INSTRUCTOR: Dr. Eugene Billiot  
Office: CS-129  
email: Eugene.Billiot@tamucc.edu  
Office hrs: Tue 12:30-2:30  
Phone:  825-2680  

TEXTBOOK AND OTHER REQUIRED MATERIALS:  

Course Description:  An introduction to instrumental methods of analysis includes spectroscopy, and chromatography.  

Objectives: In this course, students will learn basic molecular and atomic spectroscopy and chromatography instrumentation.  

STUDENT LEARNING OUTCOMES:  After completion of this course, the student will have an increased understanding of various analytical tools (instruments) utilized by scientist to obtain qualitative and quantitative information about the composition and structure of matter.  The laboratory portion of this course is designed to reinforce the concepts being taught in the lecture portion. This will be achieved through practical hands-on experience with the techniques and instruments used in modern analytical laboratories, as well as peer-mentored learning. Specific learning outcomes include:  

- The student will gain an understanding of the advantages and limitations of various analytical tools so that they can choose the most appropriate instrumental method and be attuned to its limitations in terms of sensitivity, precision and accuracy.  
- The student will also gain knowledge of measurement principles in order to be able to make informed decisions about calibration, standardization and validation of instrumental methods.  

Grades  

<table>
<thead>
<tr>
<th>TESTS: 3 @ 100 pts each</th>
<th>300 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>These tests are cumulative with emphasis on material covered since the last test. The format of the tests are to be determined. The test may consist of problems which must be set up and solved, multiple choice, fill in the blank, matching, and/or discussion questions, and terms to be defined.</td>
<td></td>
</tr>
</tbody>
</table>

Make up policy: No make-up tests will be given.  If you have an excused absence for one of the tests AND with approval of the instructor, your final exam grade will be substituted for the missed test.  If you do not miss any tests, your lowest test score will be replaced with your final exam grade, provided that your final exam score is higher.  ***  

<table>
<thead>
<tr>
<th>LAB GRADE: see lab syllabus</th>
<th>100 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>25% of total grade</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>FINAL EXAM: The final exam is comprehensive and optional. *** It will replace your lowest test score (if it is higher than the lowest test score) or serve as a makeup exam if you missed a test.</th>
<th>100 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>optional</td>
<td></td>
</tr>
</tbody>
</table>

| TOTAL POINTS | 400 pts |

***Note: You are strongly advised not to use the final exam as an excuse to “blow off” a regular semester exam. The final exam is COMPREHENSIVE and for the majority of students it is the lowest grade. PLEASE follow this advice.  

This syllabus is not a contract and no part of it should be construed as such.
Grading Scale and Final Grade for Lab:

<table>
<thead>
<tr>
<th>Points</th>
<th>grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>100-90</td>
<td>A</td>
</tr>
<tr>
<td>89-80</td>
<td>B</td>
</tr>
<tr>
<td>79-70</td>
<td>C</td>
</tr>
<tr>
<td>69-60</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

Date and Time of Final Exam: Tuesday May 14, 11:00-1:30

**SEMESTER LECTURE AND EXAM (Tentative)**

<table>
<thead>
<tr>
<th>TOPICS</th>
<th>Week of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 1, Appendix 1, &amp; Chapter 6</td>
<td>9-2</td>
</tr>
<tr>
<td>Chapters 6 &amp; 7</td>
<td>9-9</td>
</tr>
<tr>
<td>Chapters 7 &amp; 8</td>
<td>9-16</td>
</tr>
<tr>
<td>Chapters 9 &amp; 10 (maybe some of Chapters 11 &amp; 12)</td>
<td>9-23</td>
</tr>
<tr>
<td><strong>Review and Exam 1</strong></td>
<td>9-30</td>
</tr>
<tr>
<td>Chapters 13 &amp; 14</td>
<td>10-7</td>
</tr>
<tr>
<td>Chapters 15 &amp; 16</td>
<td>10-14</td>
</tr>
<tr>
<td>Chapters 17 &amp; 18</td>
<td>10-21</td>
</tr>
<tr>
<td>Chapters 19 &amp; 20</td>
<td>10-28</td>
</tr>
<tr>
<td><strong>Review and Exam 2</strong></td>
<td>11-4</td>
</tr>
<tr>
<td>Chapter 26</td>
<td>11-11</td>
</tr>
<tr>
<td>Chapter 27</td>
<td>11-18</td>
</tr>
<tr>
<td>Chapter 28</td>
<td>11-25</td>
</tr>
<tr>
<td>Chapter 29 and <strong>Review for Exam 3</strong></td>
<td>12-2</td>
</tr>
<tr>
<td><strong>Exam 3</strong></td>
<td>12-9</td>
</tr>
</tbody>
</table>

**Class Conduct:** All students are expected to treat the other students and the instructor with respect. If a student's action or behavior is deemed disruptive by the instructor, the student will be asked to leave for that day. If the behavior persists, further disciplinary action may be taken, such as expulsion from the class and failure of the course.

**ABSENCES and TARDINESS:** Absences and tardiness will not be tolerated. It is disrespectful to the instructor and to the students when you show up late. Five points will be deducted from your grade for any unexcused absences or tardiness. If you must be absent or late please let the instructor know ahead of time. (**NOTE:** You have my email address and my cell phone number [See Blackboard site for this course]. There should be no excuse for not informing me if you have to be late or absent.)

**Academic Integrity and Honesty:** All students are expected to conform to college-level standard of ethics, academic integrity, and academic honesty. By enrolling in this course, you agree to be bound by the regulations and procedures published in the TAMU-CC STUDENT HANDBOOK. Anything that is viewed as cheating will be given the most severe penalty possible, most likely an "F" for the course, but may include more severe punishments.

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Dropping a Class: I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. See University Academic Calendar (http://www.tamucc.edu/academics/academic_cal.html) for last day to drop a class with an automatic grade of “W” this term.

Notice to Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Driftwood 101.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

ACADEMIC ADVISING: The College of Science and Technology requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. The College's Academic Advising Center is located in Faculty Center room 178. Please choose the advisor who corresponds to your major (or potential major). Contact your advisor directly, or call Tracey Ramirez at (361) 825-6094, to schedule an appointment. Walk-in times may be available at especially busy times of the year (such as the start of a semester). Please call the Advising Center to check availability and ensure a minimal wait.

Grade Appeal Process: As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

How Course Information will be Relayed to Students: Note that Blackboard will be used to relay all pertinent course information to the students. Therefore it is imperative that you (the student) check Blackboard on a regular basis to access information such as Study Guides, Power Point slides, etc. In addition it is important to note that I will be using the Blackboard email system to communicate with you about last minute assignment changes, etc so it is strongly advisable that you update your Blackboard account to include forwarding of mail messages to your preferred email account so that you can receive messages without having to log into blackboard.
TEXTBOOK AND OTHER REQUIRED MATERIALS:
Text: none
Lab: A lab coat and impact-resistant, splash-resistant goggles are required.

SEMESTER LABORATORY SCHEDULE (Tentative)

<table>
<thead>
<tr>
<th>Week of</th>
<th>Laboratory Experiments</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-2</td>
<td>None – short week</td>
</tr>
<tr>
<td>9-9</td>
<td>Introduction to Instrumentation</td>
</tr>
<tr>
<td>9-16</td>
<td><strong>Elemental Analysis experiments begin</strong></td>
</tr>
<tr>
<td>9-23</td>
<td>Elemental Analysis (continues)</td>
</tr>
<tr>
<td>9-30</td>
<td>Elemental Analysis (continues)</td>
</tr>
<tr>
<td>10-7</td>
<td>Elemental Analysis (continues)</td>
</tr>
<tr>
<td>10-14</td>
<td><strong>Molecular Spectroscopy experiments begin</strong></td>
</tr>
<tr>
<td>10-21</td>
<td>Molecular Spectroscopy (continues)</td>
</tr>
<tr>
<td>10-28</td>
<td>Molecular Spectroscopy (continues)</td>
</tr>
<tr>
<td>11-4</td>
<td>Molecular Spectroscopy (continues)</td>
</tr>
<tr>
<td>11-11</td>
<td><strong>Chromatography experiments begin</strong></td>
</tr>
<tr>
<td>11-18</td>
<td>Chromatography (continues)</td>
</tr>
<tr>
<td>11-25</td>
<td>Chromatography (continues)</td>
</tr>
<tr>
<td>12-2</td>
<td>Chromatography (continues)</td>
</tr>
<tr>
<td>12-9</td>
<td>Chromatography (continues)</td>
</tr>
</tbody>
</table>

ABSENCES and TARDINESS: As with lecture, absences and tardiness will not be tolerated. It is disrespectful to the instructor and to the students when you show up late. If you are late 5 points will be deducted from your grade. If you must be absent please let the instructor know ahead of time otherwise, as with tardiness, 5 points will be deducted from your grade. (NOTE: You have my email address and my cell phone number. There should be no excuse for not informing me if you have to be late or absent.)

GRADE ASSIGNMENT: The grade for the laboratory portion of this course will be evenly distributed between three quizzes and three lab reports. The lab reports are due at the beginning of the lab period in which they are due (see schedule). 25% will be deducted each day they are late. Note that if it is not given at the beginning of the lab period in which it is due that it is counted as being a day late and thus 25% will be deducted from the grade.

GRADING SCALE: The grades will be determined using the normal 10 point scale, i.e. 100-90 % A, 89-80 % B, 79-70 % C, 69-60 % D, and below 60 % F.

Remember that safety and good housekeeping / aka lab cleanup is very important. Unsafe behavior or poor housekeeping WILL negatively affect your grade. If proper lab safety and procedures are not followed, points will be deducted from your grade. The amount of points deducted will be as follows:
- first offense - there will be a warning
- second offense – 10 points will be deducted from your grade
- third offense – 50 points will be deducted from your lab grade
- fourth offense – 100 points will be deducted from your grade and probable dismissal from the course

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Some examples of safety violations and poor laboratory procedures include but are not limited to:
- Not wearing proper safety equipment (gloves, safety glasses, lab coat and proper lab attire)
- Eating or drinking in lab
- Horseplay in lab
- Pipetting or removing samples directly from stock bottles
- Failure to clean and pick up all glassware and supplies utilized for that day's experiment
- Failure to clean balance after each use

CHEATING POLICY: Cheating in any form will not be tolerated. The University’s cheating and plagiarism policy as stated in the General Academic Policies and Regulations: Academic Honesty will be followed. Although group interactions, investigations and studying are encouraged, duplicative work will be treated as cheating and will receive a grade of zero. Even though you may be asked to work in pairs in the lab, each person is responsible for turning in a separate and unique lab report. Anything that is viewed as cheating on an exam will be given the most severe penalty possible. This will most likely include receiving an F in the course, and possibly other more severe punishments.

LAB CONDUCT: All students are expected to follow proper classroom conduct and behavior and treat the other students and the instructor with respect. If a student's actions or behavior is deemed disruptive to the class by the instructor, the student will be asked to leave the class for that day. If the behavior persists, further disciplinary action may be taken, such as expulsion from the class. ABSOLUTELY no food or drink is allowed in the laboratory. Students that find it necessary to eat or drink in the lab or behave in some fashion that is deemed by the instructor to be unsafe to themselves or others will be asked to leave lab for that day and will be given a grade of zero for that assignment.

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The "LAB REPORT"

Each lab must be typed or computer generated.
**Hand written reports will not be accepted!!!!!!!!!**

Any copying or plagiarism from a text or a person will result in a **Zero** for that lab report. *Text must be double spaced!*

At the top **any report should** be the date, section number and your name. Your lab partner and the unknown number (if there is one). The experiment name and number; i.e.

**Student:** Joe Bob Whissletip  
**Date:** April 15, 1998  
**Partner:** Monica Clinton  
**Section:** 1  
**Unknown number:** X-69  
**Group #:** 6  

Experiment 22  
Determination of Biomolecule Unknown

These formal reports should contain the following information.

**Purpose**- composed of two or three sentences summarizing the experiment to be performed.

Example:
The purpose of this experiment is to determine the concentration of the protein using a standard curve derived from the UV/VIS spectrophotometer. Its molecular weight is determined using size exclusion chromatography.

**Theory**- the length is not the most important consideration, but must contain:

1) A description of the theory which is being used in the experiment  
2) Application of the theory to your system  
3) Include all chemical equations  
4) Description of the instrument if one is used  
5) Diagram of instrument (boxes are OK just label the parts)  
6) Type of information obtained from instrument  
7) Brief description of the data analysis or processing of the data  
8) Expected results

**Procedure and observations:**

Tell how and what steps you followed as if you were the first one to ever do them. **NO cookbook** sentences in the typed report. Use both the passive and active voice, and you can use first person.

i.e. -----We stirred the solution for 10 min and decanted the liquid through a Whatman # 23 filter. The solution was then boiled for an additional 5 sec. After the boiling period, etc. ------
And NOT!! --- 1. Stir solution for 10 min.
   2. Filter the solution.

Results- composed of:

1) Data in tables and instrumental data output should be attached permanently to a sheet of paper.

2) Graphs, properly labeled, are to be computer generated. There will be no hand drawn graphs. They are not to be photocopied from your partner.

3) Calculations: **GIVE AT LEAST ONE EXAMPLE!!!!.** This should be well documented with a description of how you did these at each step and why you did what you did. **Do NOT forget to propagate your error or uncertainty. If you have not had Quantitative Analysis see me for information about propagation of error calculations.**

4) Since **all experiments are done in at least triplicate** there should always be a mean, average and standard deviation.

5) Final answers should be well labeled with the appropriate units and with correct **significant figures** (Yes these count here in the lab).

Discussion and Conclusion:

Intelligibly communicate a subjective evaluation of:

- Your own execution of the experiment,
- The performance of the instruments and materials used
- The validity of the data collected and the phenomena observed; This means compare it to the literature values.
- Clearly state your results,
  i.e. The unknown copper solution, sample 5A, was found to be 5 ppm copper.

4. On the procedure you have either made a measurement or manipulated the data mathematically or observed a physical property or a combination of the above,

   **therefore ---- Ask yourself ----- ?**

   - Is this reasonable?
   - Does it Coincide with theory?
   - Can I justify it?
   - For unreasonable data ask WHY?
     Did the apparatus \ instrument fail?,
     Did I .....  
     • make a mistake?,
     • misread the procedure?,
     • perform the experiment improperly?

   Were chemicals contaminated?,
5. Suggest improvements that could address the short comings ascertained from your evaluations, in (4).

6. Be sure to write in complete sentences and in scientific language, be concise.

*7. If still unsure about how to write the report, then read any scientific research journal. ~ *Analytical Chemistry*, *Use it as a guide.*

**References:**
Give and note in your report's text!

**Questions:**
Answer them if they are given in the lab handouts.
THE LABORATORY NOTEBOOK:

1. ALL DATA IS TO BE RECORDED IN BLACK INK DIRECTLY IN THE NOTEBOOK!!!!
2. Notebooks should be bound and numbered.
3. Label and date entries.
4. An error should be lined through with a single horizontal line, initialed and dated.

Note: Begin each experiment on a new page.

Notebook Format

**Title**
Give the title of the experiment and the date at the top of the page for a new experiment.

**Abstract**
Give a brief description (a few sentences) of the experiment.

**Procedure**
Write a step by step description of what you do in the lab. Important chemical reactions should be included. Number your steps.

**Data**
Enter and tabulate data as it is collected. Record any observations or problems.
Lab Report Grading Guidelines
(General Format to be used unless stated otherwise)

**Presentation:** Is the lab report neat in appearance, or is it just "thrown together?" The lab report must be stapled! (10 pts)

**Format:** Typed or generated by word processor: (30 pts)
On the whole, the report should contain:
- **Correct heading as described in the examples**
- **Title**
- **Content**
  - Is the report well organized < ---- vs ----> poorly organized?
  - Is it readable? Well-written?
  - Are the objectives clearly stated? Does the discussion demonstrate what was done and give an indication about the results obtained.
  - Reports should be written in complete sentence in your own words.
  - Reports should be concise with correct spelling and grammatical usage.
- **Discussion:** Discuss your data, graphs, references, figures, error sources, - etc
- **Summary**
- **Computer-generated graphs** that are clearly labeled on both axes (with given figure numbers, if mentioned in the text).
- **Chemical structures**, computer generated! or (hand drawn in black ink acceptable ).
- **Theory**
- **Experimental Method**
  - Do not write using "cookbook" sentences. Describe what you did using your own words.

**Results:**
- Are the calculations easy to follow? Are statistics used properly?
- Is error treatment discussed? Do you use the correct number of significant figures? (10 pts)
- **Accuracy** (30 pts)
- **Precision** (10 pts)

**Questions** Must be answered! (10 pts)

**Total** (100 pts)

**NOTE:** The above grading scheme is subject to change based on the type of information being obtained in the experiment. For instance, if there are not questions to be answered then those points would not be included and the grade would be computed on a percentage basis of the total amount of points possible for the respective report.