

Chemistry 202: Organic Chemistry I Laboratory

URL <http://www.southalabama.edu/chemistry/laboratories.html>

A. Safety regulations for Laboratory activity.

1. All students are required to attend the Safety Orientation session prior to being allowed to work in the laboratory. At that session, the safety policies and dress code will be presented. All students must sign a copy of the Departmental Safety Policy which will be collected and maintained in the Chemistry Stockroom for the duration of the semester. **The safety rules will be vigorously enforced:** noncompliance will result in dismissal from the laboratory.
2. Attendance at the Safety Orientation is **MANDATORY – EVERY SEMESTER. No exceptions!**

B. Items needed by FIRST laboratory period.

1. Text: *Introduction to Organic Laboratory Techniques*, Pavia, Lampman, Kriz, & Engel, 4th Edition.
2. Lab Notebook: 100-page Notebook with perforated duplicate pages.
3. Supplies: Padlock for desk and splash proof GOGGLES that are indirectly vented

C. Attendance Policy

1. **CH-202 and CH-202L must be taken concurrently. If you DROP/WITHDRAW FROM EITHER THE LECTURE OR THE LAB, you must also drop/withdraw from the co-requisite course. One course cannot be completed without the other.**
2. **Attendance in Laboratory and Pre-lab conference is mandatory. There will be NO Make-up laboratory. An absence will count as a zero.**
 - a. A pre-lab quiz missed due to tardiness will result in a grade of zero. There will be no make-up quiz. If the student is present for the pre-lab instruction, he may attend the laboratory with no further penalty.
 - b. A pre-lab conference missed due to tardiness or absence will result in a grade of zero for that entire lab exercise and the student may NOT attend the lab session. There is no partial credit for work done outside the lab.
 - c. Failure to have a pre-lab write-up at the beginning of the lab session will result in the student being allowed to leave the lab, write the pre-lab, then re-enter to work with **NO EXTRA TIME** allotted. The second incidence will result in an **absence** in the lab.

D. Laboratory Grading

1. The grade will consist of the sum of the average of the assigned laboratory exercise grades (80%) and the laboratory PRACTICUM (20%). A total of 11 exercises will be presented.
2. The lowest laboratory exercise grade earned during the semester will be dropped at the end of the term.
3. The final lab course grade will be assigned on a standard A (90-100), B (80-89), C (70-79), D (60-69), F (< 60).
4. Each exercise will be graded on a 100 point basis as follows:
 - a. **(30 pts) Pre-lab Quiz** will be given during the first 15 minutes of each lab period. It will consist of 4 questions: 2 from the previous week's work; 2 from the present week's work.
 - b. **(10 pts) Technique Grade** will be determined by the instructor's careful observation of the student's work IN the lab.
 - c. **(15 pts) Notebook** entry will be written for each lab exercise. The instructor will initial each write-up and make appropriate notes, comments, and observations about each one regarding form, clarity, completeness, grammar, and spelling. (See the "Notebook Handout" for the correct form to be used. Refer to the Instructor syllabus for details regarding notebook grading policy.)
 - d. **(20 pts, when applicable) Product grade** will be determined based on the following parameters:
 1. If enough product is collected to weigh and determine a physical constant, the grade = 90-100 %.
 2. If all procedures are carried out and no product (or not enough product to meet the previous condition), is obtained, the grade = 60%.
 3. If all procedures are not carried out, the grade = 0 %.

E. **Practicum** will be given during the last scheduled session for your section, (see schedule for specific dates), and will count for 20% of your overall lab grade. The Practicum **may not** be used as your drop grade. Weighting for Practicum score: **Prelab** (25%); **Observation & Writeup** to be handed in prior to the end of lab (50%); and **Physical Properties & Purity** (25 %).

F. Equipment Responsibility

1. Students are responsible for their assigned equipment from the time of laboratory check-in until check-out . If you WITHDRAW from the course, request check-out by your Laboratory Instructor as soon as possible. Otherwise, you will check-out at the end of the term per published schedule (syllabus).
2. CHECK-OUT: After your instructor has checked your desk and locked it, you must **IMMEDIATELY** leave the laboratory, **go to the stockroom**, and clear your records. Payment for monies owed may be by cash, check or they may be applied to your PAWS account. Monetary charges owed to the department must be paid by last day of classes for the semester. After that date, any unpaid charges, including DCO's, will automatically be applied to your PAWS account.
3. If you do not complete your own check-out by the scheduled check-out date for your lab section, your laboratory instructor will do it for you, and you will be charged for missing items or items unacceptable (broken, chipped, dirty) for reissue PLUS a departmental check-out fee, (DCO), of \$50.00 .

****THE LAST OPPORTUNITY TO COMPLETE CHECK-OUT WITHOUT PENALTY IS THE DAY AND START TIME OF YOUR REGULAR SCHEDULED LAB PERIOD → APRIL 30-MAY 4**