CRN: 23069
Section:01
Instructor: Dr. Nadee Lokupitiya Ph.D. (she/her)
Office hours: Schedule an appointment by email
Email: lokupitiyahn@CofC.edu
Class Information: Tuesday 7:00 – 8.50 p.m. ONLINE Synchronous and Recorded
This syllabus is subject to change by the professor at any time. All changes will be announced via OAKS.

Description: This course reviews mathematical manipulations common to general chemistry. It serves as a good preparation course for CHEM 111. (1 credit hour)

Student Learning Outcomes:
1. Students will demonstrate the ability to solve a variety of chemistry problems by applying the ability of mathematical problem solving and understanding of the metric conversions and significant figures.
2. Students will describe the parts of the atom, identify the most common elements of the periodic table, and use the understanding of the Mole concept to solve the problem.
3. Students will identify the types of compounds and name them, show the ability to balance chemical equations and use the stoichiometric relationship to calculate theoretical and percent yields.

Course Requirements:
Calculator
Hardware:
1. Computer with high-speed internet access, sound card, microphone and external speakers or headphones.
2. Webcam for class participation and attendance.
Software:
1. Consistent and reliable access to high-speed internet.
2. Adobe Acrobat Reader to view assigned readings.
3. Word processing software to construct written assignments.
4. Zoom account: If you don’t already have a zoom account through the CofC, go to https://cofc.zoom.us/ to sign up. Its free!

Structure of the Course:
You will attend the scheduled online zoom lecture which counts towards your attendance credit. You will also complete homework assignments, quizzes, and exams. The course contains 7 modules. Within each module, there will be videos, power points, homework assignment and a quiz. Final exam will be available on OAKS at the regular zoom meeting time it will be a cumulative multiple choice test.
Community Learning:
Lecture via Zoom: I expect students to be active participants in the learning process as learning something you do, not something done to you. The key is that each of you remain committed to engaging this online class through Zoom and OAKS. Participation for the scheduled Zoom meeting is mandatory and count towards your attendance credits. Also, it is highly encouraged to ask questions or post your questions in Zoom chat that I will be answering at the last 10 min of the lecture.

As a participant, you will need to be courteous in your interactions with the instructor, with other students and within the overall class setting. Any sort of insulting comments or inflammatory remarks will not be tolerated. Below are a set of recommendations for “netiquette” in this class.

Netiquette: Netiquette is a combination of the term “Network Etiquette.” Because online communication generally lacks visual cues common to face-to-face interactions, I expect everyone to follow these standards when interacting with each other.

• Be sensitive to and reflective about what others are saying.
• Use appropriate capitalization. **Using all capital letters is the equivalent of yelling.**
• Be mindful of “flames” These are outbursts of extreme emotion or opinion.
• Think before you hit the post (enter/reply) button. You cannot take it back!
• Use appropriate language. Be cautious of offensive language.
• Be forgiving. Anyone can make a mistake.
• Be supportive of others’ attempts to learn by embracing your ability to enhance others’ learning experiences.
• Use abbreviations or acronyms only if the entire class knows them or define them for others to know.
• Keep the dialogue collegial and professional.

Communication: For issues of a personal nature, please send me an e-mail at lokupitiyahn@cofc.edu.
When you email me please include,
1. CHEM 103 in the subject line
2. Include a respectful greeting (for example, Hi Dr. Nadee or Dear Professor Nadee)
3. Include your full name and proofread your email

I am more than happy to answer your questions and willing to spend time to make sure you learn the materials and thrive in the class. However, before emailing me, you must check three things:
1. Look up the class schedule and syllabus for possible explanations for your question
2. Check in the posts of the discussion board and OAKS announcements
3. Ask other classmates.

You can get an appointment for office hours via an email, and we can discuss your questions and concerns via a Zoom meeting.

Graded coursework:
It is your responsibility to log into the course at least 4 times per week to check the announcements, participate on the discussion boards, check the calendar, and review and
complete homework assignments and quizzes through OAKS.

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<tbody>
<tr>
<td>Homework assignments</td>
<td>40%</td>
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<tr>
<td>Attendance (zoom participation)</td>
<td>10%</td>
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<tr>
<td>Quizzes</td>
<td>30%</td>
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<tr>
<td>Final exam</td>
<td>20%</td>
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**Homework assignments (40%)**: You will have to complete your weekly homework assignments found in OAKS modules. Each module will open on Tuesday 12.00 a.m. and due on following Monday 11.59 p.m. **Computer failure/unavailability does not constitute an excuse for not completing assignments by the due date. I highly recommend you complete your assignments early as 1 day before the due date.** There will be 6 homework assignments and the lowest grade out of those assignments will be removed when calculating the final grade. You have to explain the steps of your answer and video record as you do it and scanned your work using adobe scanner. Then you must upload your video file and the scanned documents into OAKS homework folder. Failure to follow the instruction will lead to lose your points for the assignments. Late work will not be graded.

**Zoom participation (10%)**:  
We will be meeting online at scheduled days and time using Zoom. **I expect all students to be on time and attend every online meeting.** I will be taking attendance during the first 10 min of the zoom meeting. Anyone who joins after that will receive no credits for that meeting. Also, we begin the zoom meeting by doing a quiz that will test the previous week’s materials. You will have to finish the quiz in 20 min before starting the lecture. You will not get any extra time if you cannot participate on time.

**Quizzes (30%)**:  
You will have to complete your weekly quiz found in OAKS modules. The quiz will be available on Tuesday 7.00 p.m. and due on Tuesday 7.20 p.m. You will have to present via zoom when you do the quiz. We will begin the zoom lecture right after the quiz. No extra time will be provided for the late logins. There will be 6 quizzes and the lowest quiz grade will be removed when calculating the final grade. **Computer failure/unavailability does not constitute an excuse for not completing quiz on time.**

**Final exam (20%)**:  
Final exam will be available on OAKS at the regular zoom meeting time. The final exam will be a cumulative multiple-choice test based on material covered in the lecture course. You must present through the zoom when you take the test.
**Syllabus**
**Calculation in Chemistry – CHEM 103 – Spring 2022**

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<th>Letter</th>
<th>%</th>
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<tr>
<td>A</td>
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<td>A-</td>
<td>90-92</td>
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<td>B+</td>
<td>87-89</td>
<td>3.3</td>
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<td>B</td>
<td>83-86</td>
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<td>B-</td>
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**Makeup Policy:** There are no make-up quizzes or homework assignments and a grade of zero will be assigned for any missing material. The lowest quiz grade and the homework grade will be dropped in the calculation of the final average.

**Center for Student Learning:** The Center for Student Learning’s (CSL) academic support services provide assistance in study strategies, speaking & writing skills, and course content. Services include tutoring, Supplemental Instruction, study skills appointments, and workshops. Students of all abilities have become more successful using these programs throughout their academic career and the services are available to you at no additional cost. For more information regarding these services please visit the CSL website at [http://csl.cofc.edu](http://csl.cofc.edu) or call (843) 953-5635.

**Technology Troubleshooting:** If you have questions or problems related to the course, please follow the communication procedures noted above. If you have technical problems, please contact Student Computing Support or Helpdesk using these methods:

- **Student Computing Support**
  - 843-953-5457
  - studentcomputingsupport@cofc.edu
  - blogs.cofc.edu/scs

- **Helpdesk**
  - 843-953-3375
  - helpdesk@cofc.edu
  - it.cofc.edu/help/helpdesk

It’s important to resolve technical problems swiftly, so do not delay getting support. Computer failure or unavailability does not constitute an excuse for not completing assignments.

**Disability Accommodation:** This College abides by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. If you have a documented disability that may have some impact on your work in this class and for which you may require accommodations, please see an administrator at the Center of Disability Services/SNAP, (843) 953-1431, or me so that such accommodation may be arranged.
Inclement weather: If the College of Charleston closes and members of the community are evacuated due to inclement weather, students are responsible for taking course materials with them in order to continue with course assignments consistent with instructions provided by faculty. In cases of extended periods of institution-wide closure where students have relocated, instructors may articulate a plan that allows for supplemental academic engagement despite these circumstances.

Honor Code: Lying, cheating, attempted cheating, and plagiarism are violations of our Honor Code that, when identified, are investigated. Each incident will be examined to determine the degree of deception involved.

Incidents where the instructor determines the student’s actions are related more to a misunderstanding will handled by the instructor. A written intervention designed to help prevent the student from repeating the error will be given to the student. The intervention, submitted by form and signed both by the instructor and the student, will be forwarded to the Dean of Students and placed in the student’s file.

Cases of suspected academic dishonesty will be reported directly by the instructor and/or others having knowledge of the incident to the Dean of Students. A student found responsible by the Honor Board for academic dishonesty will receive a XF in the course, indicating failure of the course due to academic dishonesty. This grade will appear on the student’s transcript for two years after which the student may petition for the X to be expunged. The student may also be placed on disciplinary probation, suspended (temporary removal) or expelled (permanent removal) from the College by the Honor Board.

Students should be aware that unauthorized collaboration--working together without permission-- is a form of cheating. Unless the instructor specifies that students can work together on an assignment, quiz and/or test, no collaboration during the completion of the assignment is permitted. Other forms of cheating include possessing or using an unauthorized study aid (which could include accessing information via a cell phone or computer), copying from others’ exams, fabricating data, and giving unauthorized assistance.

Research conducted and/or papers written for other classes cannot be used in whole or in part for any assignment in this class without obtaining prior permission from the instructor. Students can find the complete Honor Code and all related processes in the Student Handbook at http://studentaffairs.cofc.edu/honor-system/studenthandbook/index.php
Syllabus
Calculation in Chemistry – CHEM 103 – Spring 2022

Topics Covered in 103 Lecture

<table>
<thead>
<tr>
<th>Chapters in Textbook</th>
<th>TOPIC</th>
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<tbody>
<tr>
<td>Chapter 1</td>
<td>Numbers in Scientific Calculations</td>
</tr>
<tr>
<td>Chapter 2</td>
<td>The Metric System</td>
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<td>Chapter 3</td>
<td>Atoms-and Significant Figures</td>
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<td>Chapter 6</td>
<td>Atoms, Ions, and Periodicity</td>
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<td>Chapter 7</td>
<td>Writing Names and Formulas</td>
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<td>Chapter 8</td>
<td>Moles and Balancing Equations</td>
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<td>Chapter 9</td>
<td>Stoichiometry</td>
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Tentative Schedule

March 1  
**Zoom Lecture:** Course Introduction  
Chapter 1 & 2  
**OAKS:** Module 1: Homework 1 -Due on March 13th 11.59 p.m.

March 8  
Fall break: No lecture

March 15  
**Zoom Lecture:** Chapter 3  
Quiz 1: March 15th 7.00-7.20 p.m.  
**OAKS:** Module 2 – Homework 2-Due on March 20th 11.59 p.m.

March 22  
**Zoom Lecture:** Chapter 6  
Quiz 2: March 22nd 7.00-7.20 p.m.  
**OAKS:** Module 3: Homework 3 -Due on March 27th 11.59 p.m.

March 29  
**Zoom Lecture:** Chapter 7  
Quiz 3: March 29th 7.00-7.20 p.m.  
**OAKS:** Module 4: Homework 4 -Due on April 3rd 11.59 p.m.

April 5  
**Zoom Lecture:** Chapter 8  
Quiz 4: April 5th 7.00-7.20 p.m.  
**OAKS:** Module 5: Homework 5 -Due on April 10th 11.59 p.m.

April 12  
**Zoom Lecture:** Chapter 9  
Quiz 5: April 12th 7.00-7.20 p.m.  
**OAKS:** Module 6: Homework 6 -Due on April 17th 11.59 p.m.

April 19  
**Zoom:** Review and answer questions  
Quiz 6: April 19th 7.00-7.20 p.m.

April 26  
**Zoom:** Final exam 7.00-8.30 p.m.