
Class Schedule: We will cover Chapters 1-8 and 10. The lecture/discussion topics correspond approximately to the ordering of material the chapter order given in the syllabus, NOT the book.

Homework assignments: Homework assignments are not collected, graded or for credit. For the purposes of practice it is recommended that the problems within and at the end of each text chapter be reviewed. The Study Guide gives complete solutions and special assistance. In addition if you purchase Connect access there are additional problems available, the Connect system provides feedback, answers and assistance as well as access to the e-book of the textbook.

Quizzes: There will be no quizzes.

Exams: We will have 2 in-class ‘mid-term’ exams, worth 30% of the total points each, and a cumulative final exam worth 40%. Each exam is given in class according to the schedule in this syllabus. **There will be no excuses for missing an exam.** There will be **NO** make-up exams. Exams will start at 9:15am and go to 10:25am. On the day of the exams, lecture/discussion will commence after a short break, and go from 10:35am to 11:35 am. If you come late you can take the exam but you will be stopped at 10:25 am. Come early on exam days so that we can have exams handed out by 9:15am so you may have a full 70 minutes. Once the exam has started you cannot leave and return. If you need to leave, then hand-in the exam and your time has expired. (Go to the rest room before the class). If you complete the exam before time has expired you may leave the examination room, unless you finish the exam inside the last 20 minutes of the exam, in which case you must remain in your seat to avoid disturbing others taking the exam. Ensure that your phone and other portable electronic devices are off and in your bag or pocket. If your phone rings during an exam you will not be permitted to continue the exam or remain in the exam room.

Grading: The final course grades are curved. I give extra credit to students that show improvement during the course. There is no other form of extra credit available. **In the first 24 hours after an exam is returned students may ask no questions of any nature concerning the exam to ensure that they work through the questions themselves before discussing with the instructor.**

Course strategy for the student: A strong emphasis this term will be arrow-pushing mechanisms and understanding chemical processes. Memorization is discouraged. Come to every class. Confront the material by 1) reading the assigned chapters in advance of the corresponding lecture, 2) working at least the problems assigned as Homework, 3) attending the daily Workshops to get help and answers to your questions, 4) revisiting test items that you find were not fully understood, and 5) consulting with your instructor for assistance. Note: All exams test understanding of the material covered in lecture and assigned problems. Additional topics appearing in the text are not going to be part of the exams.
Fri  June 27th  EXAM I  (lecture after exam)
Thurs July 3rd  EXAM II  (lecture after exam)
Fri July 11th  Comprehensive  Final Exam

Study Schedule (in this order):
Week 1:  Chapters 1-3
Week 2:  Chapters 4-6
Week 3:  Chapters 7,8,10

Homework assignments: Your primary homework assignment is to read the text in advance of the lecture. The problems that it is suggested that you tackle for homework, will be given at the end of class. These problems will be neither graded nor collected, but I will be available to discuss them in the workshops.

Workshop: Attendance is voluntary. I may ask you to go to the board and work problems and explain to your peers how you worked the problem (not just show the answer). This method allows you to see how others, beside the instructor, approach a problem. It also ensures you get it right on exam day.

Miscellaneous: University policy will be strictly followed with respect to course withdrawal, academic honesty, and related subjects. Please consult the latest PSU Bulletin if you have any questions.

Re-grades (note: exams will be photocopied before they are returned): If you have questions about how your exam is graded do the following:

1. Don’t panic if there is a grading or addition error. It will be fixed if you follow step 2.
2. Staple a professionally worded, very brief and to-the-point note to the front of your exam stating (a) the specific problem number and (b) your question about the problem. If, on the other hand, there is simply an error in addition, be specific about the number of points miscalculated.
3. If you ask for a re-grade of a question that has been graded correctly, then you will forfeit from your original grade the number of points available for that question. Be sure that there is an error in grading before asking for a re-grade. This policy does not apply to addition errors.

Students with Disabilities: If you have a disability and require an accommodation to fully participate in this class, contact the Office for Students with Disabilities (OSWD). If you have an OSWD Accommodation Plan, you should make an appointment to meet with me to discuss your accommodations. Also, you should meet with me if you wish to discuss emergency medical information or special arrangements in case the building must be evacuated.