

## Chem 371 Information

Chem 371 is a separate but co-requisite course to Chem 370. You must take and pass this course as well as Chem 370 to fulfill the graduation requirement in inorganic chemistry for either the B.A. or B.S. degree in Chemistry. The laboratory work in Chem 371 consists mainly of syntheses and analyses that illustrate common themes in inorganic chemistry. Write-ups and pre-laboratory lecture notes for all the experiments are, or will be, available on the web site.

### **Lab Safety**

Working safely is essential in this laboratory. You will frequently be using hazardous chemicals that could cause serious injury if mishandled. You must have chemical safety goggles or glasses over your eyes (not on your forehead) at all times when working in the lab. You may also wish to wear nitrile gloves for certain experiments. You will be alerted to any particular safety concerns for each experiment in the pre-laboratory meeting. Therefore it is essential that you be present to hear these cautions. Anyone who is absent from a pre-laboratory meeting at which safety concerns are discussed will not be allowed to carry out the experiment and will receive a zero for the experiment. **Any misconduct in the lab, such as ignorance for safe lab practice, will not be tolerated** and will result in at least a points reduction (more serious disciplinary action may be taken, depending on circumstances).

### **Attendance**

It is very difficult and sometimes impossible to schedule "make-up labs." Therefore, you must attend your assigned laboratory session. There will be no make-up labs.

### **Laboratory Notebook**

A formal laboratory notebook is not a requirement for grading purposes. However, the keeping of a laboratory notebook is considered a basic requirement for an experimental chemist and is therefore highly recommended. An example of how to record a straight forward synthetic procedure is available on the course webpage. Such a template is optional and of course will vary with experiment. This may be prepared prior to the lab to aid in your preparation.

### **Lab Report Policy:**

Reports must be prepared electronically (*a template is available on the course web page*) and are due by 1.00 pm, i.e. before the pre-laboratory lecture, on the day indicated on the attached schedule (also indicated on the posted course calendar). Email is preferred in Microsoft word format, however hardcopies will also be accepted. Late reports will be penalized by 1 point plus 1 additional point for each 24 hours that passes before they are turned in (each report = 10 points).

**REPORTS WILL NOT BE ACCEPTED MORE THAN 1 WEEK LATE.**

Individual reports are required for all experiments, regardless of whether the experiment was done individually or in a group. You will have two or sometimes three weeks to complete each lab report. For any experiment performed as a group, be sure to list the other member(s) of the group at the top of your laboratory report. Sharing data for experiments done as part of a group, comparing your results with those obtained by other students, and discussing various aspects of the experiment or report are perfectly acceptable practices. Collaboration in analyzing results is perfectly acceptable and common practice in research. **However, laboratory reports that show blatant plagiarism will have the grade divided among the cooperating students.** More serious disciplinary action may be taken, depending on circumstances.

### **Grades**

Grades in this course will be determined as follows:

Laboratory reports = 75%      Pre-lab quizzes = 25%

Quizzes will be given during the pre-laboratory discussion session and will cover aspects of the experiment for that day or previous laboratory work. There are ten laboratory experiments, each worth 10 points. I will drop your lowest lab score when determining the final grade. Thus, the total out of 90 possible points will be multiplied by 75/90 in calculating the final grade. Because I will be dropping one lab score, there will be no make-up labs. If you miss a lab you will receive no grade for it, and it will be the one score dropped.

**Exceptions to the above will only be considered in verifiable extenuating circumstances.**

The cutoff points for letter grades are:

≥ 95 %	A
≥ 90 %	A-
≥ 85 %	B+
≥ 80 %	B
≥ 75 %	B-
≥ 70 %	C+
≥ 65 %	C
≥ 60 %	C-
≥ 57 %	D+
≥ 54 %	D
≥ 50 %	D-
< 50%	F

### **Academic Integrity**

Students are required to adhere to the University Policy on Academic Standards and Cheating, to the University Statement on Plagiarism and the Documentation of Written Work, and to the Code of Student Conduct as delineated in the catalog of Undergraduate Programs, pp. 44-45, and 48-52. The Code is available online at: [http://www.umb.edu/student\\_services/student\\_rights/code\\_conduct.html](http://www.umb.edu/student_services/student_rights/code_conduct.html)