Brian Polk bpolk1@valenciacollege.edu
East Campus Science Dept. (407) 582-2434

Prerequisite:
One year of high school algebra or minimum grade of C in MAT 0020C or MAT 0024C or appropriate score on an approved assessment

The Course:
Prepares students without high school chemistry or with inadequate background for CHM 1045C. Modern chemical theories used to develop understanding of fundamentals of inorganic chemistry and its applications. Emphasis on quantitative relationships, using dimensional analysis to solve problems. Laboratory experiences are integral part of course. May not be taken for credit subsequent to earning C or better in CHM 1045C.

Online Expectations:
This is an academic offering, not an independent study. You are expected and required to keep up with the work and the pace of the class. Each chapter will essentially involve you reading the text, working through the practice problems, posting questions, participating in online discussions, completing a laboratory exercise (and reporting the results) and taking a quiz. Multiple attempts are allowed for the quiz with the highest grade being stored. A test will be presented at the end of each unit (approximately 3-4 chapters) for which only one attempt will be allowed and there will be a comprehensive final examination. All work, except for the actual experiments and text reading, will be through Blackboard (BB). If this is your first online course, please be prepared for a learning curve, but one that is quickly overcome. Also, please do not expect this course to be easier or require less time/work than a traditional course. It’s intended to be exactly the same as the face to face course offering.

Attendance policy:
Anyone who does not log into BlackBoard during the first week (7 days) of class will be dropped. Anyone who goes a total of three weeks, consecutive or not, at any point in the semester, without logging into Blackboard will receive an F without a documented medical emergency.

Course Materials:
- Late Nite Lab access purchased through the Valencia bookstore (for detailed purchasing directions, see addendum)
- You do not need the Corwin lab manual sold through Valencia, only the Corwin textbook.
- Scientific calculator capable of doing logs and exponents
The Grade:
All quizzes, exams, and the final are cumulative, but will stress material covered since the previous assessment. All are delivered in a predominately multiple choice format online. **Time is of the essence. Any late exams, quizzes, or labs will not be graded.** You will need at least 90% of the pts for an A, 80% for a B, 70% for a C, 60% for a D. 59% or less will result in an F.

Final Exam:
The final examination in this course is **MANDATORY.** Any student not completing the exam will receive a grade of F for the course.

Withdrawal Policy:
Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the established deadline for a particular term will receive a grade of “W.” A student is not permitted to withdraw after the withdrawal deadline. A faculty member MAY withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of “W.” Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.” For a complete policy and procedure overview on Valencia Policy 4-07 please go to: http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75

**Point Totals:**

<table>
<thead>
<tr>
<th></th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams</td>
<td>300</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100</td>
</tr>
<tr>
<td>Lab work</td>
<td>200</td>
</tr>
<tr>
<td>Quizzes</td>
<td>260</td>
</tr>
<tr>
<td>Online discussions/Clear as Mud</td>
<td>100</td>
</tr>
</tbody>
</table>

Homework:
While homework is not part of your grade, it is highly recommended for quiz and test preparation. All blue numbered problems have solutions in the back of the book.

Academic Honesty:
Plagiarism is defined as claiming as your own a paper, report, article, or speech which in whole or in part was prepared by someone other than yourself. Cheating on an exam or copying someone else’s laboratory report is also a violation of this policy. A violation of this policy can result in failure of an assignment, the entire course, or your current status as an active student. Each student is expected to be informed and compliant with the college policy on academic honesty as stated in the Student Handbook.

Students with Disabilities:
Students with disabilities who qualify for academic accommodations must provide a letter from the Office of Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.
Valencia Student Core Competencies:
Valencia faculty have defined four interrelated competencies (Think, Value, Communicate, ACT) that prepare students to succeed in the world community. These competencies are outlined in the college catalog. In this course, through lecture and discussion, group work, and other learning activities, you will further develop your mastery of those competencies.

Expected Student Conduct:
Valencia Community College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. By enrolling at Valencia Community College, a student assumes the responsibility for becoming familiar with and abiding the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the faculty to leave the class. Violation of any classroom (online as well) or Valencia’s rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current Valencia Student Handbook.

Computer/Equipment Use Policy:
Use of computers in the Business, IT, and Public Service classrooms at Valencia Community College is restricted to those activities designated by the instructor to enhance the class materials. Any other use is strictly forbidden. Inappropriate use includes, but is not limited to:
- Use of computer to send Email or access Internet sites not specifically assigned in class.
- Use of computer for job, internship, or other activities not assigned in class.
- Modifying any hardware or software system configuration or setting.
- Activities not in accordance with the Valencia Student Code of Conduct.
Use of computers in the departmental open lab is limited to those activities involved with preparing homework or coursework in this department and is subject to the same restriction as listed above.
Computer use is remotely monitored; any student using computers inappropriately may be subject to dismissal from class or banishment from the lab. Subsequent offense may be sent to the campus administration for further disciplinary action.

Keys to success:
The obvious key to success is studying and staying up with the pace of the class. You should have your questions answered when you have them. This process can occur when through online discussion, as you do homework problems, through chat, or by email. I encourage you to use me, your classmates, your text, and the wide variety of resources available to the modern student on the internet. Valencia also provides a tutorial center that might be of great help. The class is not intended to be difficult. With a reasonable amount of work and attention, you can do quite well. The focus of this course truly is your learning, not your completion of a benchmark.
**Getting Started:**
If you have never taken an online course, go to Valencia’s online orientation: [http://www.valenciacc.edu/oit/ltad/studentResources/](http://www.valenciacc.edu/oit/ltad/studentResources/)

If you have taken online courses in the past, go ahead and log on to blackboard, enter the course, and click on the first module.

There is also an orientation video for this course in blackboard

**Getting Extra Help:**
Valencia has a free tutoring through the Academic Success Center. No appointment needed. For more information: [www.valenciacollege.edu/east/academicsuccess/tutoring](http://www.valenciacollege.edu/east/academicsuccess/tutoring)

**Important Dates:**
- Classes begin
- Drop refund deadline
- Withdrawal deadline to get a W
- Classes End
- Final Exam

**Disclaimer Statement:** This syllabus may be altered, at the instructor’s discretion, during the course of the term.
<table>
<thead>
<tr>
<th>Week</th>
<th>Read Chapter in Text</th>
<th>Work through practice problems</th>
<th>Lab through latenitelabs.com</th>
<th>Post &amp; Reply to clear as mud</th>
<th>Take Quiz/Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Introduction, Getting started module, and chapter 1</td>
<td>In chapter and blue ones at end</td>
<td>-</td>
<td>Yes</td>
<td>Quiz on introductory materials and chapter 1</td>
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<tr>
<td>Week 2</td>
<td>2</td>
<td>In chapter and blue ones at end</td>
<td>Log on with provided Pin, do Sample Lab</td>
<td>Yes</td>
<td>Quiz chapter 2</td>
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<tr>
<td>Week 3</td>
<td>3</td>
<td>In chapter and blue ones at end</td>
<td>Titration Tutorial</td>
<td>Yes</td>
<td>Quiz chapter 3</td>
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<tr>
<td>Week 4</td>
<td>4</td>
<td>In chapter and blue ones at end</td>
<td>Identifying Unknown Substances</td>
<td>Yes</td>
<td>Quiz chapter 4</td>
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<td>Week 5</td>
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<td>-</td>
<td>-</td>
<td>Test 1</td>
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<td>Week 6</td>
<td>5</td>
<td>In chapter and blue ones at end</td>
<td>Density Lab</td>
<td>Yes</td>
<td>Quiz Chapter 5</td>
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<td>Week 7</td>
<td>6</td>
<td>In chapter and blue ones at end</td>
<td>Separating a Mixture of Compounds</td>
<td>Yes</td>
<td>Quiz chapter 6</td>
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<tr>
<td>Week 8</td>
<td>7</td>
<td>In chapter and blue ones at end</td>
<td>Characteristic Properties - Melting and Boiling Points</td>
<td>Yes</td>
<td>Quiz chapter 7</td>
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<tr>
<td>Week 9</td>
<td>5-7</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Test 2</td>
</tr>
<tr>
<td>Week 10</td>
<td>8</td>
<td>In chapter and blue ones at end</td>
<td>Law of Definite Proportions</td>
<td>Yes</td>
<td>Quiz Chp 8</td>
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<tr>
<td>Week 11</td>
<td>9</td>
<td>In chapter and blue ones at end</td>
<td>Conservation of Mass</td>
<td>Yes</td>
<td>Quiz Chapter 9</td>
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<tr>
<td>Week 12</td>
<td>10</td>
<td>In chapter and blue ones at</td>
<td>Mole to Mole relationship of</td>
<td>Yes</td>
<td>Quiz Chapter 10</td>
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<tr>
<td>Week</td>
<td>Thanksgiving Break</td>
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<tr>
<td>14</td>
<td>8-10</td>
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<td>Test 3</td>
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<tr>
<td>15</td>
<td>11 AND 12</td>
<td>In chapter and blue ones at end</td>
<td>Empirical Formula of a Hydrate AND Molar Volume of an Ideal gas</td>
<td>Yes</td>
<td>Quiz chapter 11 AND 12</td>
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<tr>
<td>16</td>
<td>1-12</td>
<td>Final Exam opens Dec. 15 at 12:01 am and closes Dec. 16 at 11:59 PM</td>
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FAQ

- **Do I ever have to come to class?** No, this class is fully online, you will never need to set foot on campus.
- **How do I get in touch with you?** Email through Blackboard is preferred. I typically log on twice a day, 7 days a week, once in the morning and once in the afternoon.  You can also email through atlas as that comes straight to my phone.
- **How do I get help?** Post questions online, email me, google your question, go to youtube, or come to campus for tutoring through the Valencia tutorial center.
- **Do you have office hours?** No. I’m an adjunct instructor and as such do not have an office on any Valencia campus.
- **How many times can I take a quiz?** Three, only the highest counts towards your grade, even if it’s the 1st attempt.
- **How many times can I take a test?** Only once, except for the final which you can take twice, but the average score counts.
- **What if I miss or do poorly on a quiz?** I will replace one quiz grade per semester with the test on that same material. Email me if you’d like to have a quiz replaced and please let me know which quiz that is.
- **What if I miss or do poorly on a lab experiment?** I will drop one of these per semester.
- **What if I miss or do poorly on a test?** Uh Oh, best not have that happen. You have plenty of time to complete these assignments.
- **How do I know what to do each week?** Check the list above. Mark things out as you complete them.
- **Do I need a textbook?** YES! All your assessments are open book, and not having a book makes it considerably more difficult.
- **Can I buy an older version of the text?** Probably.
- **Can I use my book for assessments?** Yes, everything in this course is “open book.” By the honor system, though, using others for help is not allowed.
- **Will I learn as much as I would in a regular class?** Like a regular class, it depends on you. Those who work hard will learn as much if not more than they would in a regular class. The only thing that’s been removed is the lecture. And lots of stuff has been added.
- **When are assignments due?** Our week runs Sat-Fri, so all tests, quizzes, and labs are due on Friday nights by 11:30 PM.
- **Do I have to read all the posts?** Yes, this is highly recommended. If you do not engage in this class, you will get much less out of it. The minimum requirement is one post and one reply per chapter, but please do not ask questions that have already been posed. That will demonstrate that you have not read the other posts.
- **How do you know if we read the posts?** Blackboard provides me a report of everything you do when logged on. For example, I know how long you looked as the powerpoint slides, if you viewed the tutorials, and how many posts you read.
- **Do I have to pay for a lab pin?** Yes, through the Valencia bookstore
- **Am I passing? Will I get an A?** Add up all your points and divide by the total points available up to that point. You can find your grades and points available in the grade book.
Addendum to syllabus regarding late nite labs

To purchase a lab access code:
1: go to the bookstores main website: http://www.valenciabookstores.com/valencc/main/index.asp

2: Click on the EAST CAMPUS picture, in the top banner.

3: Click “Buy Textbooks”.

4: Scroll to the bottom and Click “Agree”.

5: Select “On-Line East” for the appropriate semester and click go.

6: Select the course and you should be able to purchase the required items.

How do I register?
Go to the Late Nite Labs homepage (www.latenitelabs.com) and click on New Users Click Here To Get Started. Enter your PIN code into the appropriate box and click Enter PIN. Fill out the form that will include a prompt for your section code. Make sure you have it before you register. You will then be prompted to choose a username and password which you will use to log into your account from then on. You will also receive a confirmation email with your username and password.

What is my section code?
You will need the appropriate lab section code to register through www.latenitelabs.com. Your section code is 17937368

How do I get help?
Call Late Nite Labs Support at 1800-262-0518. They tend to take a little longer to answer emails, so I recommend calling.