

Introduction to Organic and Biochemistry Syllabus

CHEM1308 (CRN 32751)

Spring 2025

Course and Instructor Information:

Instructor of Record: Dr. H. Patricio Del Castillo

Instructor's contact: hpdelcastil@utep.edu

Office location & hours: Upon request

Technical support contact: helpdesk@utep.edu



Course description

UTEP CHEM1308 is an introductory course to organic and biochemistry. The first part will cover the most important organic functional groups, their properties and reactions. The second part will cover water and some biomolecules; their properties and relevance.

Text and Materials:

- Scientific calculator
- **Class Guides** (a blank hard copy of the instructor's guides)
- **Any organic and biochemistry book is fine to complement the material in class.**

Course Requirements:

During this course, you will perform activities in-person and online through Blackboard. It will be very important that you comply with the activities in the corresponding due dates, and that you keep a calendar with the activities at hand. The final grade of your course will be calculated by the following criteria:

Average of Homework Activities – 25% (Online activities)

Average of Exams (3 Midterms and Final) – 75% (In-person activities)

Homework activities: They are designed to test your knowledge on the topics that we have seen in class. They will be displayed in the form Blackboard quizzes that must be completed before the specified due date. You will have **two attempts per homework** and only the highest grade will count.

Mock Midterm Exam: During the semester there will be **one single** mock midterm exam that will be part of your “Average of Exams” grade. The test will be displayed in the form of a Blackboard quiz that must be completed using the Software Respondus Lockdown Browser available at the UTEP Webpage. What this test will grade is your comprehension on how to complete midterm exams in the correct online format, following the **camera angle indications**. The content that you must study for this exam will belong to the “Tutorial to take exams using the Lockdown Browser” available in “**Module 1 – Check-in**”.

Midterm Exams: The midterm exams will test your knowledge on certain parts of the course, and they will be completed in-person on specific dates, unless otherwise specified. If at any point of the semester we need to switch to an online midterm exam, we will follow the **mock midterm exam** indications mentioned above. **FAILING TO COMPLY WITH THIS WILL RESULT IN THE STUDENT SCORING A 0 AS HIS OR HER GRADE, WITHOUT A CHANCE TO RETAKE HIS OR HER EXAM.** Make sure that you check your feedback from the “mock midterm exam” that your instructor will give you during the semester so that you are certain that you know how to complete these activities.

Final Exam: A comprehensive final exam will test your overall knowledge of the course. This examination will be part of the “Average of Exams” grade, along with the midterm exams.

It is the student’s responsibility to monitor his or her grade as the semester progresses. The grades will be in display and updated for the student at all times!

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

Instructors Policies:

Attendance: The instructor **will not** take attendance as part of your grade. It is your responsibility to attend the classes, to do self-studying if you miss a class, and to schedule your own office hours if you need personalized assistance.

Late policy: The success for this class relies mostly on the completion of your online and in-person activities on time. There are only two instances in which the instructor will grant an extension of any activity that needs to be completed in-person:

- 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 is enough valid proof.

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

- 1) An instance regarding a situation that physically incapacitates you from working from home, and/or at UTEP's computer laboratories (refer to the location of these facilities in the syllabus). 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.**
- 2) A malfunction related to Blackboard that was detected and addressed with the helpdesk before due dates during regular 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 homework activity 10 minutes before the due date, then this is the risk.

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

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

Course calendar

| Date | Monday | Wednesday |
|---|--|---|
| 1 – Jan 20 th – 24 th | NATIONAL HOLIDAY – NO CLASSES | Module 1 – Check-in to the Course |
| 2 – Jan 27 th – 31 st | Module 2 – Structure and Bonding | Module 2 – Structure and Bonding Friday 31st Online Mock Midterm Exam |
| 3 – Feb 3 rd – 7 th | Module 3 – Polar Covalent Bonds | Module 3 – Polar Covalent Bonds |
| 4 – Feb 10 th – 14 th | Module 4 – Alkanes and Haloalkanes | Module 4 – Alkanes and Haloalkanes |
| 5 – Feb 17 th – 21 st | Module 5 – Alkenes | Module 5 – Alkenes |
| 6 – Feb 24 th – 28 th | Module 6 – Alcohols, Aldehydes and Ketones | Module 6 – Alcohols, Aldehydes and Ketones <i>Review for 1st Midterm Exam*</i> |
| 7 – Mar 3 rd – 7 th | <i>Review for 1st Midterm Exam*</i> | 1st Midterm Exam – During class time |
| 8 – Mar 10 th – 14 th | SPRING BREAK – NO CLASSES | |
| 9 – Mar 17 th – 21 st | NO LECTURE ACTIVITIES | |
| 10 – Mar 24 th – 28 th | Module 7 – Carboxylic Acids and Esters | Module 7 – Carboxylic Acids and Esters |
| 11 – Mar 31 st – Apr 4 th | Module 9 – Lipids | Module 9 – Lipids |
| 12 – Apr 7 th – 11 th | Module 10 – Carbohydrates | Module 10 – Carbohydrates |
| 13 – Apr 14 th – 18 th | Module 11 – Amines and Proteins | Module 11 – Amines and Proteins |
| 14 – Apr 21 st – 25 th | <i>Review for 2nd Midterm Exam*</i> | <i>Review for 2nd Midterm Exam*</i> |
| 15 – Apr 28 th – May 2 nd | <i>Review for 2nd Midterm Exam*</i> | 2nd Midterm Exam – During class time |
| 16 – May 5 th – 9 th | <i>Review for Final Exam*</i> | <i>Review for Final Exam*</i> |
| 17 – May 12 th – 16 th | Final Exam (Wednesday, May 14th from 7:00 PM – 9:45 PM MT) | |

***Review sessions may be established as online activities. Your instructor will let you know any time**

Assignment Calendar

| | Topic | Due date on Blackboard |
|--------------------|---|--|
| <u>Homework 1</u> | Module 1 – Check-in to the course | Fri, Jan 24 th before 10:00 PM MT |
| <u>Homework 2</u> | Module 2 – Structure and Bonding | Fri, Jan 31 st before 10:00 PM MT |
| <u>Homework 3</u> | Module 3 – Polar Covalent Bonds | Fri Feb 7 th before 10:00 PM MT |
| <u>Homework 4</u> | Module 4 – Alkanes and Haloalkanes | Fri, Feb 14 th before 10:00 PM MT |
| <u>Homework 5</u> | Module 5 – Alkenes | Fri Feb 21 st before 10:00 PM MT |
| <u>Homework 6</u> | Module 6 – Alcohols, Aldehydes and Ketones | Fri, Feb 28 th before 10:00 PM MT |
| <u>Homework 7</u> | Module 7 – Carboxylic Acids and Esters | Thu, Mar 27th before 10:00 PM MT |
| <u>Homework 9</u> | Module 9 – Lipids | Fri, Apr 4 th before 10:00 PM MT |
| <u>Homework 10</u> | Module 10 – Carbohydrates | Fri, Apr 11 th before 10:00 PM MT |
| <u>Homework 11</u> | Module 11 – Amines and Proteins | Fri, Apr 18 th before 10:00 PM MT |
| <u>Homework 12</u> | Extra Credit – All Modules | Fri, May 9th before 10:00 PM MT |

***Both calendars are subject to change depending on the performance of the group**

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

Midterms and Final Project Dates:

Mock Midterm Exam – Friday, January 31st, before 10:00 PM through Bb *[Module 1]*

First Midterm Exam – Wednesday, March 5th during class time *[Modules 2 – 6]*

Second Midterm Exam – Wednesday, Apr 30th during class time *[Modules 7 – 11]*

Final Exam – Wednesday, May 14th during class time *[All Modules]*

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. |