CHEM 2325 Organic Chemistry  Spring 2018

Dr. Carl Dirk; 747-7560; cdirk@utep.edu; PSCI 309 c & d

Contacting me: it is best to use email. I check email throughout the day and weekends. I have access to my office phone much less frequently.

Office hours: Tentatively, M & W 10:30-12:00PM, though this may change once the semester starts. Note that I’ll also be available by appointment. Note that I will not be holding office hours on the day of an exam due to the need to devote that time to grading.

Class Scheduling: The course class meetings are scheduled Monday, Wednesday, Friday  9:30AM-10:20AM.

Textbook:  The textbook you will be using is Organic Chemistry, 12th edition by T. W. Graham Solomons, Craig B. Fryle, and Scott A. Snyder,  Published by John Wiley & Sons 2016. You must have a version which includes WileyPLUS. Note that we will be utilizing an online learning system associated with this book called WileyPLUS (WP) administered through UTEP Blackboard when the semester starts. WP assignments will be part of your grade. The WP activation code is entered through Blackboard, not through accessing WP directly through the internet. You will not be able to enter the WP code until January 16, once UTEP Blackboard activates Blackboard access for the course. Possible textbook versions are discussed below. This book, in any version, will serve for Fall CHEM 2324 and Spring CHEM 2325, though, for all versions, WileyPLUS access will expire at the end the Spring 2018 CHEM 2325 course.

Versions:

1) (recommended) A binder ready print version (ISBN 9781119238249) should be available in the UTEP bookstore. The binder ready version from the bookstore comes with the WP code to give you access. If you purchase this version from elsewhere, you have to make sure you get one that includes the WP code. I checked the UTEP bookstore on 8/7/2017, and the book was listed at $177.50. Make sure that the shrink-wrap has not been broken and that someone may have taken the WP code document.

2) Fully bound print version with WileyPLUS. (ISBN 97811119463283). This will likely be the most expensive version, and may not be in stock at the bookstore. I expect the cost will likely be at least $250, and possibly over $300.

3) Online only version; no print copy. You would access this version through Blackboard. It has all of the same content as the printed version, along with additional content inherent to WileyPLUS. You can purchase this copy through Blackboard for the course by clicking on any WileyPLUS Icon in the course Blackboard. I recommend you first watch the video on the course Blackboard which explains registration procedures. This version will likely be less costly than option 1 discussed above, but, again, has no print copy.

4) This option would be similar to option 1, above, but would include a downloadable electronic copy of the book, possibly in PDF format. This downloadable electronic copy would not expire at the end of the CHEM 2324/2335 sequence, and is yours for permanent keeping. The cost will likely be more than option 1, but possibly less than option 2.

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All versions cited above which include WileyPLUS also include a full electronic online version of the textbook, through WileyPLUS (through Blackboard). For all of these versions, you will not have access to WileyPLUS (including your online textbook) until January 16, 2018. Anyone who purchases a print version option can begin reading their print textbook as soon as you purchase.

WileyPLUS assignments will be part of your grade, so you will need to adopt some option, hardcover or solely-electronic, that provides access to WileyPlus.

It is your responsibility to purchase the textbook in a timely manner and enroll in WileyPlus to undertake assignments for the class. Failure to enroll in WP, or, failure to enroll before an assignment deadline means you could earn a zero for some assignments.

Note that if you are unsure if you might continue with the course after starting, you can choose a 14 day free trial option of WileyPLUS. After the 14 day trial, you would be asked to purchase a WP activation code. Up until the end of your 14 day trial, your assignment grades will be recorded to Blackboard. However, if you do not activate your WP account before the end of the 14 day period, or you wait too long after the end of the 14 day period, some assignment grading deadlines may pass, and grade credit may be lost. and cannot be recovered. It is your responsibility to activate your WP account in a timely manner if you choose the free trial option.

You cannot share WileyPLUS accounts with another individual. Every enrolled student must have their own WileyPLUS account.

To my knowledge, there are no used copies of the book, in any version, that include the WP activation code. Note that a used version may have a code which has been used and is expired. Be cautious about scams. You could check with the publisher on used copies with a new WP code; such an option may not be less costly than the options listed above. Also, if you access an international version of the book, I do not know whether it would come with a WP activation code, or, if that code would work in the United States.

**WileyPLUS Technical support:** A link to WileyPLUS technical support can be found through Blackboard for this course. In Blackboard, go to your course (Organic Chemistry (CHEM_2325_22300.201820)), and click on the heading “WileyPLUS registration & Help”). It will open a window which provides a link “WileyPLUS Technical Support”. Click on that link to open a window to WileyPLUS Technical Support. Contact WileyPLUS LIVE CHAT if you have any questions or issues with WileyPLUS, including registration. **Do not email me about technical problems unless you can provide proof, either email or CHAT transcript, that you contacted WileyPLUS technical support first, and, that they instructed you to come to me.** They are available to help you 24 hours M-F, and 4-midnight on weekends.

**Recommended Internet Browsers and setting for using WileyPLUS:** So far, it looks like CHROME works well. I have seen some issues with Firefox, though perhaps Wiley will resolve those soon. I have only briefly tested MS Edge, and have seen no problems. If you use “NoScript” or “Adblocker+”, or similar applications, you will have to allow or whitelist all sites connected with the functioning of UTEP Blackboard and WileyPLUS. If you are having difficulty, contact WileyPLUS Technical Support, or UTEP Blackboard technical support. I cannot, myself, offer expert technical support.

**Watching online videos about WileyPLUS:** One can find on the internet a number of videos for students (and instructors). Most of these videos deal with circumstances where one logs directly into WileyPLUS, not through Blackboard. When logging in directly, one would first see the WileyPLUS home page for the course/book, and navigate from there. However, in Blackboard, the home page is usually skipped and

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**Course coverage:**

For Spring 2018, we will cover chapters 9-22 of your textbook. I have placed links to the online version of these chapters in your textbook on Blackboard. You can click on these links to access a reading assignment. You can also access some of this material in a print version of the book if you chose a textbook option that provided you with a print version. Note that the online version of the textbook contains many videos and other online tools not available in your print version.

This second semester of organic takes advantage of the introductory concepts learned in a first semester course. We start the course with NMR (chapter 9) with which we ended CHEM 2324. Thus, the first exam will give students chance to build up some momentum with a topic for which they may have already been exposed in CHEM 2324 or when they otherwise completed the first semester of organic.

Exam 1: NMR of Chapter 9

The content for each subsequent exam is summarized as follows

- Exam 2: mass spectrometry of Chapter 9 & Chapter 10
- Exam 3: Chapters 11 & 12
- Exam 4: Chapters 13 & 14
- Exam 5: Chapters 15 & 16
- Exam 6: Chapters 17, 18, 19

Final exam: Comprehensive of chapters 9-22

**Exam Administration:**

All in-class exams are multiple choice and will use the standard Scantron® form 882-E (green). You are responsible for bringing this form to class for each exam. You are also responsible for bringing the necessary pencils, eraser and small portable pencil sharpener. Pencils and erasers will not be provided, and there is no guarantee of a working pencil sharpener in the lecture hall.

You cannot turn in your exam after you exit the room. If you exit the room with your Scantron®, your exam grade will be zero. If I exit the room without your Scantron®, your grade will be zero.

Note that I photocopy all scantrons® before they are returned to you. Do not attempt to change your scantron®. Such attempts will necessarily be reported as a violation of the University academic honest policy.

This is a large class, and will require cooperation from you to execute administration of exams with a minimization of disruption. There are two possible exam administration scenarios. If the class is small enough, we will have students sit in alternate seats. If the class is too large, students will sit adjacent to one another, but will be given different exam version to impede cheating.

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When you arrive for an exam:

1) No talking once you enter the classroom. Some students may have already begun their exam.
2) Turn off your cell phone or place it on silent. No answering of calls or messages throughout the exam.
3) Your textbook and loose papers should be packed away under your seat or that of the person in front of you. You can only have your exam, Scantron®, pencils, eraser, and sharpener on your desk.
4) No hoods or hats over or on your head. Please comply if we remind you to remove a hat.
5) If the class is too large (you will be informed if we need to do this), we will execute the following organization.
   a. As you enter, fill rows from the front. Do not sit in empty rows further back. Rows that are filled receive their exams first, and can start their exam immediately.
   b. Leave no empty seats between you and any other person in the row. If someone is sitting in a row, sit next to them, not with a space in-between.
      i. The lecture hall is at maximum capacity for this course, and there will likely be no empty spaces. All seats will be filled.
      ii. Students in adjacent seats will be given different exams; either exam A or Exam B. You cannot sit next to someone with the same version of the exam. You are responsible for correctly writing the version of your exam on your Scantron®.
      iii. You are responsible for ensuring that your exam is different from the person on either side of you. Different exams will be printed on different color paper.
      iv. Students in rows with empty seats between students will not receive an exam until they fill the seats between them, and, the row has been filled.
   v. Once you receive the exam, you cannot relocate to a different seat.
   vi. Completed rows will receive exams and can commence the exam immediately.
6) On your Scantron®:
   1. Write your name in the NAME box.
   2. In the SUBJECT box, write your student ID number
   3. In the “TEST NO.” box write either “A” or “B” to identify which exam version you are taking. This is only necessary if we are using more than one version of the exam (see above).
   4. Write clearly. You are responsible for failing to identify you or the exam version.

The first six exams will be scheduled for 45 minutes. Your semester exams will end at 10:15AM. Five minutes of the 50 minute class period are reserved to collect exams.

No questions will be answered during the exam. If you believe you identified an error in the exam, after the exam, please communicate such to Dr. Dirk by email. Make sure you identify which exam version you have. If a correction is necessary, Dr. Dirk will make the correction to all student’s grades and will announce this to the entire class.

When you complete the exam:
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1) Check to make sure your name, student ID #, and test version (either A or B) are entered correctly on your Scantron®

2) At the front of the room, there will be different locations for returning Scantron®s for exam A and Exam B. Make sure you turn in your Scantron® to the correct location.

3) You may keep your exam (not the Scantron®). Answer keys will be posted on Blackboard after the exam. If you decide not to keep your exam, please dispose of properly in recycling.

4) You may be requested to show ID. If you do not have ID with you, your photo may be taken until you can bring ID to verify your identity.

5) Once you leave your chair to turn in your exam, you cannot continue to work on your exam before you turn it in. Decide you have completed, or not, before you get up.

Different versions of the exam are equivalent in challenge. No version is easier than the other.

**Grading components:**

1) Sixty two (62) Mastery Assignments; administered online through Blackboard/WileyPLUS. The Mastery assignments contribute a total of 25% of your grade. Discussed further below.

2) Fourteen (14) ORION tutorial self-assessment practice assignments. ORION assignments contribute a total of 7% of your grade; administered online through Blackboard/WileyPLUS. Discussed further below.

3) Six (6) semester exams, 45 minutes in length. The two lowest scores of the six 45 minute semester exams are dropped, and your four highest exam scores each contribute 10% to your grade. Semester exams are scheduled as follows:
   a. February 2, 2018
   b. February 16, 2018
   c. March 2, 2018
   d. March 23, 2018
   e. April 13, 2018
   f. April 27, 2018
   g. Note that the six semester exams will not necessarily have the same number of questions, but will each have outcomes normalized to a scale of 0-100. See grading discussed below.

4) Final exam, scheduled May 9 at 10:00AM. Your final exam contributes a total of 28% of your grade. Your final exam cannot be dropped.

There are no reviews for exams, though relevant example questions are included in most lectures.

The course withdrawal date for this semester is March 29, so, you should have four exam grades by that date in order to make an informed decision on your progress.

**To calculate your raw score (0-100) in the class:**

1) Divide your total Mastery score by 620 and multiple by 100, then multiply by 0.25. Call this quantity WMS.
   a. Each Mastery assignment has a maximum of 10 points with a maximum of 620 points for all Mastery assignments. In Blackboard, you should be able to find all of your individual Mastery scores, and the total.

2) Divide your total ORION score by 140 and multiply by 100, then multiply by 0.07. Call this quantity WOS.

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a. Each ORION score has a maximum of 10 points with a maximum of 140 points for all ORION assignments. In Blackboard, you should be able to find all of your individual ORION scores and your total ORION score.

3) Take your four highest semester exam scores. These should already be on a scale of 0-100. Multiply each by 0.10. Add them together. Call this quantity WSES.

4) Take your Final exam score. It should already be on a scale of 0-100. Multiply your final exam score by 0.28. Call this quantity WFES.

5) Your total raw score for the course equals WMS + WOS + WSES + WFES.

You should be able to evaluate your status throughout the course with regard to the letter grading policy explained below. As explained below, how you fit into the class curve is not known until the end of the course, but you can still evaluate yourself on the raw (uncurved) grading guidelines. See below.

**Makeup exam policy**

1) Generally there are no make-ups for missed exams.
   a. If you miss one exam, for any reason, it will become your dropped grade. No makeup will be provided for the first-missed exam (except, see below under 2b).
   b. If you miss two exams, then you will make up the second exam you missed within one week, or when I can best schedule.
      i. Unless you are incapacitated (unconscious, under emergency medical care, etc.), you must contact me by email the day of the missed exam to inquire about a makeup. Inquiries after the day of the missed exam will not be considered.

2) Some students miss exams as a consequence of university sanctioned activities. University sanctioned activities include, for example, sports, artistic presentations (theater, music, dance, etc.), presenting ones’ research results at a conference, etc., which require you to be absent from a class. These circumstances qualify for a makeup exam.
   a. Students who may miss an exam because of a university sanctioned event must notify me by email at least seven days prior to the scheduled exam. They should provide the name of the event, their role, and the name and email address of a coach or faculty member associated with the activity.
   b. If I am administering a makeup exam to students who qualify because they were absent for a university sanctioned activity, then it may be possible to include students who missed their first-missed exam for an otherwise justifiable reason other than a university sanctioned activity. I will judge whether that reason is justified.
      i. If no students are to take a makeup exam because of absence for a university sanctioned activity, no makeup exam will be administered to anyone else who missed their first exam. It will be your dropped exam grade.

3) The content of any makeup exam is at my discretion. It will not be identical to the exam you missed. It may be a written exam, and may not be Scantron® or multiple choice. Be prepared to write out structures and mechanisms.

4) Only one makeup exam (when justified under Makeup exam policies 1b or 2 above) will be administered. If you fail to show for that makeup exam, you will receive a zero. There will be no subsequently scheduled makeup exam for a missed makeup exam.

5) If you miss the final exam for the course, there is no makeup except under policy 2. If policy 2 does not apply, then you will receive a zero for the final exam if you miss the exam. The final exam does not qualify for a dropped exam grade. If illness becomes a genuine issue for you
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If you are late for the start of any exam, there will be no extension of time to complete the exam.

Final grade assignment:
Your raw score will range 0-100 using the methods described above. You will receive the highest letter grade from either of the following two schemes.

1) Raw (uncurved) grading scheme:
Raw grade is $\geq 89.5$ is A
Raw grade is $79.5 \leq $ and $< 89.5$ is B
Raw grade is $69.5 \leq $ and $< 79.5$ is C
Raw grade is $49.5 \leq $ and $< 69.5$ is D
Raw grade is $< 49.5$ is F

2) Curved grading scheme: Raw grades will be evaluated as a normal distribution. Grades will be assigned as follows:
   a. $75^{th}$ percentile or higher is A
   b. $\geq 55^{th}$ percentile and less than the $75^{th}$ percentile is B
   c. $\geq 16^{th}$ percentile and less than the $55^{th}$ percentile is C
   d. $\geq 5^{th}$ percentile and less than the $16^{th}$ percentile is D
   e. $< 5^{th}$ percentile is F

The percentile is NOT your raw score. It is where your raw score falls in the normal distribution. The percentile of 75 means, for instance, that your score is higher than that of 75 percent of the class.
The percentile distribution for the class is not known until the end of the course, so, until the end of the course, it is impossible to calculate exactly where a student stands by the curved grading method.
These percentile break points are similar to what I have used in the past to curve grades for past classes. It has been adjusted based on past performances of previous classes. I am stating the curve upfront so that you have a feel for how generous the curve of the class really is. Your grade will be calculated by both methods, and the highest grade applies. This protocol assures that, for instance, at least 25% of the class will receive an A, and, at least 95% of the class will pass. Also, for instance, if your raw score is above 89.5 (grading method 1), then you will receive an A even if you aren't at the 75th percentile or higher by the second method.

Keep in mind that 32% of your raw score comes from assignments, and, as discussed below, you have great control of achieving full credit on assignments.

Instructor grade calculation

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I will maintain a spreadsheet for the class. Grades will be calculated through my spreadsheet. Blackboard will hold assignment scores for you to quickly access this information, but final grades will not be calculated directly in Blackboard.

**Extra Credit**
There is no extra credit or make up work for this course.

**Drop day**
The drop day for the semester is March 29. As the semester progresses, usually students have two different concerns:

1) Am I going to pass?
2) Am I going to get at least an A or B?

Prior to the drop deadline, you can seek my advice. You will have at least four exams completed. If you seek my advice, please don’t be hurt if I recommend you withdraw. I take no pleasure in a student not achieving the grade they desire.

**Honors?**
There is no honors component for this course. This course is challenging in terms of time commitment. It isn’t practical for students to be saddled with extra tasks that might represent a suitable honors assignment.

**Past Exam retention and provision**
Note that I generally don’t keep old exams and cannot provide them. Exams are made up fresh every time I teach the course.

**Class announcements and required email and Blackboard monitoring**
Class announcements will be made in class, and/or communicated by email, and/or posted on Blackboard. As some announcements may only be disseminated by one medium (either lecture, Blackboard, or by email) it is your responsibility to check all to make yourself aware of announcements that are posted for the class. You are required to daily check your email and Blackboard, through the final exam, for announcements and updates.

**Official email communication:**
UTEP email is considered an official form of notification, similar to a certified letter. If you have any questions about your grade or status in the class that you wish to inquire by email, this should be done through your UTEP email account. When communicating, please provide your name. When requesting grade information, please also provide your UTEP student ID#.

**Privacy and Personal Information:**
Your privacy and personal information are important. You can meet with me in groups for questions about the class material, but not when discussing your personal grade, your performance on exams, or your class status. Discussions about your status in the class must be private.

**Students who require accommodations:**
I do not judge whether a student is afforded an accommodation. The Center for Accommodations and Support Services (CASS) makes this determination. It is your responsibility to work

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with CASS, and, the responsibility of CASS to contact me with the proper documentation and guidelines. Typically, CASS will contact me at the start of a semester with accommodation guidelines for a student. Once CASS contacts me, I always try to reach out immediately to the student to clarify accommodations. If you are working with CASS with regard to an accommodation for this course, contact me by email, and copy CASS (cass@utep.edu), no later than 10 days prior to the date of when the accommodation must apply. Accommodations can sometimes require significant time to properly schedule, and may require multiple emails, phone communications, and meetings with you and CASS.

**Academic Honesty:**

The University policy on academic honesty will apply. Any cheating that I observe or is brought to my attention by exam monitors or your fellow students will be referred to the Dean of Students for adjudication.

Please be aware that during exams you are subject to providing identification upon request, and failing so, having your photograph taken until you can provide identification later.

Academic honesty polices exist to assure all students that grades are fairly earned by all. More than any other single issue, students want to know that fairness exists and that the integrity of the grading process has been preserved.

**Lectures:**

PowerPoint presentation lectures will be recorded, and posted to Blackboard after the lecture is completed. Most likely, this will be an MP4 file.

There is no guarantee that in-class lectures can be recorded or that all information presented in the lecture will record correctly. The recorded information is not meant to be an alternative to attending lecture, but an assistance to help you check whether you heard something correctly. Therefore, if you miss a lecture that failed to properly record, you will have to rely on your class peers for notes.

In addition, there is no guarantee of posting of lectures, or, that lectures will necessarily be posted quickly after having been delivered. The intent is to post lecture content as quickly as possible, but the instructor can choose to not post a lecture, or edit out some content.

On some occasions, either blackboard (chalk) or whiteboard (marker) in the room, or the document projector must be used. This information cannot necessarily be recorded at this time.

Given the pace of class, the length of lectures, and the large number of lectures, it isn’t possible to offer closed captioning or a transcript for lecture content. If closed captioning or a transcript becomes required, it will be necessary to stop posting lectures with an audio component.

Note that lecture content is copyright protected by Dr. Carl Dirk, or UTEP, or the holders of the copyright of other content used under copyright fair use provisions for educational purposes. The content of the course should not be posted on any site without written permission from Dr. Carl Dirk.

**WileyPLUS Assignments (part of your grade)**

- If you believe you identified an error in any assignment question, for many WileyPLUS assignments, you should report the error directly to Wiley, but you should also bring the error to my attention. Please send me a screenshot and a description of the problem by email. I need the screenshot, as question-&-answer numbers-&-letters vary from student to student on some assignments.
- Your performance on assignments should be available from the Blackboard menu “My Grades” and also from the WileyPLUS Gradebook tool (found under the menu “WileyPLUS eBook and Gradebook”). Note that the information from the WileyPLUS Gradebook tool may be more up to date than that on Blackboard. Blackboard needs to refresh grades periodically from WileyPLUS.

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• Assignments are considered complementary and supplementary to lecture content. It will not be accepted as an excuse of failure to complete assignments because the topic was not covered in lecture or the lecture content did not yet reach that topic area. Your book provides excellent support resources for self-mastering assignment content, and the internet provides vast additional resources beyond the lecture.

There will be two assignment types that are graded:

ORION

MASTERY

ORION assignments:
Your ORION assignments contribute 7% to your grade. The ORION assignments are available at the beginning of the course. The deadline for all ORION assignments is May 9, 2018.

There are 14 ORION chapter assignments, one each, for Chapters 9-22. Each ORION assignment requires you to answer at least 20 questions. You get full credit for a chapter if you answer at least 20 questions, in each chapter, whether you get them right or wrong.

ORION is a study and practice tool which helps you identify your weaknesses, and offers targeted study direction, and more practice, beyond the first 20 questions, on topics which you poorly understand. The first 20 questions are a seed to get you started. You are not graded on what you get right or wrong at any number of questions that you answer.

ORION is also a review tool to prepare and test yourself on material prior to an exam. The ORION assignments start immediately at the start of the semester, and will be available for you to practice throughout the course, until the Final exam for the course.

If you don’t answer at least 20 questions for a chapter, you do not get grade credit for that chapter’s ORION assignment. Remember that you don’t have to have correct answers to get full credit, just need to answer 20 questions. However, I hope that you will take the opportunity seriously, and, try to do your best, because I hope the AI features of ORION could assist you in targeting more help to your weaknesses.

There are two How-to videos on ORION assignments on Blackboard in the directory: Home Page/ WileyPLUS ORION training assignments (these are part of your grade) /How to videos on ORION

MASTERY assignments:
There are 62 Mastery assignments. The deadlines vary and are summarized below. Each Mastery assignment has ten questions, and each contributes 10 points to your Mastery Assignment grade. Mastery assignments contribute to your grade through WMS (see above). Mastery assignments are worth a total of 25% of your grade.

Grading for Mastery assignments follow two different policies:
Some of the Mastery assignments are graded as follows:
80% or better performance 10 points.
50% to <80% 5 points
Less than 50% 0 points

Some of the Mastery assignments are graded as follows:
70% or better performance 10 points.
40% to <70% 5 points
Less than 40% 0 points

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You only get one attempt per question, but you can reset Mastery assignments over and over (with new questions) if you don’t achieve a high enough performance to achieve the maximum grade of 10 for each assignment. Thus, you have a good chance of getting maximum credit on Mastery assignments if you are persistent in trying to master the content.

How do you determine which grading policy applies for a Mastery assignment? It will show you when you open the assignment. For instance, the assignment “Mastery-Acid/Base Theory (part of your grade)” will show you the following when you open the assignment:

<table>
<thead>
<tr>
<th>Question Policies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attempts per Question:</td>
</tr>
<tr>
<td>Success Threshold:</td>
</tr>
<tr>
<td>Intermediate:</td>
</tr>
<tr>
<td>Unsatisfactory Threshold:</td>
</tr>
<tr>
<td>Question Assistance Policies:</td>
</tr>
</tbody>
</table>

Remember that you can reset the Mastery assignments again and again if you don’t achieve the maximum of 10 points for that assignment.

If you feel you need more practice beyond the Mastery assignments, you can turn to ORION. Remember, ORION gives you full credit once you answer 20 questions, so feel free to use ORION as deeply as you see the need for more practice beyond Mastery.

All Mastery assignments start at the beginning of the course, but have deadlines that correspond to the exams for which the Mastery assignment material applies.

**Note the deadlines for Mastery assignments:**
Mastery assignments for Chapters 9 (NMR only): deadline 9:30AM February 2, 2018.
Mastery assignments for Chapters 9 (MS only) & 10: deadline 9:30AM February 16, 2018.
Mastery assignments for Chapters 15 & 16: deadline 9:30AM, April 13, 2018.
Mastery assignments for Chapters 17, 18, & 19: deadline 9:30AM, April 27, 2018.
Mastery assignments for Chapters 20 & 22: deadline 10:00AM, May 9, 2018.

**Additional non-graded assignments**
Each Chapter of WileyPLUS includes a number of other PRACTICE assignments of various types. These are not graded, but you can use them to challenge yourself in preparation for exams.

**Attendance:**
Attendance is not formally part of your grade, though will be monitored by a swipe/scan/sense ID system at the entrance of the lecture hall. When you enter the lecture hall, please swipe, touch or bring your ID card close to the card sensor at the entrance of the lecture hall. I don’t administer the system, and don’t know when it is working or not. If you believe the system is not working, please alert the UTEP Hep desk.

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I will not monitor the attendance data during the course, but will examine it afterward. Having said this, it has been my past observation that students who attend lecture tend to perform better.

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