

COURSE SYLLABUS

COURSE TITLE: CHEMISTRY FOR EVERYONE**UNITS:** 3**PREREQUISITE:** None**INSTRUCTOR:** Kelly Boebinger**OFFICE LOCATION:** CYN 227 [Campus Map](#)**TELEPHONE:** 909.389.3291**OFFICE HOURS:** MWF 7:00a-7:30a, M 9:45a-11:00a, W 9:45a-10:30a**EMAIL:** kboebinger@craftonhills.edu Include CHEM 123 and your name in subject line

This course is not using Blackboard, it is using Canvas. On the first day of class students must log into [Canvas](#) to access this course and receive initial information from the instructor located on the announcement page of the course.

Students must purchase **A TEXTBOOK & MASTERING CHEMISTRY ACCESS CODE THAT ARE REQUIRED FOR THIS COURSE:** Conceptual Chemistry, 5th edition, eText with Mastering Chemistry (MC), Author: John Suchocki.

[Mastering Chemistry \(MC\) Website](#)

MC Course ID: CHEM123SEC71SP17

CHEM 123 COURSE DESCRIPTION: Chemistry for the non-science major. Presentation of the world of chemistry from the viewpoint of the consumer and citizen. Topics include the fundamental principles of chemistry, air and water pollution, energy sources, and forensic science.

OVERVIEW OF COURSE TOPICS AND TENTATIVE SCHEDULE

Week of	Week	Day	Topics	Assignments	Due Date
Mar 26	1	1	Lesson 1: About Science CH 1	Discussion Board Check-in 1-1 in Canvas Lesson 1 Homework (Mastering Chemistry) Lesson 1 Exam (Mastering Chemistry) <i>Syllabus and Canvas Quiz</i> (Optional for extra credit due Sun Apr 2)	Wed. Mar 29 11:59 PM
		2	Lesson 2: Particles of Matter & Air Pollution CH 2 & 16.6	Discussion Board Check-in 1-2 in Canvas Lesson 2 Homework (Mastering Chemistry) Lesson 2 Exam (Mastering Chemistry)	
Apr 2	2	1	Lesson 3: Elements of Chemistry CH 3	Discussion Board Check-in 2-1 in Canvas Lesson 3 Homework (Mastering Chemistry) Lesson 3 Exam (Mastering Chemistry)	Wed. Apr 5 11:59 PM
		2	Lesson 4: Subatomic Particles CH 4	Discussion Board Check-in 2-2 in Canvas Lesson 4 Homework (Mastering Chemistry) Lesson 4 Exam (Mastering Chemistry)	Sun. Apr 9 11:59 PM
Apr 9	3	1	Lesson 5: The Atomic Nucleus CH 5	Discussion Board Check-in 3-1 in Canvas Lesson 5 Homework (Mastering Chemistry) Lesson 5 Exam (Mastering Chemistry)	Wed Apr 12 11:59 PM
		2	Lesson 6: How Atoms Bond CH 6	Discussion Board Check-in 3-2 in Canvas Lesson 6 Homework (Mastering Chemistry) Lesson 6 Exam (Mastering Chemistry)	Sun. Apr 16 11:59 PM
Apr 16	4	1	Lesson 7: How Molecules Mix & Reactions CH 7 & 9.1 & 9.6	Discussion Board Check-in 4-1 in Canvas Lesson 7 Homework (Mastering Chemistry) Lesson 7 Exam (Mastering Chemistry)	Wed. Apr 19 11:59 PM
		2	Lesson 8: How Water Behaves& Acid Rain & Oxidation-Reduction CH 8 & 10.5 & 11.1	Discussion Board Check-in 4-2 in Canvas Lesson 8 Homework (Mastering Chemistry) Lesson 8 Exam (Mastering Chemistry)	Sun. Apr 23 11:59 PM
Apr 23	5	1	Lesson 9: Organic Chemistry & Nutrients of Life & Medicinal Chemistry CH 12.1-12.3,13.2, 13.4, 13.6, 13.8, 14.1, 14.2, 14.3	Discussion Board Check-in 5-1 in Canvas Lesson 9 Homework (Mastering Chemistry) Lesson 9 Exam (Mastering Chemistry)	Wed. Apr 26 11:59 PM

ATTENDANCE REQUIREMENTS:

On the first day of class students must log into Canvas to access this course and receive initial information from the instructor located on the announcement page of the course.

Attendance for an online class is in the form of logging onto the Canvas site, participating twice weekly in the discussion boards, and completing the assignments and tasks before the due date and time. If you miss 2 or more Discussion Board Check-in assignments, you may be dropped from the course.

You are expected to spend time for this course; an average of 10 – 16 hours online & offline per week, usually daily.

It is your responsibility to check your CHC campus email and Canvas Course Announcements daily during this course.

This is a fast-paced course (5 weeks), but not a self-paced course and you will be required to complete and submit the graded assignments before the due dates and work together as a class within the discussions. Therefore, the graded assignments and discussion boards are date-restricted to open as appropriate for the assignments.

Each of the five weeks of the course begins on Monday and ends on Sunday. Students are expected to check-in to the discussion boards twice a week (the first check-in between Monday – Wednesday, and the second check-in between Thursday and Sunday) and complete the assigned online course activities.

Successful students earn 3 units in Chemistry that may be applied to their education requirements at CHC, and the units transfer to CSU and UC.

TECHNICAL REQUIREMENTS:

Access to: a computer, tablet or similar device with internet connectivity and Canvas capability.

Canvas Course Website: A Canvas online site has been set up for this course. Assignments and other important course materials will be available on this site.

Your username will be your student ID number (not your name). Your password is also your student ID number (unless you have changed it). Here is a [Student Resource Video](#) to get familiar with Canvas.

If you need technical assistance: For Canvas Help, STUDENTS can DURING BUSINESS HOURS M-F 8am-5pm: SUBMIT A TICKET directly in the Course, by

- Clicking on the Help icon on the left side
- Clicking on REPORT A PROBLEM and filling out the information.

Or for the District help desk, twenty-four hour/seven days a week (24/7), please contact the SBCCD Help Desk at <http://stac.sbccd.org> or call 1-(877) 241-1756

MASTERING CHEMISTRY WEBSITE:

An access code to this website is required for this course. The homework assignments and exams will be administered on this website.

[Student Support with Mastering Chemistry link.](#)

COURSE OUTLINE:

Upon successful completion of this course the student will be able to:

- Describe basic atomic structure and properties.
- Identify basic components of the periodic table including atomic number and mass number.
- Classify and discuss types of matter, and changes in matter both chemical and physical.
- Discuss properties of air and pollutants.
- Explain covalent and ionic chemical bonding.
- Predict shapes and properties of molecules.
- Describe the states of matter and their properties.
- Explain chemical reactivity and give examples.

You can review your scores in *Mastering Chemistry* for the Lesson homework assignments and exams in the Grade Tab in Mastering Chemistry, the score are posted immediately after you complete the assignment or exam. Grades for the extra credit assignments given in Canvas and the Discussion Boards will be posted in *Canvas in Grades tab*; I will have all these graded and posted within 3 days of the due date. Notify the instructor immediately if you find any discrepancies.

Assignment	Points (pt)	Description
Discussion Board Check-in (x 9)	10 pt x 9 = 90 pt	Discussions will be completed in the Canvas Discussion area. Students will be required to check-in on the appropriate discussion forum twice every week (except only once for week 5).
Lesson Homework	10 pt x 9 = 90 pt	Problems will be assigned for each Lesson (1 – 9) in Mastering Chemistry
Lesson Exams	50 pt x 9 = 450 pt	Exams will be assigned for each Lesson (1 – 9) in Mastering Chemistry
Extra Credit Assignment # 1: Syllabus Quiz	10 pt	The first week of class, you will have an opportunity to take an online quiz on the course syllabus and Canvas. Quiz will be administered in Canvas, not the Mastering Chemistry site, and will not be available after week 1.
Extra Credit Assignment # 2: Course Evaluation	10 pt	Toward the end of the class, you will be asked to complete a survey and evaluate the online course. The link to the survey will be posted in Canvas, you have until the last day of class to complete it.
TOTAL	630 pt	GRADING SCALE: Your final course grade will be assigned based on the following scale; A 530 points or higher B 470 – 529 points C 410 – 469 points D 350 – 409 points F Less than 350 points

METHOD OF INSTRUCTION: Weekly Lessons: Each week (with the exception of week 5) consists of two lessons (day 1 and day 2). Day 1 is for the first half of a class week (Monday - Wednesday) and it will cover one Lesson from the eText, and day 2 is for the second half (Thursday - Sunday) and it will cover one Lesson from the eText. You are required to check-in on the discussion board for each lesson (so twice a week, with the exception of only one check-on for week 5).

I will open the weekly lessons two days early, on Saturday, so those of you that need to use the weekend or to start early can. The discussion board check-in for Day 2 will not be opened until Thursday morning of the week so it can be used to take attendance.

This course comprises 9 Lessons ~ (two Lessons each week, with one Lesson week 5) and will cover about two chapters (with some special topics at times) from your eText each week (the fifth week will cover brief sections of 3 chapters). For each Lesson you will be responsible to complete the homework problems and Lesson exam on the Mastering Chemistry website, and twice each week you will be required to participate in the discussion board in Canvas. There will NOT be a comprehensive Final exam.

- Read the chapters in the textbook (eText).
- Review the material provided in Mastering Chemistry Study Area tab. Each Chapter has many features to help you learn the subject. There are Chapter Guides, Question Sets, Self-Study

Activities, eText, Lecture PowerPoint slides (PPTs), Word Study and Tools. Try all the links and see what there is in store for you!

- **You may use notes on the exams.** Be sure to write “lecture” notes from information in the textbook, PPT slides or study activities.
- Complete and submit the Lesson homework problems in Mastering Chemistry.
- Participate in course discussion board through threaded discussions TWICE WEEKLY.
- Complete the online activities and assignments.
- Take the Lesson Exam in Mastering Chemistry.
- Check CHC email often.

EXAMINATIONS:

- There will be nine Lesson exams; you will take them in the Mastering Chemistry website for this course. Each exam is on one Lesson, 50 points each exam. You will have two Lesson exams each week. I have chosen to give two separate exams each week on individual Lessons instead of one exam per week on two Lessons. This way you can concentrate on the one Lesson at a time. You may attempt to take the exam only one time so be prepared, and it will have a time limit.
- On examinations, you will be responsible for anything covered in the in the textbook, PowerPoint Lecture Slides, and anything presented in the online course content.
- Exams will be taken online. You have a time limit of 30 minutes. Do not navigate away from the exam once you have started it (for example, do not click on the eText or Study Area button), the system will think you are finished, and will lock you out of the exam. I cannot reopen the exam for you once you start it.
- You may use the textbook, notes and a calculator for all exams.
- You are responsible for academic honesty; you may not give help or receive help from others for the exams.
- There will not be a comprehensive final exam.

EXPECTED STUDENT LEARNING OUTCOMES (SLOs):

Upon successful completion of this course, students will acquire:

1. Knowledge of the basic areas of chemistry such as the structure and properties of matter, the transformations from one form of matter to another and the associated energy transformations.
2. Critical thinking in chemistry including interpretation, evaluation, explanation and critical inquiry; how to ask appropriate questions, gather relevant information efficiently and creatively, sort through this information, reason logically from this information and come to reliable and trustworthy conclusions.
3. Ability to collect, analyze and articulate results clearly and effectively in speech and in writing in an acceptable style of presentation. The ability to follow directions given both in written and verbal form.

ASSESSMENT OF STUDENT OUTCOMES: Student assessment is evaluated by means of classroom participation, exams, quizzes, and homework.

- Discuss the relationship of chemistry with current event topics such as acid rain and forensic science.
- Explain the relationship of chemistry with nutrition, and medicine.
- Discuss types of nuclear power.
- Identify classes and properties of hydrocarbons.
Explain energy in terms of hydrocarbons.
- Identify and describe different reaction types such as combustion, acid-base and oxidation-reduction.

ASSESSMENT METHODS: Your course grade will be based on your performance in the following assignments and exams.

POLICIES ON COMMUNICATION, EMAIL, AND TECHNICAL ISSUES:

*My goal is to be as responsive and helpful to you as possible. That said, **I am not online 24 hours a day**. Please know that I am a very interactive instructor and will be online every weekday (usually mornings) except campus closures, holidays & weekends.*

The Announcements area of Canvas: Will be used to post daily reminders, changes, revisions or issues related to the course. Be sure to check daily. Email announcements will be sent to your official student email address given by the school district SBCCD.

The instructor will monitor the Canvas site. If the Canvas site experiences technical difficulties that impact assignments, quizzes or exams, due dates may be adjusted by instructor. If you run into a technical problem that impacts your ability to complete your work on time, you must contact the instructor *before* the due date to discuss the problem.

Preferred Method of Communication: Ask the Instructor on the Discussion Forum - Think of this as my online office: I have created two discussion forums; **Ask the Instructor** and **In the Hall**, these are located at the top of the discussion board for posting questions about course content or assignment directions.

The preferred method to contact me is to please post all questions to the course forum *Ask the Instructor* before emailing me unless it regards a private matter or grades. The *Ask the Instructor* discussion forum is the place to ask a question which pertains to all participants in the course. There are no dumb questions except unasked questions. If you have a question it is likely others do as well, and everyone will see the answer as soon as you do when we use the public forum. Even better, your colleagues may have the answer for you! If someone knows the answer to a question before I login, please jump in and help each other. The *In the Hall* forum: This board is for you the students. I do not visit this discussion area--it is yours to discuss concerns and issues. Please remember to treat each other with respect.

Private Email Communication with the Instructor: All students are required to use their campus assigned email. Any emails sent to the instructor with questions, concerns, or issues will be answered within 1-2 business days. The subject line of the email must include the course number (CHEM 123) and your first and last name. Emails without subject line information will not be read. If you have not received a response within two working days, please resend message with "2nd request" added to the subject line.

My Online Schedule: I will always check the *Ask the Instructor* forum first when logging into the course. In general, I will be logging into the course every morning Monday - Friday. I also teach face-to-face courses at Crafton Hills College, so I will be responding to you at various times in the day, usually in the morning, within 1-2 business days. Do give me at least 48 hours before emailing the same question again. If you get no response from me to an email or a discussion board posting within 3 days then you know I haven't seen the email/posting. Somehow I have missed it. Send or post it again, please! This won't hurt my feelings, as I want to provide the best possible feedback, but I am human and occasionally miss things. And sometimes emails go into some kind of "cyber black hole" and are never received.

When Grades will be posted: If assignments are due at midnight on Sunday night, then I will post grades for the module by midnight on Wednesday night. However, I will not grade any assignments

before the assignment due date. This is for both of our benefits. Mastering Chemistry displays the score immediately for homework and exams.

Working Ahead of the Schedule: I know the challenges of being an adult learner. I have the links & assignments for each week “Day 1 & Day 2” open the Saturday before the beginning of the week. If you know your schedule for that week prevents you from participating in the class later in the week, you may work on the “Day 2” assignments earlier in the week; with the exception of *the discussion board check-in for Day 2 will not be opened until Thursday morning of the week so it can be used to take attendance*. However, I will not open more than the current week's forum. This helps everyone focus on the content for this week without being distracted or feeling behind.

LATE WORK/MAKE-UP POLICY: All work must be turned in by their due dates for credits. NO late work will be accepted except under documented extreme emergency situations that are communicated to the instructor *prior* to the due date. You are responsible for starting your work early and completing them by their deadlines.

SUPPORT: Support is available from your instructor by email, online discussion board, office hours, & voice mail. If you need technical or Canvas assistance SBCCD provides twenty-four hour/seven days a week (24/7), please contact the SBCCD Help Desk at <http://stac.sbccd.org> or call 1-(877) 241-1756. Need help with Mastering Chemistry? [Student Support with Mastering Chemistry link](#).

Crafton Hills College complies with the Americans with Disabilities Act. If you need accommodations due to a documented disability, please contact Disabled Student Services (DSPS): [Website Link](#), Location on campus in CCR-101 [Campus Map](#), or phone: 909.389.3325, TTY Number: 909-794-4105, or Email: chc_dsp@craftonhills.edu

Requests for DSPS special arrangements for exams must be properly documented and submitted to the instructor 7 business days prior to the exam. Submitted documents are good for the rest of the semester; students must resubmit documentation each semester.

ACADEMIC HONESTY: Plagiarism and cheating will **not** be tolerated. Students who commit plagiarism or cheating will receive a zero on the assignment or exam and may be subject to the College's disciplinary actions.

EXPECTATIONS, GOALS, AND ADVICE: Assignments and other important course materials will be posted on Canvas in a timely manner. Faculty has a responsibility to maintain a positive learning environment for all students. Students share in this responsibility. In order to get the most benefit from and succeed in this class, you should:

- ✓ Participate fully in all class activities. Stay on track by managing your time well.
- ✓ Give yourself ample time to complete assignments. This is a college-level course and as such there are numerous assignments, exercises, and reading to be completed on your own time.
- ✓ **ASK QUESTIONS!** Contact me and/or schedule conferences with me when help is needed.
- ✓ Buddy up with another student or students. Exchange phone numbers and/or email addresses, share notes, discuss assignments.

*You are encouraged to work together, discuss class materials, assignments and projects and to help each other as individual interests and abilities permit. However, each student is responsible for his/her own work. **Copying another student's answers or using another's project files is considered cheating and will result in a zero on the project or exam for all students involved, who in addition may be subject to the College's disciplinary actions.***

- ✓ It is important that all communication and interaction with each other during this course be professional, courteous and respectful. You will be dropped from this course if you use profanity, racial or sexual slurs, or post any other type of derogatory comment.
- ✓ Complete assignments on time. Each homework, project or exercise is designed to prepare you for the next. If you are having difficulties come see me.

DO NOT WAIT UNTIL THE WORK IS LATE!

TIME MANAGEMENT: Plan your time wisely, the flexibility of an online class is there so you can pick the time of day that you engage in the class. Keep in mind that unfortunately, technology issues do arise, so you may want to plan on starting assignments early. You can turn in an assignment as soon as the link is available. All assignments have an open window of a number of days that you can submit the assignment.

I encourage you to submit your assignments including, the exam, a day or two before the due date (this is something I have learned from teaching online in the past). If there is a problem with something that you have submitted, I will do my best communicate with you to let you know there is a problem. I will contact you via CHC email and let you know what the problem is, and if it is something that you can fix, and if there is still enough time before the assignment is due, you may be able to fix it and resubmit the assignment. If you wait to turn something in last minute, there may not be enough time for us to communicate and get the problem resolved before it is due.

WHEN THERE ARE PROBLEMS:

If you are having difficulties with understanding the course work, contact the instructor during office hours, right away before you get behind. I want to talk to you if you need help. I will maintain office hours during which you can expect to find help for any problem related to Chemistry 123. **IF YOU NEED HELP ON ANY ASPECT OF THE COURSE, DON'T PUT OFF GETTING HELP UNTIL IT IS TOO LATE - MAKE USE OF YOUR INSTRUCTOR.**

Problems do arise - students and instructors become ill, or family problems occur, and so on. **IF YOU HAVE AN INDIVIDUAL PROBLEM, LET ME KNOW ABOUT IT AS SOON AS POSSIBLE.** Instructors in general are sympathetic about a problem that is reported; however, instructors are unlikely to be sympathetic about an excuse for something that happened three weeks previously.

DROPPING THE COURSE:

If you should decide to drop the course during the semester, you must drop online through the campus website, or go to the admissions and records office and officially drop using an add/drop form.

*****Please note that you may be dropped from the course if you miss two or more Discussion Board Check-in assignments, or if it appears you are not actively participating in the course. It is also possible that I will not automatically drop you from this course; it is your responsibility to officially drop through the admissions and records office. Be sure to take note of the last day to drop the class and to withdraw from the class.******

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student's progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.
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