Course Name: CHEM 1305.W01
Instructor: Feri Billiot
Office Location: CS 130D
e-mail: fereshteh.billiot@tamucc.edu

Class meeting time and location: Online
Office Telephone: 361-8256067
Office hours: Wednesday 9am-2pm

Description: This fully online course is taught via the Web at a distance and is available at http://Bb9.tamucc.edu. The learners may need PowerPoint, spreadsheets, word processing, and other software as needed to complete some requirements of this course.

Prerequisites: There are no prerequisites for this course

Learning Objectives or Expected Outcomes: A one-semester principles course for students in non-science related majors covering introductory chemistry. This course could also help prepare students majoring in science for general chemistry.

The overall objective of this course is for the student to master basic chemistry concepts such as:

- Atomic structure
- Chemical bonding
- Periodic behavior of elements
- Chemistry and Environment

Instructional Methods and Activities

The following instructional methods and activities will be used: Lecture Power Points, Homework and Quizzes, Learn Smart, and Discussion Board.

Required Readings

Textbook: Chemistry in Context; Applying Chemistry to Society
Online Homework Account: Connect

Course Schedule

Reading Assignments from the Textbook

- Chapter Zero- Chemistry for a Sustainable Future
- Chapter 1- The Air We Breath
- Chapter 2- Protecting the Ozone Layer
- Chapter 3- The Chemistry of Global Climate Change
- Chapter 4- Energy from Combustion
- Chapter 5-Water for Life
- Chapter 6- Neutralizing the Treat of Acid Rain
- Chapter 7- The Fires of Nuclear Fission
• Chapter 8- Energy from Electron Transfer
• Chapter 9- The World of Polymers and Plastics
• Chapter 10- Manipulating Molecules and Designing Drugs

**Connect Homework:** When you start working on a chapter,
- first read the chapter,
- then look at the power point

After you feel comfortable with the material, start working on Learn Smart. This is fun homework to do and you can work on it until you get 100%. Then work on Homework. You do not have unlimited tries on homework, so do not answer it randomly. Finally, take the chapter quiz. Your homework is extra credit and can help you improve your overall class performance (some of the homework questions will be repeated in quizzes and exam).

**Evaluation:**

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Quiz</th>
<th>Assignment</th>
<th>Learn Smart</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Chapter 1</td>
<td>Quiz</td>
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<td>Assignment</td>
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<td>Chapter 9</td>
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<td>Learn Smart</td>
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</tbody>
</table>

**Total** 200 (not including Assignment)
Class Grade:
- Quizzes and Learn Smart: 200
- Final Exam: 100
- **Final Total Grade**: 300

Bonus Points
- **Assignment**: 20
- Introduction and class discussions: 10
- **Total Bonus Points**: 30

**Assignment Grades** are extra points that will be added to your “Final Total Grade”. You can accumulate up to 20 extra points by completing all the assignments. I highly encourage you to take advantage of these extra points because some of the questions in quizzes and final exam are similar to the assignment questions.

**Introduction Discussion and Class Discussion**: Before you start the course, you introduced yourself to your classmate and get 4 extra points that is added to your final grade. The other 6 extra points are from the discussions that will be assigned during the semester.

**Grade scale:**
- A = 90-100%
- B = 80-90%
- C = 70-80%
- D = 60-70%
- F = 0-60%

**Table 1: Schedule/due dates**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Assignments</th>
<th>Where and How to submit</th>
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</thead>
<tbody>
<tr>
<td>September 19</td>
<td>Chapter 1, Learn Smart</td>
<td>Connect</td>
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<td>September 20</td>
<td>Chapter 1, Assignment</td>
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<td>September 21</td>
<td><strong>Chapter 1, Quiz</strong></td>
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<td>September 27</td>
<td>Chapter 2, Learn Smart</td>
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<td>September 28</td>
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<td>September 29</td>
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<td>October 3</td>
<td>Chapter 3, Learn Smart</td>
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<td>October 4</td>
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<td>October 19</td>
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<td>October 24</td>
<td>Chapter 6, Learn Smart</td>
<td>Connect</td>
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<tr>
<td>Date</td>
<td>Chapter/Assignment</td>
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<td>October 25</td>
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<td>October 31</td>
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<td>November 1</td>
<td>Chapter 7, Assignment</td>
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<td>November 2</td>
<td><strong>Chapter 7, Quiz</strong></td>
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<td>November 7</td>
<td>Chapter 8, Learn Smart</td>
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<tr>
<td>December 1</td>
<td>Final Exam</td>
<td>Connect</td>
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</tbody>
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**Time Requirements**

Regular 3-credit hour courses require approximately 3 hours of class time per week plus 9 hours of study time. Therefore, expect to spend a minimum of 12 hours each week for 15 weeks on this class. Because this is an online course, you may have to spend even more time than 12 hours some weeks.

**Late Work**

There is no specific due date on any assignment/quizzes, you need to complete all the assignment, quizzes, learn smart, and final exam before December first. However, you should follow the due date on Table 1. Finish at least one chapter a week. If you have time, you can complete the entire course early including the final exam.

Grades of "INCOMPLETE" will be given only for certifiable medical reasons or in other extraordinary circumstances. Requests for incompletes must be made in writing and must include:
- Documentation
- Advanced notice
- Date that coursework will be submitted
If the coursework is not submitted by that date, the Incomplete will become permanent.

**Academic Integrity/Plagiarism**

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one's own work.) In this class, academic
misconduct or complicity in an act of academic misconduct on an assignment or test will result in (letter grade of F).

**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. (November 7) is the last day to drop a class with an automatic grade of “W” this term.

**Classroom/professional behavior**

Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

**Statement of Civility (can be in place of classroom/professional behavior)**

Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

**Grade Appeals (College of Science and Engineering Version)**

As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, 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 Procedure 13.02.99.C2.01, Student Grade
Appeal Procedures. These documents are accessible through the University Rules website at http://www.tamucc.edu/provost/university_rules/index.html, and the College of Science and Engineering Grade Appeals webpage (http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school, the Office of the College of Science and Engineering Dean, or the Office of the Provost.

Disabilities Accommodations

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 Corpus Christi Hall 116.

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.

Statement of Academic Continuity

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

Related Issues

Online courses require time management and planning on your part. You cannot afford to get behind since many topics and assignments are based on the skills and products of previous assignments; there is no meaningful way to "cram." Contact me if you are having any problems with assignments.

There is a reliance on technologies in this course that impacts the need to have assignments done on time. Having ample time to complete an assignment will be the responsibility of the student. It is also the student's responsibility to find solutions to technical problems with sufficient time to complete the required tasks. Do not wait until a due date is near to discover/report lack of access to software, inability to connect to a network, etc. While the instructor will help wherever possible, it is the students' responsibility to maintain his or her network. However, technical problems can originate on the TAMU-CC campus, in which case you will not be responsible to complete work that you cannot complete due to TAMU-CC network or software problems. You
are responsible for contacting me as soon as you detect a problem so that we can arrange a way for you to meet the course objectives.

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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.

**Syllabus Disclaimer**

This syllabus has been created as a guide to the class and is as accurate as possible. However, all information is subject to change. Any changes will be posted on the Blackboard Learning System’s Announcements.

**Technical Support and Requirements**

**Blackboard Learning System Help:** [http://iol.tamucc.edu](http://iol.tamucc.edu)

“Help” At the bottom of the Blackboard Course Management Control Panel in the course menu on the left hand column of the course interface. Phone: Help Desk (361) 825-2825

**Island Online Student Resources Webpage:**
[https://distance-education.tamucc.edu/student_resources.html](https://distance-education.tamucc.edu/student_resources.html)

**Getting Technical Help**
If you are having difficulties accessing course materials from your home computer, first let your instructor know, then contact the IOL Helpdesk at (361)825-2692 or submit a request via email to iol.support@tamucc.edu

**Technology Requirements**
To prepare your computer for using Blackboard 9.1, go to [https://iol.tamucc.edu/techreq.php](https://iol.tamucc.edu/techreq.php) for computer requirements.

- To view flash (.flv) files from sites such as You Tube, download the Flash player at [http://get.adobe.com/flashplayer/](http://get.adobe.com/flashplayer/)
Navigating Blackboard 9.1
Once you are in the course, read the “Announcements” on the home page. Check this each time you enter your course. You will see a Course Menu on the left of the page. The menu is a list of links that connect to materials and tools associated with the course. Blackboard has several features and tools for communicating content delivery that you should use almost daily. Links to information about how to use these tools include: Bb Help, which contains a complete guide to learning how to use the many tools and features in Blackboard, and Bb Video Tutorials, which links to a page with videos to show you how to do tasks such as submitting an assignment.

Library resources (including print, electronic, and human) can be accessed through the Mary and Jeff Bell Library website that supports electronic searches of articles, books, journals, course reserves, and databases. It includes information such as Ask a Librarian, research tools, remote access information and tutorials, information about plagiarism and copyright, and interlibrary loan (http://rattler.tamucc.edu/distlearn/). The library is a member of TexShare which provides you with a card that allows you to checkout materials from libraries across Texas. Librarians’ contact information is also on the website and you are encouraged to contact librarians for assistance.

In the event of a campus evacuation I will make every effort to continue teaching your course. Should such an event occur, I will continue to interact with you by using the Blackboard Announcement, Messages, Collaboration, Discussions, Blogs, Journals, and/or Wikis tools. If you have access to the Internet, you will be able to continue your coursework by posting assignments and interacting with me as well as each other online. You will also be able see your grades on assignments, quizzes, and tests using the My Grades tool.

Online Course Guidelines
Students will practice respect and responsibility as a part of this learning community. Here are some things you can do to exhibit an attitude of respect and responsibility:

- Post assignments on time. Early is even better.
- Work extra hard to get to know other classmates.
- Reach out through email Blackboard Messages, Discussions, and Wikis to support each other. If you have good info/tips on what is working for you/resource ideas, please share with the group so we can help each other out.
- Respect other classmates by watching what you say.
- Add your opinions to/participate in the discussions.
- Check the assignments every week. Don’t wait until the last minute.
- Be helpful to other students
- Don't get behind. If you get behind in an online course it is harder to get back on track than it is in a traditional course.
- Stay focused and stay connected.
- Keep up with your assignments and your grades. It is not the teacher's responsibility to tell you what you have or haven't turned in. Your grades will be available in Blackboard so all you have to do is regularly check to make sure you have grades posted for all work.
In general terms, students are expected to "demonstrate a high level of maturity, self-direction and ability to manage their own affairs" and to "conduct themselves in accordance with the highest standards of academic honesty." Instances of plagiarism will be handled in accordance with Texas A&M University-Corpus Christi General Academic Policies and Regulations as listed in the current catalog.

**Delivery of instructor feedback** – During the week (exclude weekends), Instructor response to online requests usually occurs within a 24-hour period, but you can expect a response within 3 days.

**Student login expectations** - Students are required to login often – once every three days at a minimum. It is recommended that students check daily for announcements and updates.

**Faculty availability to support students** - I maintain a consistent web presence and am available to meet online in the Blackboard asynchronous or synchronous environment or via phone.