Chemistry 245L Course Syllabus – Spring 2015

Honors Laboratory in Separations and Analytical Characterization of Organic and Biological Compounds

Faculty Adviser: Professor Tiani
Office: Kenan Labs Room B128
Email: tiani@email.unc.edu

Lab Manager: Dr. Kathleen Nevins
Office: Morehead Labs Room 206
Email: knevins@unc.edu

Teaching Assistant’s:
Rachael Kenney: rachaelm@email.unc.edu
Catherine McKenas: cmckenas@email.unc.edu

TA OFFICE HOURS
• The TA office hours will be announced during the week of lab check-in.
• Do not wait until the night before or the day of your lab to contact your TA for help.
• TA office hours will be held in Morehead Labs Room 408a.

COURSE OBJECTIVES
• To provide students with the opportunity to learn a variety of chromatographic and spectroscopic techniques.
• To provide students with an opportunity to develop practical laboratory skills.
• To teach students how to make reliable and accurate observations and measurements.
• To teach students how to interpret and report experimental results in a scientific manner.
• To continue developing a students critical thinking and problem solving skills.

LAB CHECK-IN
• Lab check-in for Chemistry 245L will take place the week of January 12th.
• Meet in Chapman Hall Room 125 on your scheduled lab day and time.
• Read the check-in information posted under Announcements on your lab sections Sakai site and make sure to follow the instructions so that you arrive prepared.
• Registered students who do not show up for their scheduled lab check-in will automatically be dropped from the lab.
• Every student must have a spring 2015 Chemistry 245L Lab Manual (Course Pack Publishing, 2nd Floor of Student Stores). The forms required to check-in are contained
in the lab manual and are required in order to check in. **Make sure you do not accidentally purchase a Chemistry 241L Lab Manual.**

**NOTE:** Using an old lab manual or a lab manual other than the spring 2014 manual will be treated as an Honor Code Violation.

**COURSE PRE- AND COREQUISITES**

**Prerequisites:** Chemistry 101, 101L, 102 and 102L.

**Pre- or Co-requisites:** Chemistry 241H.

*It is an honor code violation to be enrolled in a course while lacking the proper pre- or co-requisites*

**Note:** If you drop Chemistry 241H or switch into a Chemistry 241 class you must drop Chemistry 245L.

**TEXTBOOKS & EQUIPMENT**

- **Spring 2015 Chemistry 245L Lab Manual – Required.** Purchase from UNC Student Stores, Course Pack Publishing. Every student must purchase a lab manual. The forms required to check-in are contained in the lab manual and are required to be allowed to check into lab.


- **Laboratory notebook.** Pages must be pre-numbered and it must have carbonless duplicate pages. You may use an old lab notebook if it meets the criteria listed here. Alpha Chi Sigma (AXS) chemistry fraternity will be selling lab notebooks outside of Morehead Labs 102 the week of lab check-in for $12.00 (cash or check).

- **Scientific calculator.**

- **Laptop computer.**

- **Lab goggles (not safety glasses)**
  - If you have never had a chemistry lab at UNC you will receive a free pair the day of lab check-in. You will receive instructions during the lab check-in lecture.
  - If you have had a chemistry lab at UNC and you forget your lab goggles you will have to go to Morehead Labs 102 and purchase a new pair.

- **Lab Coat – Required:**
  - Part of the lab notebook royalties goes towards providing each student with a disposable lab coat at the beginning of each semester.
  - You may purchase a nicer lab coat from the bookstore, but the student must pay for this purchase. If you decide to use your own lab coat, the department must approve the type of lab coat before the start of labs. Lab coats that fall only to the
waist, for example, are not acceptable. At the end of the semester the lab royalty that would have gone to given you a disposable lab coat will be used to clean your lab coat.

- Lab coats must stay in the lab room, they may not be taken with you when you leave lab.

**STUDENT LAPTOP COMPUTERS**

- There are a number of experiments you perform in this laboratory course that require you to have your laptop. At the start of each experiment, the lab manual will state whether your laptop will be required or not for that experiment.
- Every student is required to bring their laptop computer when instructed, regardless of whether you will be working with a partner or in groups.
- If you forget to bring your laptop to lab you will not be allowed to perform that days experiment. We will allow you to make up the lab but we will penalize you 10 points for not coming to lab prepared.
- It is each student’s responsibility to make sure his or her laptop is working properly. If you are having problems with your laptop you must resolve them before your scheduled lab, otherwise you will need to borrow a laptop from a friend.

**SAKAI**

- The 245L syllabus, software, announcements, grades and other important lab information will be available on Sakai ([https://sakai.unc.edu](https://sakai.unc.edu)).
- Lab reports are submitted through the “Assignment” feature on Sakai so it is important that you have access to the Sakai site for your lab section.
- If you cannot login to Sakai, please email Dr. Tiani (tiani@email.unc.edu).

**ATTENDANCE & LAB MAKE-UP POLICY**

- Read the section titled “Attendance Policy and Lab Absences” in the Introduction to Chemistry 245L chapter of the lab manual.
- You may not receive more than two excused absences (non-medical).

**GRADING AND GRADING POLICIES**

The letter grades for the course will be based on your overall percent score from the below weighted areas.

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>6 Lab Reports (100 points each)</td>
<td>58 %</td>
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<tr>
<td>9 Pre-Labs (5 points each)</td>
<td>2 %</td>
</tr>
<tr>
<td>10 Graded Lab Notebooks (10 points each)</td>
<td>5 %</td>
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<tr>
<td>Group Work and Lab Performance</td>
<td>10 %</td>
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<tr>
<td>Group Evaluation (90 points)</td>
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<tr>
<td>Research Project Flow Chart (50 points)</td>
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• Chemicals and Material List (50 points)

Group Research Poster Presentation (100 points) 10 %
Group Research Paper (200 points) 15 %

Total 100 %

• Your TA will grade all your reports and assignments throughout the semester. However, the lab instructor, not your TA, will determine all final lab grades.

• You will be assigned a letter grade based on your standing in your given lab section.

• Different sections may have different cutoffs because of differences in each sections average and class distribution.

GROUP WORK

Group work will be an integral part of this lab and your laboratory experience. Each student will be assigned to a group during the first lab period and will remain with that group throughout the semester. All the lab work, including the Research Project, will be carried out as a group. The reason for the emphasis on group work is to teach you to work efficiently as a research team in order to achieve a common goal.

During a typical lab period there is a lot of work to be accomplished in only a 3-hour period; standards must be prepared, glassware must be cleaned, samples must be prepared for analysis, computers and instruments must be set up, and calculations must be performed. The only way to complete all the required work and accomplish the goals of the lab is to work effectively as a team. This will mean learning to lead in some instances and to take a supportive role in other instances. It also means that each group member must listen to their fellow group members and allow everyone to contribute. A portion of your lab grade will be based on your ability to work in a group and to achieve the set lab goals as a group. I should emphasize that your group work grade is not simply based on your ability to work together, but to achieve the experimental goals of the lab (lab performance).

LAB REPORTS

• The criteria for how to write the formal and informal lab reports are provided in the Introduction to Chemistry 245L chapter of the lab manual.

• The due dates for each lab report will be posted on Sakai under the “Documents” tab in the navigation bar.

• There is no collaboration on the writing of lab reports, this includes working up the data, answering experiment questions, discussing your data, and constructing plots. All the work within your report must be your own. The exception to this is the group research paper that will be written at the end of the semester (Experiment 6).

• If you are having difficulties writing your report or have questions, seek help from your TA.
Lab reports are submitted electronically through the “Assignment” feature on Sakai. The instructions for uploading lab reports on Sakai are located on Sakai under the “Documents” tab in the left side navigation bar.

LATE LAB REPORTS

- Late lab reports must be emailed to Dr. Tiani (tiani@email.unc.edu). DO NOT email your report to your TA, do not try to upload your report late, and do not attempt to turn in a paper copy of your report.
- It is the responsibility of the student to verify that their lab report was properly uploaded to Sakai and submitted by the scheduled deadline.
- Lab reports turned in late will be penalized 10% per day.
- Late lab reports must be received by Dr. Tiani no later than 48 hours past the scheduled due date; lab reports received later than 48 hours with no extension will receive a zero.

PRE-LAB ASSIGNMENTS

- A pre-lab assignment will be due at the beginning of each lab period, with the exception of the week of lab check-in.
- Read the section titled “Pre-Lab Assignments” in the Introduction to Chemistry 245L chapter of the lab manual. The specific criteria for how to complete the pre-lab assignments are provided on the pages within this section.
- A pre-lab will be due for each of the first 4 group research days. For these pre-lab assignments, you should outline what your group will be working on that day, you should list all chemicals you will be working with, including important safety and waste disposal information regarding the chemicals, and you should perform any calculations ahead of time for solutions you need to prepare for that day’s lab.

LAB NOTEBOOKS

- Students must turn in the duplicate pages from their lab notebooks at the end of each lab period. If you leave lab without submitting your lab notebook pages, you will receive a zero for that experiment’s lab notebook grade.
- The specific requirements for how to maintain a lab notebook, as well as what should go into the lab notebook, are provided in the lab notebook section of the Introduction to Chemistry 245L chapter of the 245L Lab Manual.

RESEARCH PROJECT & PAPER

- Each group will be assigned a real world research problem at the beginning of the semester with a series of questions to answer.
- Each group will have the entire semester to research their problem, to design experiments that can answer the questions that have been posed and to distribute the experimental workload among the group members.
• The last five weeks of the semester have been reserved for groups to work on their projects. This time is independent research time and it is up to each group to determine how to use their time in order to achieve their research goals.

• Each group will present their data at a poster session for faculty, graduate students and fellow students.

• Each group will also write a formal research report on their project and findings.

• The goals of the research project are to provide students with an opportunity to solve a real chemical problem, to determine which analytical methods must be used to solve the problem, and to provide students with an opportunity for independent research based on experiments they have designed.

• The specific guidelines for the poster presentation and the research paper are presented in Chapter 6 of the Chemistry 245L Lab Manual.

• A component of the group work and lab performance grade will come from writing a flow chart to show your groups experimental strategy for solving the assigned problem. In addition, each group will submit a list of chemicals and equipment that will be needed to carry out the group’s experimental work.

• One member from each group will be responsible for electronically uploading the flowchart and the chemical & material list on Sakai. The due dates for each of these items will be posted on Sakai under the “Documents” tab in the navigation bar.

• Each group member will be responsible for a major component of the paper to research and write. Once each group member has completed their research, all the group members will have to come together and determine how to organize and write the overall paper. All group members must participate in writing the paper and organizing it into a cohesive and well-written paper. Do not simply assign the task of writing the paper to one group member.

RESEARCH PROJECT PRESENTATION

In addition to writing a group research paper, each group will also present their research problem and results in poster format during a poster session held at the end of the semester. The poster session will afford each group the opportunity to educate their fellow classmates, as well as invited instructors and graduate students, on their specific project and how they approached tackling the problem(s). There will be a number of discussions regarding the research project and presentation throughout the semester.

HONOR CODE and ACADEMIC INTEGRITY

The Department of Chemistry faculty adopted the following policy on September 9, 1977.
“Since all graded work (including homework to be collected, quizzes, papers, mid-term examinations, final examination, research proposals laboratory results and reports) may be used in the determination of academic progress, no collaboration on this work is permitted unless the instructor explicitly indicates that some specific degree of collaboration is allowed. This statement is not intended to discourage students from studying together or working together on assignments which are not to be collected.”

Behavior in this course is governed by the University of North Carolina’s Honor System and the codes contained therein. The entire code, and information pertaining to the code, can be found at: http://studentconduct.unc.edu/

The guiding principle of academic integrity is that the work submitted by a student must be that student’s own work. In this course students will sometimes be required to work in pairs or groups to collect experimental data. This can lead to misunderstandings regarding academic integrity. In those cases when you work with other students, you must clearly indicate on your Title Page who your partner or partners were.

When writing up your lab report there is no collaborative work. You must write your own report, answer your own questions, and work up your own data. If you are having difficulties or have questions you need to see your TA for help. Collaboration on lab reports is a violation of the University Honor Code and will be treated as such.

A second area where misunderstandings of academic integrity arise is with regards to when you should reference external sources in your lab report. The submission of any material that is substantially the same as some other written document or source (i.e., a journal article, a textbook, a lab manual, a book) that is not properly referenced constitutes a violation of academic integrity. Using someone else’s words or ideas without giving credit for their work is called plagiarism. Furthermore, simply rearranging the words from a source to make them seem like your own words is also plagiarism.

The following situations below will be treated as honor code violations.

- Unauthorized collaboration. **NOTE: Unauthorized collaboration is defined differently for each lab course. Please read carefully.** All lab reports must be written independently. *(Add any additional information here relevant to your course)*

- Plagiarism. The ideas presented in your report must be your own. If you present someone else’s ideas or work (from books, old lab reports, the Web, the lab manual) as your own, this is plagiarism. You can present facts from an outside source, as long as you properly reference the source.

- Allowing students to use your work as their own. Do not allow your partner or other students to have access to your lab reports. You may share data if you collected the data together, but everything else (calculations, graphs, tables) must be done alone.

- Using old lab reports, even if you just want to glance over them, is an honor code violation.
• Do not rearrange a paragraph or some other piece of work that is not yours in the hope of disguising the work as your own.

• Using an old lab manual from a previous semester.

*Established by the UNC Undergraduate Labs Committee
April 2014*