

Introduction to General Chemistry Laboratory Syllabus

CHEM1108

Spring 2025

Course and Instructor Information:

Instructors of Record and contact: hpdelcastil@utep.edu

Office location & hours: Upon request

Class Information:



TA's name	CRN	Monday Time	Location	TA's Email
Valeria	23385	9:00 AM – 11:50 AM	PSCI 302	vchaviraguerr@miners.utep.edu
Raymundo	23386	12:00 PM – 2:50 PM	PSCI302	raragonez3@miners.utep.edu
	23945	3:00 PM – 5:50 PM	PSCI302	

Course description

UTEP CHEM1108 is a laboratory course divided into two parts: 1) The fundamentals of organic analysis for the identification of functional groups; 2) Characterization and/or applications of different molecules of biological relevance.

Text and Materials:

- Scientific calculator
- Periodic table
- Personal computer or device where you can work on online activities at the lab
- Software: Microsoft Excel (Install it from the UTEP webpage, contact the [helpdesk](#))
- Device that you can use to take pictures (e.g. a cellphone)
- **Personal Laboratory Notebook (Get this notebook from any dollar store)**

Course Requirements:

The final grade for the laboratory is composed of the following criteria:

Average of Prelabs – 33.3%

Average of Lab Reports – 33.3%

Average Attendance & Compliance – 33.4%

Prelabs: They are designed to test your knowledge on the topic and the experiment that you will perform in class. They will be presented as online quizzes on Blackboard's platform "Yuja", and they must be completed **by specific Mondays before 10:00 PM TM.** Check the calendar of assignments for more information on the due dates. You will have **two attempts** to complete your prelabs before the due date.

Lab Reports: They are designed for you to summarize the results obtained during your laboratory session. They will be presented as online quizzes on Blackboard, and they must be submitted **on specific Fridays before 10:00 PM TM.** Check the calendar of assignments for more information on the due dates. You will have **unlimited attempts** to submit or modify your reports before the due date; but only the last attempt will be graded.

Attendance and Compliance: One does not simply get 100 for showing up to class. The compliance component of this grade will be evaluated by your TA, and it will depend on: your correct preparation for the experiment, your compliance with the facility's rules and responsibilities, your work etiquette, and your cleanliness during the experiment.

It is the student's responsibility to monitor his or her grade as the semester progresses. The grades will be in display and updated weekly!

Final Grading system:

Your activities will be graded on a basis of 0-100. By the end of the course, your accumulated grade will be translated to the corresponding letter grade using the following criteria:

A = 90 - 100

D = 60 - 69

B = 80 - 89

F = 0 - 59

C = 70 - 79

Course Policies

Safety: The first session of the semester will be the "safety training". You are expected to comply with the indications of this session throughout the semester. Failing to do so could result in a penalization of your grade or even your expulsion from the laboratory with an attendance and lab report grade of 0 for your session.

Attendance:

- 1) Showing up to lab 15 minutes after the scheduled date will deduct 25 points from your attendance's grade. Students will be asked to leave the classroom with an attendance and lab report grade of 0 if they show up to class 16 minutes after the session has started.
- 2) Making-up or exempting lab sessions is possible under certain circumstances. Make sure to notify your instructor **with enough time** about any potential absence during the semester. After evaluating your situation, he might authorize a solution for you.
- 3) A student may only pass the class if she or he has been present to **at least 70%** of the laboratory sessions. This includes students with justified absences.
- 4) Students who did not show up to class may not be included in lab reports of teams of students who did show up to class. If an attending student A submits the lab report with the name of an absent student B, then student A will lose 50 points on the lab report and attendance grades of that session for collusion. Every week, the TA will confirm the names of the people who participated in the session with the physical assistance list to assign the correct grades.

Late policy: The success for this class relies mostly on your attendance to class and the completion of your online activities on time. There are only two instances in which the instructor will grant an exemption/extension of a grade for lab report and/or attendance:

- 1) An instance regarding an infectious disease or a situation that physically incapacitates you from attending your class. Medical and/or other type of valid evidence must be provided for this. **The evidence must be official, and it must contain the date to be considered.** Consider using the health center's services located behind the Union Building at UTEP (link to the center: <https://www.utep.edu/chs/shc/>). **This service is part of your tuition fee.**
- 2) An instance regarding an athletic or academic event. It will be 100% your responsibility to notify your instructor about this instance with enough time. Official letters and emails from your coach or academic representative are valid proof.

There are only two instances in which the instructor will allow you to work outside of your scheduled times for online prelab activities:

- 1) An instance regarding a situation that physically incapacitates you from working from home, and/or at UTEP's computer laboratories (refer to the locations of these facilities in the syllabus). Medical and/or other types of valid evidence must be provided for this. **The evidence must be official, and it must contain the date to be considered.**

- 2) A malfunction related to Blackboard that was detected and addressed with the helpdesk before due dates during office hours. Students who experience malfunctions from Blackboard close or during the due date of an activity **will not** be considered for an extension. If you decide to submit a prelab or lab report 10 minutes before the due date, you will be at risk of losing the grade.

Other than this, there will be **NO EXCEPTIONS** for any late submissions or absence from class.

Technical support at UTEP:

UTEP offers many technical support services that will assist you in completing your activities during the semester:

- 1) UTEP offers working spaces that are open to students. Get familiar with the times and location of the workplaces by accessing the following link:
https://www.utep.edu/technologysupport/ServiceCatalog/COMP_ComputerPrintingLabs.html.
- 2) UTEP offers the possibility to lend technological gadgets in the event of any loss during the semester. Email the helpdesk for more information.
- 3) Any technical difficulty related to your webmail or Blackboard's functions is solved through the helpdesk. You can copy your instructor in this email so that he is aware of your situation.

Contact the helpdesk for more information: helpdesk@utep.edu. **Make sure to always contact them during office hours to maximize your chances of getting a reply!**

Calendar of activities:

Week	Activity	Prelab is due through Blackboard	Lab report is due through Blackboard
1 – Jan 20 th – 24 th	NO LABORATORY SESSION IN OBSERVANCE OF INSTITUTIONAL HOLIDAY		
2 – Jan 27 th – 31 st	Experiment 1 – Safety Training	Syllabus Quiz due Friday, Jan 31 st before 10:00 PM MT through Blackboard	Safety Lecture Quiz due Friday, Jan 31 st before 10:00 PM MT through Blackboard
3 – Feb 3 rd – 7 th	Workshop 1 – Atomic and Molecular Structures	-	-
4 – Feb 10 th – 14 th	Experiment 2 – Analysis of the Lassaigne’s Extract	The day before the experiment before 10:00 PM MT	Friday, Feb 14 th before 10:00 PM MT
5 – Feb 17 th – 21 st	Experiment 3 – Identification of Unsaturation	The day before the experiment before 10:00 PM MT	Friday, Feb 21 st before 10:00 PM MT
6 – Feb 24 th – 28 th	Experiment 4 – Identification of Alcohols	The day before the experiment before 10:00 PM MT	Friday, Feb 28 th before 10:00 PM MT
7 – Mar 3 rd – 7 th	Workshop 2 – Organic Nomenclature	-	-
8 – Mar 10 th – 14 th	SPRING BREAK – NO LABORATORY SESSION		
9 – Mar 17 th – 21 st	NO LABORATORY ACTIVITIES		
10 – Mar 24 th – 28 th	Experiment 5 – Identification of Aldehydes and Ketones	The day before the experiment before 10:00 PM MT	Friday, Mar 28 th before 10:00 PM MT
11 – Mar 31 st – Apr 4 th	Experiment 6 – Preparation of Fragrances	The day before the experiment before 10:00 PM MT	Friday, Apr 4 th before 10:00 PM MT
12 – Apr 7 th – 11 th	Experiment 8 – Saponification	The day before the experiment before 10:00 PM MT	Friday, Apr 18 th before 10:00 PM MT
13 – Apr 14 th – 18 th	Experiment 9 – Quantification of Reducing Sugars	The day before the experiment before 10:00 PM MT	Friday, Apr 18 th before 10:00 PM MT
14 – Apr 21 st – 25 th	Workshop 3 – Nomenclature and Biomolecules	-	-

*Experiments and dates are subject to changes based on the performance of the group

*Acknowledge the two extensions that you will have for these lab reports. You may turn in your work before the due date.

*Acknowledge “MT” as “Mountain Time”, which is the official time of El Paso, Texas!

UTEP Academic Calendar – Spring 2025:

Jan 20th	Dr. Martin Luther King, Jr. Holiday – University Closed
Jan 21st	Spring classes begin
Jan 21-24th	Late Registration (Fees are incurred)
Feb 5th	Spring Census Day Note: This is the last day to register for classes. Payments are due by 5:00 pm.
Feb 17th	20th Class Day Note: Students who were given a payment deadline extension will be dropped at 5:00 pm if payment arrangements have not been made.
Feb 21st	Graduation application deadline for degree conferral
Mar 10-14th	Spring Break
Mar 19th	Freshman midterm grades are due
Mar 28th	Cesar Chavez Holiday - No classes
Apr 4th	Spring Drop/Withdrawal Deadline Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.
Apr 18th	Spring Study Day; Deadline to submit candidates' names for commencement.
May 8th	Spring last day of classes
May 9th	Dead day
May 12-16th	Spring Final Exams
May 17-18th	Spring Commencement
May 21st	Grades are Due
May 22nd	Grades are posted to student records.