

# CHEMISTRY 101 – Syllabus and Calendar

**Instructor:** Professor Carnetta Skipworth

**E-mail address:** [carnetta.skipworth@wku.edu](mailto:carnetta.skipworth@wku.edu)

**Office Phone #:** (270) 745-8741

**Office:** KTH 4043

**Office Hours:** Posted on Office Door

## Contacting Me:

The best way to get in touch with me is through email. Emails must be in the following format:

- Email subject line - Must state Chem 101 online and one of the following categories: grading, attendance, miscellaneous, appointment, blackboard, homework, etc.
- Salutation – Professor Skipworth
- Body of email – Brief statement/description of your question/request
- Closing – Your name and 800 #

I am available to help you. I check my email several times throughout weekdays. I will help you!!! I typically respond within 48 hours during weekdays. I may be in on the weekend but I don't guarantee it. If you haven't heard from me in 2-3 days, e-mail again with "Chem 101 online" in the subject area.

## Text and Materials:

- Chem2 with OWLv2. Western Kentucky University has partnered with our on-campus bookstore and Cengage Learning to offer your course materials through Blackboard via an electronic textbook and OWLV2 homework materials. The cost is around \$48. There will not be an access code associated with these materials, so you will only need to visit the on-campus bookstore if you want a printed copy of the textbook for \$25. The access to OWLV2 is automatic in Blackboard. Students will click the link to "ebook and OWLV2" within Blackboard, which will automatically open up without requiring an access code. Students are billed by the bookstore after the date when students can add or drop the course. The publisher calls the ebook the "MindTap reader." Call 1.800.423.0563 for [technical assistance](#) with OwlV2 or use the following address: <http://support.cengage.com/magellan/ClassLandingPage.aspx?Optyld=1077110>. Professor Skipworth can't answer technology questions.
- Goggles

Information from WKU bookstore in regard to your textbook:

Around two weeks into the semester after drop/add period, you will be billed the cost of materials for the course. Each student will have access to all course materials from day one. If you choose to

drop the course during the regular add-drop period you will not be charged for the online portion of the material. You should note that for this course, you WILL BE CHARGED for the digital materials.

### **Learning Objectives:**

Upon completion of this course you will be able to:

- Apply the scientific method to laboratory experiments and other issues
- Use the periodic table and explain matter and its properties
- Explain and differentiate between the components of a chemical reaction
- Distinguish between several types of chemistry such as nuclear, organic, and water chemistry
- Recognize the importance of chemistry in our society

### **Things You Need To Know To Be Successful In This Course:**

- It is very important students read the instructor's documents, materials, and information carefully. **Do NOT skip anything! Read every word.**
- Students should have regular access to a computer with Microsoft Word.
- Check your WKU TopperMail multiple times per week.
- The course format for any text documents (from me or from you) is Word doc or rtf. You may have to save my files before opening it with some computer configurations. Do not send .pages documents to me.
- All work in this course must be your work! Students who cheat and plagiarize will be given an F for the course.
- There will be no synchronous (face-to-face) class meeting times. You can complete the work during your own schedule as long as you complete all assignments by the due date listed on the calendar.

### **How You'll Be Graded:**

#### **Grades:**

Grades will be assigned based on the percent total of points earned. The university grading scale will be used to assign grades. The scale is A=90-100%, B=80-89%, C=70-79%, D=60-69% , F=59% and below.

Your grade can be calculated by adding your points earned, dividing that amount by the points possible, and multiplying by 100.

Grade distribution:

Syllabus Quiz	5 points
Chapter Homework (11 chapter homework assignments)	165 points total (each chapter homework is worth 15 points)
Exam 1	100 points
Exam 2	100 points
Exam 3	100 points
Exam 4 (final exam)	100 points
Lab Portfolio	100 points
Water Treatment Assignment	10 points
Total	680 points

**Chapter Homework: You are required to complete chapter homework using Owlv2. Each homework assignment is worth 15 points and can be found under the "ebook and Owlv2" button in Blackboard. You will be completing the EOC (End of Chapter) Homework Assignments in Owlv2.** You may use your book and lecture notes to complete the homework assignments. You may NOT use the help of people (including classmates) to answer any questions. The homework questions will help prepare you for the exam. Owlv2 offers multimedia and mastery questions for you to use as review. These questions are not graded. Call 1.800.423.0563 for technical assistance with Owlv2. Professor Skipworth can't answer technology questions.

**Exams:** There will be a total of 4 exams. Exams are worth 100 pts. each. The majority of your grade will be based on these exams.

Exam 1: Chapters 1, 2, and 3

Exam 2: Chapters 13, 5, and 8

Exam 3: Chapters 9, 10, and 11

Exam 4: Chapters 12, 14, and comprehensive (covering all previous chapters)

It is very important to read the book chapters, study the lecture note PowerPoints, and complete the homework assignments to be prepared for the exams. Owlv2 also provides study tools for each chapter.

**Exams can be taken on your own computer.** Each exam will have a time limit. Exams will consist of multiple choice, true/false, and short answer questions. You are not allowed to receive any person's help while completing these exams. You will not have time to look up every answer to every question. You should study for the exam as if you were taking it in a classroom situation. You will see one question at a time and will not be able to go back to a previous question after submitting the answer.

You will be given 60 minutes to complete each exam. You will be required to complete the exam when you open it. You will not be allowed to close the exam and return later. You MUST make sure to have a good internet connection when you open the exam. **I will not reset exams in case of an internet malfunction.** If you do not feel comfortable with your internet connection please

contact the WKU Testing Center ([www.wku.edu/testing](http://www.wku.edu/testing)) to schedule a proctored exam. You will not be able to see your incorrect questions once you submit your exam due to dishonesty issues.

All exams will be open as soon as they are prepared; therefore, I have only put the date that the exam is due on the calendar. Make sure to have the exam completed by the due date.

Do not share exam questions and/or answers with anyone!!! Cheating will not be tolerated.

**Lab Portfolio** – You are required to complete 5 labs, and complete a lab portfolio during the course. All lab information can be found in the Assignments button in Blackboard.

You will be required to purchase several materials for this portion of the course. A list of items needed for each lab is in the lab document on Blackboard. **You can't pass the course without completing this project.** This exercise is worth 100 pts. The laboratory portfolio is due close to the end of the semester. I suggest spacing the labs out over the entire course. I do not suggest waiting to complete all of the labs at one time. I have put suggested lab completion dates on the calendar. Do not submit the labs to me individually. You will be submitting the labs to me as one document via the Blackboard assignment link. **DO NOT EMAIL THE LABORATORY PORTFOLIO TO ME!** Use the template I provided on Blackboard when submitting the laboratory portfolio. Make sure to follow the instructions when performing the lab. You need access to a camera or a phone with a camera. You are required to take a picture of yourself with the end result of every lab experiment. This picture confirms you were the one to actually complete the lab. Make sure your picture is included with the end result of every lab experiment. Make sure I can see your face and the actual end result of the lab in the picture. Take a selfie with your lab. I will not grade a lab without a selfie.

**Lab Project Safety** - Safety is an issue when completing any lab. You will need to purchase a pair of goggles to wear during all labs. You can purchase the goggles at the university bookstore or a department store. Please choose the goggles that make a complete seal around your eyes. Below is a picture of the style of goggles you will need.



**Lab Safety Rules - For your own safety, you must...**

- Wear safety goggles at all times
- Dress with safety in mind (no loose clothing, open toed shoes, dangling jewelry)
- Tie up loose, long hair

- Never eat, drink, chew gum or use tobacco products while completing a lab
- Always think about what you are doing at all times
- Have a fire extinguisher available when using a flame.
- Use special caution when dealing with a glass material or a sharp object.

**Water Treatment Assignment** - Details can be found under the Assignment button in blackboard.

### **Technology Requirements:**

- Regular access to a high-speed internet connection
- Regular access to Microsoft Word
- Current version of Blackboard compatible internet browser, such as Firefox, Google Chrome, Safari or Internet Explorer. NOTE: You may have issues viewing Mediasite videos in Internet Explorer.
- Access to your TopperMail account
- The course format for any text documents (from me or from you) is Word doc or rtf. You may have to save my files before opening it with some computer configurations. Do not send .pages documents to me.
- Camera (phone will work great)
- I cannot answer your technology questions. The WKU IT Help Desk number is 270-745-7000.
- Call 1.800.423.0563 for technical assistance with OwlV2.

### **Missed Assignments:**

Make up work is for EXCUSED absences only and will require proper documentation. Students must notify instructor within 24 hours of absence in order to be eligible to make up any work. Students are responsible for getting missed material from a classmate when absent from class.

### **E-Mail Addresses:**

All students are required to have an active e-mail account listed as their preferred e-mail address under TopNet and Blackboard.

### **Plagiarism:**

Plagiarism is not acceptable. Students who are found plagiarizing will be giving an F for the course.

### **Academic Misconduct (Excerpt from the WKU Student Handbook):**

**The University expects students to operate with the highest standard of integrity in all facets of the collegiate experience. Broadly defined, academic misconduct is any unethical self-serving action in the performance of an academic activity, deliberate or unintentional, that affords a student an unfair, unearned, or undeserved advantage.**

**Any incident of cheating will result in the student being assigned an F for the course.**

ADA Accommodation: In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu) . Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

Title IX Discrimination and Harassment: Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and Discrimination and Harassment Policy (#0.2040) at [https://wku.edu/policies/hr\\_policies/2040\\_discrimination\\_harassment\\_policy.pdf](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf). Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's [Counseling and Testing Center](#) at 270-745-3159.

Other syllabus information can be found at <http://www.wku.edu/syllabusinfo/>.

Instructor reserves the right to make changes to the syllabus at any time during the semester.

### **Course Description:**

A one semester terminal course covering applied chemistry and environmental considerations which can be used for general education requirements in the science field for non-science majors and minors. In-class laboratory constitutes 20 percent of class. It does not count toward a major or minor in chemistry nor does it satisfy the requirements for certain home economics and agriculture majors.

### **University General Education Goal:**

The course fulfills the WKU Colonnade Category E-NS E-SL and WKU Old General Education Category D1 DL.

It will help you attain an understanding of the scientific method and will give you knowledge of a natural science and its relevance in our lives.

*Through coursework, literature research, and laboratory experiences the Chemistry 101 helps to improve the quality of life of citizens by elucidating the steps of the scientific method and giving the opportunity to realize the significance of chemistry in our lives.*

Instructor reserves the right to make changes to the syllabus at any time during the semester.

Call 1.800.423.0563 for technical assistance with OwlV2. Call 270.745.7000 for assistance with other technology issues. Professor Skipworth can't answer technology questions.

## **Chem 101 Online Study Tips**

1. Make a study calendar, and do not wait until the due date to begin studying and/or completing assignments. Space your study time over each day so you are not overwhelmed with the material.
2. Read the chapter.
3. Read and learn the PowerPoints associated with each chapter.
4. Watch any videos I made describing specific course topics.
5. Complete the OWLv2 homework assignment for each chapter.
6. Complete the odd problems in the book if need more review. The answers to the odd problems are at the end of the book. The book chapters also contain examples with solutions that are helpful study tools.

# Course Calendar, Summer 2020

Read syllabus and syllabus quiz due **Wednesday, June 10**

Week 1 Assignments due **Friday, June 12:**

1. Read chapters 1, 2, and 3
2. Watch my videos and take notes on my PowerPoint lecture documents
3. Complete the following online homework assignments: Intro Working with Owl Assignment, Intro Non-Mastery assignment, chapter 2 OWLv2, and chapter 3 OWLv2
4. Complete glue lab (save to submit with the entire lab portfolio assignment)
5. Complete exam 1 which will cover chapters 1, 2, and 3

Week 2 Assignments due **Friday, June 19:**

1. Read chapters 13, 5, and 8
2. Watch my videos and take notes on my PowerPoint lecture documents
3. Complete the following online homework assignments: chapter13 OWLv2, chapter 5 OWLv2, and chapter 8 OWL v2
4. Complete candy chromatography and iron labs (save to submit with the entire lab portfolio assignment)
5. Complete exam 2 which will cover chapters 13, 5, and 8.

Week 3 Assignments due **Friday, June 26:**

1. Read chapters 9, 10, and 11
2. Watch my videos and take notes on my PowerPoint lecture documents
3. Complete the following online homework assignments: chapter9 OWLv2, chapter 10 OWLv2, and chapter 11 OWL v2
4. Complete pH lab (save to submit with the entire lab portfolio assignment)
5. Complete water treatment assignment
6. Complete exam 3 which will cover chapters 9, 10, and 11

Complete Scientific Method/Polymer Lab AND submit laboratory portfolio by **Tuesday, June 30**

Week 4 Assignments due **Thursday, July 2:**

1. Read chapters 12 and 14



2. Watch my videos (no videos for chapter 14) and take notes on my PowerPoint lecture documents
3. Complete the following online homework assignments: chapter 12 OWLv2, chapter 14 OWLv2
4. Scientific Method/Polymer Lab and the entire laboratory portfolio were due Tuesday, June 20
5. Complete exam 4 comprehensive covering all chapters including chapters 12 and 14. Chapter 12 will be worth 25 of the 100 points. Chapter 14 will be worth 22 of the 100 points. The comprehensive section is worth 54 out of the 100 points.