Instructor: Arlene Bazell
Office Hours: Tues 2:30-5:30, Wed 11-11:30 and Wed 12:30-1, in CHEM 126, during lab as available, or by appt.
Email: ahewitt@occ.cccd.edu
Phone: (714) 432-5848 (during office hours only)
Website: http://occonline.occ.cccd.edu/online/faculty/HomePage.cfm?PageID=201
Lecture: TTh 9:35-11:00 am in CHEM 214
Labs: In CHEM 126: #0473 Tues. 11:10-2:20 #2499 Wed. 7:50-11:00 am
      #2483 Thurs. 11:10-2:20
      In CHEM 129: #0492 Tues. 6-9:10 pm #0476 Wed. 1:00-4:10
Taught by Mr. Frechen in CHEM 129: #1726 Thurs. 6-9:10 pm
Required Materials:
Supply: Non-programmable, scientific calculator (one with a log function)
        Safety glasses (ANSI Z87.1 approved)
        5 half page, blue scantrons (50 questions on each side)
Grading: Approximate Scale:
        Online homework.............20% > 85% A
        Quizzes.........................10% 75-84% B
        5 Tests.........................30% 57-74% C
        Final............................20% 46-56% D
        Laboratory......................20% < 46% F

Homework: It doesn't matter how much sense reading your text or listening to lecture makes, if you do not practice the related problems, you will not be able to complete a quiz or exam in a timely manner. The old adage that practice makes perfect certainly applies to this course!

- Most of the homework assignments will be completed online using the WebAssign website. You must use a computer to complete them. If you do not have a computer with internet access, you can use one at the computing center on campus.
- Each of the assignments will have a deadline by which time the assignment must be submitted. Failure to submit it by the deadline will result in a 0 for the assignment. There will be no exceptions, even for technical difficulties. It is therefore very important to plan ahead, and not wait until the last minute to submit an assignment.
- Each assignment will cover problems from the entire chapter. You are advised to do the problems as the chapter is covered, over several days, rather than all at once.
- With the exception of the first 2 assignments, you will be allowed to submit answers for each problem twice, giving you the opportunity to correct your answer if you make an error. If submitted, the second answer will be graded.

Quizzes: These are used to ensure that you are putting the material together and adequately practicing the problems before taking the midterm and final.

- Quizzes will be unannounced, and may be given in the first 5 minutes of lecture.
- To avoid missing these quizzes, make certain you attend every lecture on time.
- There will be no make-up or exempt quizzes. Failure to take a quiz will result in a 0.

Test & Final:

- Test will cover approximately 4 chapters as indicated on the course schedule, and most will be worth 100 pts each.
• Two tests are considered “1/2 test” and will be worth 50 pts, and only require ½ the lecture period.
• The final will be given over 2 lecture periods and will cover the chapters specified in the course schedule.
• Each half of the final will be worth 100 pts.
• All equations and constants necessary for the finals will be provided.
• Bring a non-programmable calculator & pencil to every lecture, for use on example problems, quizzes, test & finals.
• There will be no make-up test or final.

Laboratory: Conducting experiments help you develop the physical skills and techniques that compliment the concepts learned in lecture, while allowing you to “see” the concepts in action.
• Your lab grade will consist of:
  - Safety quiz 10%
  - Prelab assignment 10%
  - Lab work 70%
  - Technique 10%
• You will take a safety quiz on the second day of lab. You must pass the quiz with 17 or more correct answers out of 20 questions. You cannot participate in lab until you have passed the quiz. If you fail the quiz, you will need to retake the quiz at a later time and will miss the first experiment.
• Prior to each lab, you must print a prelab from the class website, and complete it. You must have a completed prelab at the start of lab to participate in that lab.
• Diligent participation in lab will result in your earning the bulk of the lab work points. Most points are lost because of not paying attention to details or corrections that are made during lab.
• Ten percent of your lab grade is reserved for your lab technique. An immediate indication of your technique score throughout the semester is how often I have to remind you about how to handle equipment or to use your safety glasses.
• There will be NO MAKE-UP LABS. You must attend the lab you are scheduled for.

Lecture Notes: Taking good notes while listening to lecture is an important part of the process of learning. To help you do so, you should:
• Read the sections of the chapter that are to be covered prior to lecture.
• Download the lecture notes from the class website. Print them and bring them to lecture.
• Follow along in your textbook and lecture notes while listening to lecture. Highlight important concepts in your text and supplement them by writing in the margins.
• Work out class problems fully on paper during lecture. When the solutions are gone over in class, add any missing steps and answers.
• As soon as possible after lecture, rewrite your lecture notes fully, summarizing the portion of the text that was covered. Go over problems worked out in class.
• As soon as possible after lecture, do the assigned homework problems.
• If you have questions during lecture, ask them. If you have questions when going over your notes or working on homework, write them down as thoroughly as possible, and get them answered as soon as possible (email, office hours)

Academic Honesty: It is expected that you will earn the grade that you receive by submitting ONLY your work for evaluation. Any attempt to cheat will not be tolerated and offenders will be severely punished. Punishment may include failure of the course and a letter being submitted to the students’ permanent academic records.

Experience is a harsh teacher...she gives the test first, then teaches you the lesson. -source unknown