

- Instructor:** Dr. Alvan C. Hengge, Widtsoe 343
Phone: 797-3442, Email: hengge@cc.usu.edu
- Meeting Time/Place:** MWF 10:30 - 11:20 am, Engineering Classroom 106; R 3:30 - 4:20 pm, Old Main 225
- Office Hours:** Mondays and Wednesdays 9:00 -10:00 a.m.; Thursdays 1:30 – 2:30 p.m.
Other times by appointment.
- Texts:** “Organic Chemistry”, Fourth Edition, by Paula Yurkanis Bruice, **and the accompanying Study Guide and Solutions Manual.**
- Model Kit:** Not required, but helpful. Available in Chem Stores (first floor of Widtsoe). The best kit is the HGS Polyhedron Molecular Model Set, for about \$20.
- On-Line Material:** Use of the WebCT site is mandatory. You will take quizzes here, and in addition, you can see your test grades, get day-to-day information about where you should be in your readings and practice problems in the text, chat with other students in the course about problems, etc. To log on, go to <http://webct.usu.edu>. Student usernames are banner ids, and student passwords are banner pins.

TENTATIVE Course Outline and Exam Schedule:

<u>Week</u>	<u>Dates</u>	<u>Chapters</u>
1	8/29 – 9/2	Chapter 1
2	9/7 – 9/9 (No class September 5)	Chapter 1, 2
3	9/12 – 9/16	Chapter 2, 3
4	9/19 – 9/23	Chapter 3, 4
5	9/26 – 9/30	Chapter 4; Exam 1
6	10/3 – 10/7	Chapter 5
7	10/10 – 10/14	Chapter 5, 6
8	10/17 – 10/21	Chapter 6, 7
9	10/24 – 10/28	Chapter 7; Exam 2
10	10/31 – 11/4	Chapter 8
11	11/7 – 11/11	Chapter 8, 9
12	11/14 – 11/18	Chapter 10
13	11/21 (no classes November 23-25)	Chapter 11
14	11/28 – 12/2	Chapter 11, Exam 3
15	12/5 – 12/9	Chapter 12

FINAL EXAM: **WEDNESDAY DECEMBER 14, 9:30 – 11:20 a.m.**

Grading Scheme: Point Distribution:

Best two out of three one-hour exams (100 pts each)

Ten quizzes (10 pts each)

Comprehensive Final (200 pts)

Total Points: 500 pts

Grade Assignment: A student's grade for the course is determined solely by exam performance. The final grade percentile ranges given below are guaranteed. The actual grade ranges may be curved slightly lower, depending on the overall class average.

A, A-	89% or higher
B- to B+	78% or higher
C- to C+	66% or higher
D to D+	53% or higher

Course Procedures and Regulations:

1. What is covered on the exams? Exams may cover any material from lectures and from assigned sections of the text. Not all material assigned in the text will be covered in class, especially when this material is review from general chemistry. Use the study guides listed on the WebCT site for specific guidelines for what you need to learn from each chapter.

The exams are meant to test your understanding of the topics covered in lecture, not your ability to repeat memorized problems. Expect some questions that require you to apply your understanding to new problems. Practice problems and past exams will be available on the WebCT site for download.

2. There will be no make-up exams. An exam may be taken in advance with a valid excuse (i.e. funeral, surgery) by prearrangement. The lowest score among the three one-hour exams will be dropped. A missed examination will count as the one that will be dropped. A second missed exam, **for any reason**, will receive a grade of F. Any questions concerning exam grading must be discussed with me within two days of the return of the exam. No grading adjustments will be made after this time.

3. Quizzes will be given through WebCT (webct.usu.edu) and must be taken on your own time. They will consist of ten multiple-choice questions, chosen randomly from a bank of questions. They will be open-book, with a time limit of 30 minutes, and can be taken as many times as you want, with your highest score being recorded. You will benefit the most from the quizzes if you prepare and try to take them without help from the book or your notes.

4. Scheduling of the Final Exam. It is University policy that unless you have three scheduled final exams on the same day, you must take the final exam for this course at the officially scheduled time. Permission to take a final exam at any other time can only be obtained from the Dean of the College of Science.

5. Drop/Add Policies. The USU policy is described in the Fall Schedule Bulletin on page 107. September 2nd is the last day to add a class without an instructor's signature; students may add after this date only with the instructor's signature. The last day to add is September 19th. After that any adds are given only for reasons of registration error, and the Provost's Office (not the Dean's Office) must approve the add. Be careful in switching lab sections, because all late add requests must go to the Provost's Office. Get any and all switches done before September 19th. Page 107 also describes the

drop policy: In short, a student may drop a class without any notation on the transcript by September 19 (the first 20 percent of the class). After that date, any drop receives a permanent "W" notation on the transcript. After 60 percent of a class is completed, by November 2, your advisor must approve of a drop, and the "W" is accompanied by the grade in the class at the time of the drop. Finally, after 75% of a class is completed (November 18), a student may not drop a class for any reason.

6. Incomplete grade policy. The university policy on giving a grade of Incomplete will be strictly followed. See the section on Academic Policies in the Fall Semester Schedule of Classes for current policies.

7. Disability accommodations. In cooperation with the Disability Resource Center, reasonable accommodation will be provided for students with disabilities. Any student with a disability that requires accommodations must contact the instructor. The disability must be documented by the Disability Resource Center.

8. Use of Office Hours: The main function of office hours is to discuss and solve problems that you may have understanding the course material or in working practice problems. Formulate specific questions in advance ("I don't understand" is not a question). If you have a question about a practice problem, bring any partial work you have completed. If several students come to office hours at once I may convene a group question session in order to be fair to all.

Suggestions for Success in This Course:

- This is not a memorization course; to be successful on the exams you will need to understand the principles and use them to solve problems. The only way to become expert at doing this is to **WORK AS MANY OF THE PRACTICE PROBLEMS AS YOU HAVE TIME FOR! The suggested practice problems given in the on-line study guides for each chapter were chosen on the basis of content that I would be likely to ask on an exam.** Studying and working practice problems in groups is very beneficial if everyone contributes.
- Use the practice tests in the Study Guide, at the end of each chapter's problem solutions, to help you prepare for exams.
- To be successful, you should expect to spend at least an hour of work outside of class (studying and working practice problems) for each hour of lecture. The list of suggested practice problems is long. I do not expect students to do all of them, but a good idea is to work some of them as you progress through the chapters, and then work as many of the others as possible as part of your exam preparation.
- **Keep up** with the lecture and reading material. Getting behind in this course leads to disaster. You will benefit more from the lectures if you read over the material in advance.