posted on Canvas.

- You should make sure that your personal notification settings in Canvas are sent to an email or cell phone that you check regularly so that you get important information.
- SNOW DAYS -- For announcements about late start or closures for WWCC, please check the school home page. Any special notes or assignments if class is cancelled will be posted as an announcement in Canvas.

**Lecture class time is 11:30a-12:30p Monday, Wednesday, Thursday and Friday, rm 222. Lab time is 10:30am-12:20pm on Tuesday, Rm 227.**

**Required Materials:**
2. Chem 110 lecture packet containing lecture notes, sample exams, purchased at the bookstore.
3. Chem 110 LAB packet containing Lab safety goggles, and sharpie pen must be purchased in the bookstore.
4. You will also need to have a non-programmable, scientific calculator.

**DESCRIPTION** Chemistry 110 is a practical approach to inorganic, organic, and biochemistry which is designed primarily for students in various health-related programs and meets general education lab science requirements. A comprehensive set of laboratory experiments is provided to implement and supplement the topics covered. Each week (in a 10 week quarter) consists of 4 hours of lecture and 2 hours of lab. Lab work is required. Prerequisites: MATH 065 (course no longer offered) or MATH 74C; appropriate placement score or grade of C or higher in ENGL 087; or permission of the Science Division Chair or designee. Recommended: READ 088.

**POLICIES: Attendance**: Lecture attendance is expected. Attendance in laboratories is required and, if missed, may not be made up. Missing more than one laboratory places the student at risk of failing the class. Lecture attendance and group participation will be extremely important in your success in the class. Lectures will be more beneficial to you if you try to read the chapter before attending class. This way we can spend our time answering questions rather than me telling you what is in the book.
Lecture Time: Please bring the lecture notes to class. Lecture time will be a mix of the instructor talking about topics, group work, or projects in class. You are expected to read the chapter ahead of time and be prepared to ask and answer questions. Come to class with your calculator and textbook. It should be emphasized that it is the responsibility of the instructor to assist in the learning process; questions regarding the material are always welcome and appropriate. If you miss a class session, check with a fellow student for any assistance they may provide or contact you seek out the instructor and work through the difficulties together.

Quizzes, Exams and Final: Exams, quizzes and the final will be a mixture of multiple choice, short answer, and problem solving. Students must bring a pencil and eraser. Students should bring a non-programmable calculator to all quizzes and exams. Periodic Tables will be provided. There are NO MAKE-UP EXAMS given.

Always contact your instructor as soon as possible if you miss an EXAM. If you have an EXCUSED absence; illness, road conditions, family emergency, the average percentage of your other exams will replace the missed score. Remember, this is only for an excused absence. Typically, only one exam may be replaced during a quarter. Arrangements for an exam to be taken early may be made for situations where you know you will be gone on an exam day. Examples include a class field trip, or participation in college sports. At least one-week notice is required. Quizzes and the last exam cannot be made up. NOTE: I often take questions (or very similar questions) from the homework, in-class assignments, sample exams and the chapter practice problems for exams.

Laboratory: Laboratory experiments are an essential part of the course and will account for ~20% of your final grade. Most lab experiments have a pre-lab assignment that must be completed before the lab time begins. No lab work may be started until the pre-lab is complete. Your lowest score or ONE missed experiment will be dropped. Other missed experiments count as a zero. You may not drop the NOMENCLATURE or ORGANIC STRUCTURES paper/model experiments.

Each lab will begin with a discussion of the pre-lab and directions for the experiment. Students who are not present for this discussion and presentation may not be allowed to attend the lab. There will be no make-up experiments scheduled.

Laboratory Report sheets and Post Lab Questions and the prelab may be turned in at the end of the lab period, but they will be DUE the next class day or as listed on the class schedule. Lab Report Sheets and Post Lab Questions turned in later than the next class day must be initialed by the instructor and will be docked points for each class day late.

Laboratory safety will be covered in detail during the first lab day. Most importantly:

a. Students must wear closed toe shoes (no sandals).
b. Exposed bellies and shorts are never allowed in lab.
c. No sleeveless shirts. Wear safety goggles at all times.
d. Long hair (including long beards) must be tied back whenever your are in the lab.

If you wear soft contacts talk to the instructor about possible risks. Food and drink are not allowed in the laboratory at any time.
**Homework, in-class, group work and other assignments:** It will be assigned regularly for each chapter and due as indicated in class and posted. In class worksheets will be done in class and collected as indicated, so attendance is critical. NO LATE HOMEWORK/GROUP WORK IS ACCEPTED.

Please see the separate homework/assignment handout for homework format requirements. At least four assignments will be dropped so you may miss a couple and still get a 100% on that grading category.

In general for in-class, HW, lab and test questions:
1. The work must shown and be neat and organized. Hastily completed work and/or messy work will be rejected immediately and not qualify for points.
2. Avoid common errors such as:
   - (A) Incorrect mathematics or formulas,
   - (B) poor grammar and spelling,
   - (C) not defining terms,
   - (D) Not giving reasons when required
   - (E) not being explicit
   - (F) not answering the question
   - (G) forgetting units—no naked numbers!

**GRADING POLICY:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Grade</th>
<th>%</th>
<th>Grade</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92.0 - 100</td>
<td>A'</td>
<td>90.0 – 92.0</td>
<td>B'</td>
<td>88.0 - 90.0</td>
</tr>
<tr>
<td>B</td>
<td>82.0 - 88.0</td>
<td>B'</td>
<td>80.0 – 82.0</td>
<td>C'</td>
<td>78.0 - 80.0</td>
</tr>
<tr>
<td>C</td>
<td>70.0 – 78.0</td>
<td>D</td>
<td>60.0 - 70.0</td>
<td>F</td>
<td>Below 60.0</td>
</tr>
</tbody>
</table>

**Assessment**  

<table>
<thead>
<tr>
<th>Text homework, group work, and other assignments</th>
<th>5 pts each</th>
<th>15 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab</td>
<td>20 pts/lab</td>
<td>20%</td>
</tr>
<tr>
<td>Exams</td>
<td>5 @ 100pts each</td>
<td>65%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
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The instructor will use the gradebook in Canvas and you may check your grade at any time. Be sure to double check scores periodically to make sure they are correctly entered.

**OTHER SPECIAL INSTRUCTIONS / INFORMATION:** Policy in the Faculty and Student Handbooks will be followed. **Expectations:** Students enrolled in this course should come with the expectation that they will work hard but will be able to succeed.

1. During class as well as lab, **cell phones** should be turned off (or set at vibrate if an emergency call is expected and the instructor has been informed that you may receive such a call.) If you need to check your phone/text/email, please do so during break and step out of the classroom.
2. Students are expected to arrive on time.
3. Be courteous to others if you are late. Disruptive behavior that interferes with the learning process or presents a safety issue may result in a request to leave the classroom for the rest of the day.
4. Children are not allowed to be present in class.
5. Students can expect to be treated with respect by other students and the instructor and should behave in a respectful manner in return.

6. Students will follow the student code of conduct at all times. The code of conduct can be found in the Student Handbook or on the web at [http://www.wwcc.edu/CMS/fileadmin/PDF/Student_Code_of_Conduct_Revised.pdf](http://www.wwcc.edu/CMS/fileadmin/PDF/Student_Code_of_Conduct_Revised.pdf)

The pace of this course is rapid. Please consider your outside commitments to determine whether you have the time to successfully complete it. You may expect to spend 10-15 hrs/week outside of class time reading, doing problems/questions, and studying for exams. Problem solving is essential to learning Chemistry. Prepare for class by reading the chapter before the lecture. Stay up to date on your studying. LISTEN.

The instructor is expected to assist in the learning process, meet the course goals, keep students periodically informed of their progress, be available for questions and advice, maintain a safe learning environment, and return assignments in a timely fashion.

Resources

Science Center: Room 244- Tutoring may be available for science and math courses. Please check their schedule.

Library Reserve:

Web Resources: Extra handouts, HW due dates, and other important information is posted on the Canvas site. Please check it regularly.

Disability Services: If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and the Disabilities Coordinator in the Student Development Center, 527-4258, as early as possible in the quarter.

Notes

Bring your goggles, lab manual, and a calculator to lab each week. If you are not dressed appropriately (closed-toe shoes, long pants/skirt, shirt with at least short sleeves, etc.), you may be asked to leave the lab.

Important Dates:

Jan. 9, 2014 Last day to drop with a 100% refund.
Jan. 19, 2014 MLK Holiday, no classes
Jan. 23, 2014 Last day to drop with a 40% refund for total withdrawal.
Feb. 16, 2014 President’s Day Holiday, no class
Feb. 20, 2014 Last day to drop.
Feb. 25, 2014 Advising day, most day classes are cancelled. (Ch 110 will meet)

Please double-check these dates.