Course Information

Instructor: Arlene A. Russell  Office Hours: Young Hall 1339
russell@chem.ucla.edu  Mon 3 - 4pm, Wed 9 – 10am

Lecture:  Monday 2 pm  Young Hall CS 50

Lab:  various times (rooms 1337, 1343, 1379)

Virtual Office Hours:
Chemistry 30AL will use the Department of Chemistry's virtual office hour function on the Internet for correspondence and discussion. The log-in is http://voh.chem.ucla.edu. Please use this address for general class-related questions. Note that if you send a confidential memo to the instructor through voh, you must include your e-mail address in the memo if you wish an answer.

Lecture Schedule:

April 5  Administration, recrystallization
April 12  Beer’s law, inorganic complex ions
April 19  Extraction
April 26  Infrared Spectroscopy
May 3  Melting point determination
May 10  Nuclear Magnetic Resonance Spectroscopy
May 17  Library research
May 24  Mass spectroscopy, Ultraviolet Spectroscopy
May 31  Memorial Day
June 7  Chromatography

Exam Schedule:
Midterm (1.5 hr)  April 29, 30  Held in regularly scheduled lab period
Final (3 hr)  June 14  6:30pm – 9:30pm - YH CS 50

Lab Preparation and Pre-lab Reports:
You must be prepared for the experiment before you come to lab in order to complete the experiment in the time allotted. You are expected to do your lab work in your scheduled period; your grade will be affected by not completing lab work in a timely manner. In preparation for the lab you should first study the pertinent sections in the text, review the lecture notes pertaining to the experiment, then view (and possibly review) the appropriate videos for any new techniques to be used in the experiment.

Following the instructions in the report guidelines posted on VOH, complete any assigned pre-lab study questions in your lab notebook. Then write the assignment introduction, procedure (including a reference to the original source and a flowchart summary of the experimental steps), and set up the data tables for the experiment in your notebook before the lab section meets. This preliminary work is due during the first fifteen minutes of your lab period. No credit for pre-lab work will be given after this time. Any student who has not completed the preliminary work, will be required to complete the preparation before commencing lab work.
During lab, you will complete the data tables and record any other observations about the experiment. The duplicate copy of this in-lab work must be turned in to the TA at the end of the lab period if you are to receive credit for the assignment.

Post-lab Reports:
The remainder of the lab report—the data analysis, error analysis, and conclusions —are to be completed in the lab notebook after the experiment is completed. The duplicate copy of this portion of
the report is turned in to the T.A. at the start of the following lab period along with any graphs that have been prepared on fine-grid (millimeter) graph paper. Unexcused late post-lab portions of the reports, will accrue a penalty of five percent of the grade per day. No reports will be accepted after more than two weeks late or after 5:00 p.m. on the last day of instruction. Computer programs used to analyze data must be referenced and copies may be requested by the instructor.
Academic Integrity:
All cases of cheating, plagiarism, or dishonesty will be reported to the Dean of Students. All work that you submit for grading must be your own work. Group reports must acknowledge the individual contributions of each person, if the work has been shared.

Approximate Grading Distribution

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Prelab Assignments</th>
<th>Lab Reports</th>
<th>Technique</th>
<th>Group Project and Oral Report</th>
<th>Midterm, CPR, Final</th>
<th>Lab Maintenance up to</th>
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<td>35</td>
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Grading Detail

Course Grades:
Chemistry 30AL grades are based on demonstrated mastery of the material and the lab procedures. Normal grade assignments are

- A = 90 - 100 %
- B = 80 - 90 %
- C = 70 - 80 %
- D = 60 - 70 %
F = < 60%

Plus and minus grades may be assigned if appropriate.