Welcome to the class: This course will teach you about the tools and skills commonly used in chemical analysis. I hope you will keep the textbook after the end of this course and that you will continue to use it as reference. We will cover most of the first 16 Chapters. The topics that are covered are listed in the textbook table of contents, which can be accessed at the publisher website.

As you may know, no single finite source of teaching can be complete. To overcome natural limitations, you need to seek and use knowledge from many sources, including learning from other people and other instructors. I encourage you to use what really interests you in life as a vehicle to motivate you to learn in school. If there is a way to connect chemistry to your interests, I would be happy to help you in any way that I can.

The course grade given to each student will be determined on the following basis. The lowest exam grade will be dropped to accommodate any problems that might prevent you from taking an exam.

<table>
<thead>
<tr>
<th>Exam</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>33.3 %</td>
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<tr>
<td>Exam 2</td>
<td>33.3 %</td>
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<tr>
<td>Exam 3</td>
<td>33.3 %</td>
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<tr>
<td>Exam 4 (final)</td>
<td>33.3 %</td>
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<td>Drop lowest exam grade (except final)</td>
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<td>Total minus one exam</td>
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Make-up exams will not be given. Please consider carefully the repercussions of making other commitments that coincide with exam days.

Final grades will be calculated with your three best exam grades. Exam 4 will be given on the day of the final, but will be similar in extent to the other three exams.
Checklist for a good grade in this course:
1. Read the assigned textbook topic before each class.
2. Come to class and take your own good notes and study them/rewrite them after class.
3. Make frequent use of office hours long before exam times.
4. Work all of the homework problems and seek clarification if you do not understand.
5. Work out all mistakes on exams right after the exam.

You are responsible for finding class notes or any material missed due to your absence from class or lab.

You must bring your own calculator to every class. Please turn off all communication electronics while the class is in session. The textbook’s publisher keeps a website to enhance your learning experience.

The exam schedule will be discussed in class and adjusted to fit the class progress. Changes to this syllabus and to the course content are possible at any time and will be discussed in class.

Statement regarding disabilities:
If you need assistance because of a disability, you must disclose this to the instructor within the first two weeks of class. You must also register within this time at the CASS (Center for Student Services) Office for any special arrangements. Timely notice is a requirement.

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This is a course designed for undergraduate students. Graduate students taking this course for graduate credit under a special arrangement with the Department of Chemistry graduate advisor will need to complete special assignments, which are in addition to the regular work assigned in this course. The additional assignments may include (1) the writing of a research report on the topic and length designated by the instructor, and (2) the completion of extra problem sets done as homework assignments. In general, these problem sets will be more advanced or more extensive than those found in the undergraduate homework assignments. (3) In the certain cases, graduate students with knowledge or experience on topics relevant to the class may be asked to share that information with the class in an oral report.

Final grades will be adjusted so that these additional assignments are worth a total of 20% of the final grade in the course. Therefore, the grades earned on the undergraduate work listed on this syllabus (exams, homework, in-class work, and quizzes) will be weighted by a factor of 0.8, or 80%, and the additional work for obtaining graduate credit will be weighted by a factor of 0.2, or 20%. All other undergraduate grading criteria explained above will still apply. It is your responsibility to inform the instructor that you are taking this course for graduate credit and the beginning of the semester.