Instructor: Dr. Tim Su  Office: S-251  Telephone: 415-452-5647
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WEB page: http://www.ccsf.edu/Chemistry/su/su.htm

Office Hours: Tuesday 3:30 PM, Wednesday 11 AM, and by appointment.

Prerequisites: High School Algebra, Mathematics 840, or Placement into Math 860 or higher. We strongly recommend taking Math 860 concurrently with Chem 40 if you plan to continue to Chem 101A or 103A.

TEXTS: “Basic Chemistry” by Zumdahl, 5th Ed. 2003 {Required}
“Student Solutions Manual” {Optional}
“Chemistry 40 Laboratory Syllabus” 8th Ed. {Required}

Required Supplies:
Scientific Calculator  Bound Lab Notebook
Soft (#2) Pencils  Ball Point Pens
Safety Glasses  Roll of paper towels

Grading: There will be three LECTURE EXAMS, a COMPREHENSIVE FINAL EXAM and a LABORATORY portion:

EXAMS (3 x 100) = 300
FINAL EXAM = 200
Laboratory = 100

Total = 600 points

Letter Grade: A ≥ 88%, B ≥ 75%, C ≥ 60%, D ≥ 50%

The CHEM 40 Final Exam will be given on Thursday, DEC 16th, 6:00-9:00 PM.

THERE WILL BE NO MAKE UP EXAMS!!!!

Attendance: College regulations require that students be informed of attendance requirements at the outset of the course. This course consists of one 3-hour lecture, one conference hour and one 3-hour laboratory session per week. ANY student, who MISSES more than 2 lecture classes or more than 2 laboratory sessions, will be regarded as a non-participant and MIGHT BE DROPPED. In our experience, students who missed more than 3 classes do not usually pass Chemistry 40.

STUDY HALL: Student tutors, who are prepared and capable of helping with Chemistry 40, are frequently available in the Chemistry Study Hall. Chemistry tutors are also available at the Learning Resource Center in the Library.
The **Chem 40 laboratory** is designed to help you understand certain basic chemical principles through first-hand experience. For many of you, this will be your first chemistry laboratory, but this experience will also prepare you for future chemistry laboratory courses in terms of techniques, instruments and management skills.

**Laboratory Grading:** 100 points will be earned as part of the lecture score. An earned F for laboratory will result in an F for the course. No make-up labs can be arranged.

**Important Laboratory Notes:**

- No shorts or open toed shoes are allowed in the laboratory. You will be asked to leave if these items are worn to laboratory.
- Protective eyewear must be worn at all times in the laboratory, commencing with the completion of the lab lecture.
- No eating, drinking or smoking is allowed in the laboratory.
- Regular attendance in lab is required. The student may be dropped automatically from the lecture and laboratory sections. The Student may receive a failing grade if 2 or more lab sessions are missed.
- Students must read the laboratory procedure prior to attending the lab session.
- No laboratory work may be done prior to the completion of the lab lecture.
- In the event of a chemical splash into the eye, rinse the eye thoroughly with water in the eye fountain for 10 to 15 minutes.
- Be aware of potential cuts by broken glass.
- Rinse skin and clothing with large amounts of water in the event of contact with chemicals or a spill.
- Report all accidents or injuries to the lab instructor.

**Drop and Withdrawal:**

**Friday, SEPT. 10**  
Last day to drop a class without a “W” notation appearing on the transcript.

**Thursday, NOV. 11**  
Last day to drop a class and receive a “W” notation on the transcript.

Although the instructor has the option to withdraw students from his/her class based on a high absentee rate, **it is the student’s responsibility to officially withdraw from the class.** Failure to do so will result in an F grade being assigned for the course.