

Chemistry 1302B Course Outline (2014)

Discovering Chemical Energetics

A course outline is an official document that provides you with information pertaining to a course's dates, requirements, evaluation, and policies.

Mandatory Notice from the Registrar.....	2
Accessibility	2
Code of Conduct	2
Support Services	2
Course Website.....	3
Learning Expectations.....	3
Lecture, Laboratory, and Tutorial Sections	4
Common Concerns.....	5
Email Policies	5
Resource Room.....	6
Course Materials.....	6
Outline of Course Topics.....	7
Evaluation	8
Components.....	8
Important Legalities	8
Quizzes.....	9
Missed Course Components and Late Lab Reports	10
Equal Opportunity and Evaluation Policy.....	11
Laboratory and Tutorial (Quiz) Schedule	12
Laboratory Information	12
Laboratory Zone	12
Preparation	12
Lateness Policy	13
Safety and Dress Code	13
Submitting Lab Reports	14
Tutorial Information	14
Frequently Asked Questions	14
Success Strategies for Chemistry 1302B	17

Mandatory Notice from the Registrar

Unless you have either the prerequisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites. The prerequisite for Chemistry 1302B is Grade 12 chemistry or equivalent. Antirequisites are Chemistry 1200B, 1050, 1024A/B, 1020, and 023.

Accessibility

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. You may also wish to contact Services for Students with Disabilities (SSD) at 661-2111 ext. 82147 if you have questions regarding accommodation.

Code of Conduct

To foster a supportive and enriching academic environment that is conducive to learning and free inquiry, Western has adopted a Student Code of Conduct (<http://www.uwo.ca/univsec/board/code.pdf>).

You can expect your instructor to promote this environment and also respect each student's unique views and opinions. Since Western is also a part of *your* environment, it is not unreasonable to expect the same from you. Activities that disturb another student's right to this environment will not be tolerated. These include things such as talking in class about matters not relevant to course material, using electronic devices inappropriately, and disruptive classroom behavior.

You can also expect your instructor to come prepared, on time, and eager to teach. In turn, we expect that you will come prepared, on time, and ready to learn.

Support Services

Students are encouraged to make use of the free, study-skills courses and other services, including learning-skills counselling, provided by the Student Development Centre, <http://www.sdc.uwo.ca>.

The Office of the Registrar: <http://www.registrar.uwo.ca>

USC Services: <http://westernusc.ca/services/>

Students who are in emotional/mental distress should refer to Mental Health@Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Course Website

Students should check OWL (<http://owl.uwo.ca>) on a regular basis for news and updates. This is the primary method by which information will be disseminated to all students in the course. Missing critical information due to your failure to check OWL on a regular basis cannot be used as a basis for appeal.

Learning Expectations

Chemistry 1302B is a one-semester chemistry course that includes lecture (3 x 50 min per week), laboratory (2 h 50 min every second week), and tutorial (1 h 50 min every second week) components.

The course is intended to provide students with a fundamental understanding of the behavior of gases, thermodynamics, chemical equilibrium, electrochemistry and chemical kinetics. In addition, there will be emphasis on the development of critical-thinking, problem-solving, analytical, and quantitative-reasoning skills; these “soft skills” are essential to success in not just chemistry but also in other courses and many occupations.

Any student receiving credit for Chem 1302B will be expected to demonstrate competence in his or her ability to:

Course-Specific Expectations	Soft-Skill Expectations
Recognize the importance of chemistry in everyday life and the interdisciplinary nature of chemistry.	Analyze and critically assess problems, and take a systematic approach to solve them.
Think critically about, explain, integrate, and apply chemical principles, laws, and theories.	Work independently.
Examine, integrate, and assess any provided or collected chemical data.	Form productive and collaborative working relationships with other individuals.
Solve a variety of novel problems, both qualitative and quantitative.	Obtain, evaluate, and integrate information from various sources, and determine its relevance.
Draw scientific conclusions from experimental results or data.	Prioritize a set of tasks and manage the use of his or her time.
Use a variety of laboratory equipment and instrumentation.	Execute mathematical calculations accurately.
Learn a variety of experimental techniques and the theory behind them.	Communicate thoughts, ideas, and observations verbally and in writing.
Safely perform experimental procedures.	Recognize when to seek assistance.
	Develop respect for, and comply with, regulations and policies.
	Learn to accept responsibility for his or her decisions, actions, and non-actions.

Lecture, Laboratory, and Tutorial Sections

Lecture sections are shown below. Students **can only** attend the lecture section in which they are registered unless special permission has been granted by the instructor. Before sending your instructors an email, please see the next page. Please do not phone your instructor.

Lecture Section	Time (MWF)	Room	Instructor	Office	Email
002	9:30–10:20	NCB 101	Ms. Kay Calvin*	MSA 1201	kcalvin@uwo.ca
003	12:30–1:20	NS 145	Dr. Ken Yeung	MSB 374	kyeung@uwo.ca
004	1:30–2:20	NS 145	Dr. Keith Griffiths	ChB 25	griff@uwo.ca

*Course coordinator

Instructor Office Hours

“Office Hours” are by-appointment only and are mainly for the discussion of administrative matters. All questions related to course material must first be asked at the Resource Room (MSA 1205, across from the lab) or in the tutorial.

Laboratory and tutorial sections are shown below. The laboratory and tutorial sections both have the same section number. Labs are 2 h 50 min long, while tutorials are 1 h 50 min long.

Lab/Tutorial Sections	Lab/Tutorial Time	Lab Room	Tutorial Room
021 and 022	Tuesday, 9:30 am–12:20 pm	MSA 1220	P&AB 106
023 and 024	Tuesday, 2:30 pm–5:20 pm	MSA 1220	UCC 146
025 and 026	Tuesday, 6:00 pm–8:50 pm	MSA 1220	P&AB 106
031 and 032	Wednesday, 9:30 am–12:20 pm	MSA 1220	UCC 41
033 and 034	Wednesday, 2:30 pm–5:20 pm	MSA 1220	NS 7
035 and 036	Wednesday, 6:00 pm–8:50 pm	MSA 1220	P&AB 106
041 and 042	Thursday, 9:30 am–12:20 pm	MSA 1220	P&AB 106
043 and 044	Thursday, 2:30 pm–5:20 pm	MSA 1220	UCC 41
045 and 046	Thursday, 6:00 pm–8:50 pm	MSA 1220	P&AB 148
051 and 052	Friday, 9:30 am–12:20 pm	MSA 1220	UCC 41

Common Concerns

The table below provides a list of common student concerns and how they are to be addressed. If your concern is not listed here, contact your own instructor.

Concern	How to Address Concern
All lab-related matters	See the lab coordinators in MSA 1235. If they are unable to resolve your concern, appeal in writing to Dr. Yeung.
My test mark on OWL does not agree with the mark that I had calculated from my question booklet.	The discrepancy is often due to an error that you have made in filling in the Scantron bubbles. The Scantron machine does not make errors when reading your Scantron if it has been filled in correctly. If you still wish to view your Scantron, download and submit the request form no later than two weeks after the release of your mark.
I believe that my tutorial quiz was marked incorrectly.	Submit your quiz, along with a note explaining your concern, in the box in the Resource Room.
I need help with the course material.	The Resource Room is the primary source of help. Course instructors will have office hours, scheduled by appointment, but they should mainly be used for matters other than course material itself.

Email Policies

We are required by law to comply with privacy regulations, so you must use your Western email account (<http://mail.uwo.ca>) whenever you contact us. Email from a non-uwo.ca address will not be responded to – how are we supposed to know who cutiepie1992xoxo@gmail.com is? To prevent your email from being filtered out by the university's anti-spam system, please include **Chem 1302B** in the subject line.

Email should only be used for administrative purposes. In order to maximize efficiency and to allow your instructors to respond to legitimate concerns as quickly as possible, emails of the following nature will *not* be responded to:

- Questions about course material or on how to do a particular problem in the workbook. Such questions should be taken to the Resource Room or addressed in the tutorial.
- Questions that can be answered based on the information found in this course outline. Being able to find information yourself is an important soft-skill and employability outcome.
- Requests for grade increases, extra assignments, make-up labs, etc. (see page 11).

Please do not hesitate to contact any one of the instructors if you have any constructive comments or feedback on any aspect of Chem 1302B. We are always trying to improve the course!

Resource Room

The Resource Room, located in MSA 1205, provides an informal environment for you to ask questions related to lecture material. The Resource Room will be staffed at various times by teaching assistants. Schedules will be posted on OWL. We recommend that you use the Resource Room regularly to help build your knowledge base and problem-solving ability.

Course Materials

All the materials below are required and are available at the Western BookStore, located in the UCC.

Chemistry 1302B Course Workbook, 2014 edition

- Old editions may not be used. Topic coverage varies from year to year. All lectures, tests, and exams will be based on this year's edition. Students who nonetheless choose to use an old edition must realize that the use of an old edition cannot be used as a basis for appeal.
- Class lectures are designed to help students understand the material in the workbook and develop problem-solving skills. To obtain the maximum benefit from the workbook and from lectures, it is recommended that you read the relevant topics prior to coming to class.

Chemistry 1302B Laboratory Manual and Past Exams, 2014 edition

- Old editions may not be used. Students must bring this year's edition to every experiment.

Lab Coat

- Designer lab coats, often sold as hospital scrubs or consultation coats, are not acceptable; they are too short and/or do not offer sufficient protection to the upper body.

Sharp EL-510R(B) or Sharp EL-510RN(B) scientific calculator

- The Sharp EL-510R(B) or Sharp EL-510RN(B) are the **only** calculator models permitted in the labs and during tests and exams. All other brands and Sharp models will be confiscated. Proctors and instructors for tests and exams do not lend calculators. It is your responsibility to bring the correct calculator and to ensure that it is in proper working order. It's not a bad idea to bring a spare calculator of the same model! The sharing or exchanging of calculators during tests or exams is strictly forbidden.

Outline of Course Topics

Class Topic	Approx # of Classes	Covered on...
Administration	1	
Chapter 1.1: Gases	1	Midterm
Chapter 1.2: The Ideal Gas Law	2	
Chapter 2.1: Heat, Work and Energy	1	
Chapter 2.2: Enthalpy	4	
Chapter 2.3: Spontaneity	1	
Chapter 2.4: Free Energy	1	
Chapter 3.1: Equilibrium	2	
Chapter 3.2: Solubility Equilibria	2	Final Exam
Chapter 3.3: Weak Acids and Bases	4	
Chapter 3.4: Buffers and Titrations	3	
Chapter 4.1: Redox	1	
Chapter 4.2: Voltaic Cells	3	
Chapter 4.3: Electrolytic Cells	2	
Chapter 4.4: Batteries	1	
Chapter 5.1: Rates and Rate Laws	3	
Chapter 5.2: Arrhenius Equation and Reaction Mechanisms	3	

Tests and exams are cumulative but emphasize the material covered since the previous test/exam. Topic coverage may be adjusted to reflect lecture progress.

Important: Students who wish to perform successfully in this course must have a thorough, in-depth *understanding* of the course material. Tests and exams will be designed to evaluate your comprehension of the material and your ability to apply it to new and different scenarios, and not simply your ability to regurgitate memorized facts or substitute numbers into formulas.

Evaluation

Components

The overall course grade, out of 100, will be calculated as listed below. Listed next to the respective components are their maximum contributions toward the course grade.

Component	Notes (max value)	Total
Theoretical	Five tutorial quizzes (5 × 2.0 each)	85
	Online Quiz – Kinetics (1.0)	
	Midterm on Saturday, March 1, 2:00–4:00 pm (29.0) #	
	Registrar-scheduled final exam (45.0)	
Practical	Five laboratory experiments (5 × 3.0 each)	15

In order to obtain credit for the course, all four of the following requirements must be met:

1. Obtain a minimum of 7.50 out of 15.00 (50%) on the practical component. This mark is calculated from all five experiments. A missed experiment is assigned a mark of zero unless it has been “excused” (see section on Missed Course Components).
2. Miss no more than two experiments, whether excused or not.
3. Obtain a minimum of 50 out of 100 on the overall course grade. Students who meet this requirement, but fail to meet one or more of the above requirements, will receive a course grade no greater than 40 out of 100.

A makeup test for the midterm will be offered on Friday, March 7 from 6:00 PM to 8:00 PM.

Important Legalities

It is the Department of Chemistry’s policy that any student repeating a chemistry course must repeat the entire course, including the lab component. There are no lab exemptions.

It is Faculty of Science policy that a student who chooses to write a test or exam deems themselves fit enough to do so, and the student must accept the mark obtained. Claims of medical, physical, or emotional distress after the fact will not be considered.

There is no opportunity for a reweight of the other course components after the test or exam has been written. *The reason of “I did not want to write a heavily weighted final” is not a valid reason for writing the midterm test while ill.*

It is university policy that a regularly scheduled class (lecture, lab, or tutorial) takes precedence over tests and exams. Therefore, if another course schedules a test or exam that takes place during your lab or tutorial, the instructor for that course must accommodate you.

Aside from the specified calculator, no other electronic devices (phones, iPods, etc.) may be in your possession during tests and exams, even for timekeeping purposes.

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following website: <http://www.uwo.ca/univsec/handbook/appeals/schloff.pdf>.

Falsifying experimental data or using prelab values from previous years is a serious academic offence and will be dealt with as outlined in the academic calendar.

Computer-marked, multiple-choice tests and exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

Students who arrive unprepared or late for a lab will receive a zero for that lab. No credit will be given for the prelab exercises. Students are deemed late if they arrive after the lab doors have closed. Lab technicians and teaching assistants have the right to eject students from the lab.

Quizzes

A total of six quizzes will count for 11.0 of the overall course grade.

The following is an approximate guide as to the coverage for each quiz. This may be adjusted to reflect lecture progress.

Quiz	Topic Coverage	Max Value
Tutorial Quiz #1	Gas Laws	2
Tutorial Quiz #2	Thermodynamics	2
Tutorial Quiz #3	Equilibrium and Solubility	2
Tutorial Quiz #4	Weak Acids and Bases; Buffers	2
Tutorial Quiz #5	Redox and Voltaic Cells	2
Online Quiz	Kinetics	1

Missed Course Components and Late Lab Reports

If you are unable to meet a course requirement due to illness or other serious circumstances, you must provide valid medical or supporting documentation to the Academic Counselling Office of your home Faculty as soon as possible.

If you are a science student, the Academic Counselling Office of the Faculty of Science is located in WSC 191, and can be contacted at 519-661-3040 or scibmsac@uwo.ca. Their website is http://uwo.ca/sci/undergrad/current_students/academic_counselling/index.html.

A student requiring academic accommodation due to illness must use the Student Medical Certificate (https://studentservices.uwo.ca/secure/medical_document.pdf) when visiting an off-campus medical facility.

For further information, please consult the university's medical illness policy at http://www.uwo.ca/univsec/handbook/appeals/accommodation_medical.pdf.

Missed Labs or Quizzes

There are no make-up labs or quizzes, and it is not possible to reschedule them. If you miss a lab or tutorial for any reason, you will be assigned a mark of zero for that lab or tutorial. If the missed lab or tutorial is due to a reason that is approved by your Faculty's Academic Counselling Office, the zero will be replaced by a mark of EXCU (excused), which shifts the weight of the missed lab or quiz onto all of the other labs or quizzes, respectively.

You must, **within one week of the absence**, submit documentation to your Faculty's Academic Counselling Office. If they approve your circumstances, ask them to send an email to **chem130x@uwo.ca** and copy you on the email. The email must contain the date of the missed component, and the component missed. ***The email address is for the use your Faculty's Academic Counselling Office only; you should never send email there.***

Chem 1302B entrusts your Faculty's Academic Counselling Office with the task of assessing your circumstances and deciding whether academic accommodation is warranted. Thus, the email from your Faculty's Academic Counselling Office must explicitly state that they recommend the granting of academic accommodation. If the email states that the granting of academic accommodation will be left at the discretion of the instructor, it will not be granted.

Tests and exams will contain questions related to the theoretical aspects of the experiments. Students are responsible for the material pertaining to the missed labs.

Late Lab Reports

Late reports are to be placed in the designated box in the Resource Room (MSA 1205). All late reports will be graded as if on time but assigned a maximum mark of two out of five, and returned to you at your next lab.

If your reason for not being able to hand in your lab report on time has been approved by your Faculty's Academic Counselling Office, print out a copy of the email from your Faculty's Academic Counselling Office, staple it to your marked lab report, and resubmit it in the box. Your mark will then be changed to the actual mark.

Missed Test or Final Exam

If you miss the midterm, and if your Faculty's Academic Counselling Office has approved your circumstances, then you may choose one of two options.

- You may write the makeup midterm on the date and time below. This is the **ONLY** opportunity to write a makeup midterm.
- You may shift the weight of the midterm to the final exam.

The makeup date for the midterm is Friday, March 7 from 6:00 PM to 8:00 PM.

If you miss the Final Exam, contact your Faculty's Academic Counselling Office as soon as possible. They will assess your eligibility to write the Special Exam early in May, 2014.

In accordance with guidelines set by the university senate, we will approve a special (SPC) exam if you have three exams in three consecutive periods (*e.g.* 2 pm, 7 pm, 9 am). The Registrar will make arrangements for students with conflicting exams or heavy exam loads.

Equal Opportunity and Evaluation Policy

All individuals involved in the offering of Chem 1302B were, at one time, students themselves. Accordingly, they thoroughly understand the importance of course grades and the hard work that you will invest into this course. They are there to help you achieve your goals in Chem 1302B.

The university is committed to academic integrity and has high ethical and moral standards. All students will be treated equally and evaluated using the criteria presented in this course outline and their respective weights. The evaluation criteria are based strictly on actual achievement, not on effort or how hard the student tried. Claims of an excellent academic history, of attendance in the course components, or of personal issues (family, relationship, financial, etc.) cannot be used to justify a higher grade in course because they are not criteria for evaluation. There is no extra work available for extra credit or to "make up" another grade. We do not offer any extra assignments, essays, experiments, or other work of any kind to any student.

The requirement for a higher grade in order to, for example, maintain a scholarship, enter a program, or obtain a higher GPA for various reasons, is not a justifiable reason for increasing your grade. If we increased or “bumped” your grade (*i.e.* gave you a grade that you did not legitimately earn), it would be unfair to the other students and also a great disservice to the scholarships and programs who are evaluating all students on the basis of their grades.

Laboratory and Tutorial (Quiz) Schedule

Every course has its own lab/tutorial schedule. Do not assume that because another course does not have a lab/tutorial during a certain week, this course does not have one either. If you miss a lab/quiz due to your inability to follow this schedule, you will receive a zero for that lab/quiz.

Week of	Lab section number ends with a 1, 3, or 5	Lab section number ends with a 2, 4, or 6
Jan 13-17	Expt #1: Molar Volume of Nitrogen	Tutorial Quiz #1
Jan 20-24	Tutorial Quiz #1	Expt #1: Molar Volume of Nitrogen
Jan 27-31	Expt #2: Calorimetry	Tutorial Quiz #2
Feb 3-7	Tutorial Quiz #2	Expt #2: Calorimetry
Feb 10-14	Expt #3: Equilibrium	Tutorial Quiz #3
Feb 17-21	<i>Reading Week: No Labs or Tutorials this week</i>	
Feb 24-28	Tutorial Quiz #3	Expt #3: Equilibrium
Mar 3-7	Expt #4: Spectrophotometry	Tutorial Quiz #4
Mar 10-14	Tutorial Quiz #4	Expt #4: Spectrophotometry
Mar 17-21	Expt #5: Electrochemical Cells	Tutorial Quiz #5
Mar 24-28	Tutorial Quiz #5	Expt #5: Electrochemical Cells
Mar 31	Online Quiz: Kinetics	

Laboratory Information

Laboratory Zone

The laboratory in Materials Science Addition 1220 is divided into four zones (A, B, C, or D). By Monday evening, January 13, your zone assignment will be sent to your UWO email.

Preparation

Read each experiment carefully and check the course website for any experimental information that may be posted. Each experiment will also refer you to the *Tools of Chemistry* section of the manual, which you must also read prior to coming to the lab.

Prelab exercises must be completed before the lab period. When you arrive at your lab, there will be additional questions on the video screen. These are designed so that you must read the experimental strategy and procedure prior to completing the exercise.

Lateness Policy

Any student who arrives after the doors to the lab have closed is considered to be late and will not be permitted to do the experiment, and a mark of zero will be assigned for that experiment. No credit will be given for the prelab exercises.

Safety and Dress Code

Western is committed to workplace health and safety, and has strict safety regulations. Even your instructor has to follow them! Lab TAs and technical staff will eject students who, in their opinion, do not meet the safety requirements or are not prepared, as described below. **These students, and those who arrive late, will receive a zero for the entire experiment, and no credit will be given for the prelab exercise.**

Eye Protection

Safety glasses or goggles must be worn by everyone whenever laboratory work, including the getting, cleaning, and returning of glassware, is being performed. Students who wear prescription glasses must wear appropriate safety glasses or goggles over their regular glasses. If you wear contact lenses, you must inform the lab TA that you are wearing contact lenses.

Safety glasses can also be rented for \$2.00 per lab period.

Lab Coat, Pants, Socks, and Footwear

A more detailed description of the dress code is available in the Lab Manual. For hygienic reasons, the Department of Chemistry does not rent shoes, socks, pants, or lab coats.

Lab coats must be worn, and buttoned up. Students must have a lab coat to enter the laboratory. They may not leave after the video or the prelab talk to get a lab coat or have one delivered.

Students must wear ankle-length pants, socks that cover the ankle, and shoes that cover the whole foot (top, sides, and back) without any “cutout holes”. Shorts, sandals, and capris are among the items of clothing that are not acceptable.

Submitting Lab Reports

Lab reports for Experiments #1 through #4 are due at your next tutorial (see below for more information). The reports for Experiment #5 will be completed and submitted during the lab period.

Labs are each marked out of 5. Details of the lab marking scheme will be posted on OWL.

Tutorial Information

Each tutorial is no more than 1 h 50 min long. The structure of each tutorial is described below.

Time	Event
First 80 min	<i>Question period.</i> Students may ask questions about the review problems in the workbook or the topics that will be covered on the quiz. The TAs will take up a few of these problems on the board.
Last 30 min	Quiz. The quiz must be written in the tutorial section in which you are registered. It is not possible to “make up” missed quizzes or reschedule quizzes.

The tutorials are also where you will hand in the lab reports for Experiments #1 through #4. Lab reports are due at the end of the tutorial (i.e. at 11:20 am, 4:20 pm, or 7:50 pm, depending on your tutorial section). **Late lab reports will not be accepted after the end of the tutorial. Lab reports must be handed in at your own tutorial section.**

Tutorial quizzes are a part of the overall evaluation of the course. As such, they are administered in the same context as tests and examinations. Any collaboration between students, talking during the quiz, use of unauthorized materials, use of cell phones, failure to stop writing when instructed to by a TA, etc, etc will be reported to the course instructors and dealt with in the same manner as if it took place during an exam.

Frequently Asked Questions

How can I “make up” a missed lab or tutorial?

There are no make-up labs or tutorials.

I missed a lab/tutorial/test/exam because I overslept, I missed the bus, I couldn’t find the room, I misread the schedule, traffic was heavy, I had a date, or I had tickets for a show. What will happen?

A mark of zero will be assigned to the missed lab, tutorial, test, or exam.

I missed a lab/tutorial/test/exam because my flight was delayed or cancelled, or I got bumped.

If your flight was delayed or cancelled, or you got bumped due to circumstances beyond your control, please contact your Faculty’s Academic Counselling Office. However, if you were bumped because you were knowingly flying stand-by, you were therefore aware of the potential outcome and must accept the consequences.

I was feeling unwell when I wrote the test/exam, so I did poorly. What should I do?

The policy of the Faculty of Science is that you have deemed yourself fit to write the exam and it is too late to do anything after the fact. If you are genuinely unwell, do not write it. Consult the *Accommodation for Medical Illness* policy at http://www.uwo.ca/univsec/handbook/appeals/accommodation_medical.pdf for more details.

I have a lab/tutorial/test that coincides with a religious observance. What should I do?

Most of the standard religious observances are already noted in the *Western Multi-Faith Calendar* (<http://www.uwo.ca/equity/docs/mfcalendar.htm>), and you should inform your instructor as soon as possible. If you are requesting accommodation that is not on this list, please bring documentation to your Faculty’s Academic Counselling Office. More details are found in the *Accommodations for Religious Holidays* policy, http://www.uwo.ca/univsec/handbook/appeals/accommodation_religious.pdf.

What should I do if a test or exam for another course conflicts with my lab/tutorial?

Policy of the university Senate is that a regularly scheduled class (lecture, lab, or tutorial) takes precedence, even over tests and exams. Ask the instructor of the other course to accommodate you.

Can I use a calculator other than the Sharp EL-510R (or RB) or Sharp EL-510RN (or RNB)?

No. This strict calculator policy was introduced to combat a growing trend to bring high-powered calculators, or even hand-held computers, to tests and exams. Some of these devices are capable of storing a lot of information. A strict calculator policy, using an inexpensive-but-adequate calculator, was the fairest way to ensure that no student gets disadvantaged. This policy will be applied firmly.

Can you recommend a tutor?

Before considering a tutor, don't forget about the Resource Room. It's free!

Private, third-party review or tutor services are not affiliated with, or endorsed by, the university. As such, the university cannot be responsible for any of the content they provide, even if the content causes you to answer exam questions incorrectly. Because of liability reasons, your instructors are not permitted to suggest or recommend any specific tutors. This is not to say that there aren't any excellent tutors out there – in fact, there are lots of them!

Students should realize that they may not hire tutors who are also Chemistry 1302B teaching assistants, even if they are not from your own lab or tutorial section. This is a serious legal matter pertaining to conflict of interest. If you are ever in doubt, please do not hesitate to ask your instructor.

What is the prerequisite for Chem 1302B?

Grade 12 chemistry or equivalent.

Success Strategies for Chemistry 1302B

1. Read the relevant workbook sections before class, and attend all classes.
2. Study the material after each class. Don't fall behind in studying lecture material.
3. In general, for every hour you spend in any university-level class, you will need to spend three hours working on that course. More importantly, how effectively you study is more important than the amount of time you spend studying. Make sure you have an in-depth understanding of the material.
4. Attempt the problems in the workbook. Learn the concepts involved and not just the question itself.
5. Prepare for each laboratory in advance by reading the lab manual and doing the prelab exercise. Pay attention during the prelab video. Study the theory and concepts behind the experiment.
6. Study for tests and exams well in advance. Don't rely on last-minute cramming.
7. When writing test and exams, read the question carefully.
8. Your instructors are here to help you do well, so don't hesitate to ask them for study tips.
9. Read the policies and procedures in the university's Academic Calendar.
10. Again, thoroughly *understand* the material – don't just memorize it! Students who simply memorize the material or study superficially will have difficulties obtaining a passing grade in the course. Keep in mind that your grade in the course will reflect not your effort, but rather your ability.

The titles and headings in this course outline are for ease of reference only and are not to be taken into account in the construction or interpretation of the text to which they refer.

This course is supported by the Science Student Donation Fund. If you are a BSc or BMSc student registered in the Faculty of Science or Schulich School of Medicine and Dentistry, you pay the Science Student Donation Fee. This fee contributes to the Science Student Donation Fund, which is administered by the Science Students' Council (SSC). One or more grants from the Fund have allowed for the purchase of equipment integral to teaching this course. You may opt out of the Fee by the end of September of each academic year by completing paperwork in the Faculty of Science's Academic Counselling Office. For further information on the process of awarding grants from the Fund or how these grants have benefitted undergraduate education in this course, consult the chair of the department or email the Science Students' Council at ssc@uwo.ca.