

## CH 114 Grade Distribution Form

Name: \_\_\_\_\_

You have the opportunity to tailor your grade in this class to best suit your learning style. **You can negotiate your grade agreement one time only, at Week 7, but only within the options presented here.**

Labs will be completed weekly most Fridays and on some Mondays. Each lab will be worth 10 to 20 points. This is a lab science course so labs must count between 20 and 30% of your course grade. Late labs will lose 25% per class day late. Students completing labs in groups of two (maximum) may choose to submit one lab report for the group. Each student in the group will receive the same score for the report. Extra credit is possible for labs up to the maximum number of points possible for lab.

In-class exams: CH 114 will have two in-class exams, one during week 6, and the other during finals week focusing on class discussions, the chapter reading guides, labs and article discussions. Exam #1 will cover chapters 1, 4, 5 and 6 while exam #2 will cover chapters 11, 12, and 13. Each exam will count between 20 and 30% of your course grade however each exam does not have to count the same so you may pick which exam you want to count for a greater portion of your grade. Exams may have up to 5 extra points available but no other extra credit for exams is possible.

Small projects, activities, article reviews and writing assignments will be worth between 15 and 25% of your course grade. Many of these assignments will be completed during class time in small groups. No extra credit is possible however in-class activities may be completed independently due to an absence.

Reading guides will be provided for each chapter and will serve as study guides for the exams. You may choose to submit your completed reading guides to count between 0 and 5% of your course grade. These reading guides will be graded for completion only. No extra credit is possible.

Labs will count for \_\_\_\_\_% of my course grade (20% to 30%).

Exam #1 will count for \_\_\_\_\_% of my course grade (20% to 30%).

Exam #2 will count for \_\_\_\_\_% of my course grade (20% to 30%).

Activities will count for \_\_\_\_\_% of my course grade (15% to 25%).

Reading guides will count for \_\_\_\_\_% of my course grade (0% to 5%).

**Total must equal 100%.**

**CH 114 Safety Contract: The chemicals you are using may be hazardous to you and the environment. Dispose of chemicals only as directed by the instructor. If you have questions, please ask your instructor.**

- 1) Take small amounts of all chemicals to prevent excess waste. Dispose of all chemicals in the proper waste container. Do not dump chemicals down the drain unless instructed to do so by your instructor.
- 2) Always label the container you use to store chemical reagents. Do not use unlabeled reagents. Adding the wrong reagent could be hazardous and may ruin your experiment so pay attention to your procedure and container labels.
- 3) Never return chemicals to the supply containers, share with a neighbor or dispose of excess chemicals in the waste containers.
- 4) Notify your instructor of chemical spills immediately. Spills need to be cleaned up properly and quickly. Your instructor will tell you the proper method for cleaning up all spills.
- 5) Clean your glassware. Do not put dirty glassware back in your drawer. Do not store chemicals in your drawer without your instructor's permission.
- 6) Please clean up your work area before leaving lab. Return all glassware to its original location.
- 7) If you break a piece of glassware please clean it up using the broom and dust pan in the lab and dispose of broken glass in the white bucket at the front of the lab. Please do not put broken glass in the garbage; this presents a safety hazard to our custodian staff.
- 8) Smoking is not permitted anywhere in the building and horse-play in the lab is dangerous.
- 9) Do not perform any unauthorized experiments. Combining chemicals without your instructor's permission may jeopardize the safety of you and your fellow students.
- 10) Know the location of all safety equipment in the lab, including the safety shower, eye wash, fire extinguisher, first-aid kit and fire blanket. In case of fire or accident, notify your instructor immediately. Evacuate the lab immediately in the case of a fire.
- 11) Do not remove any chemicals from the lab without your instructor's permission.
- 12) Eating and drinking are not permitted in the lab. Please wash your hands before leaving lab to prevent chemical contamination of your next meal or snack.
- 13) Never work alone in the lab, accidents may happen. An instructor or supervisor should be present at all times.
- 14) Dress appropriately for lab. Open-toed shoes, sandals, short skirts or shorts are not permitted in the lab. Long hair should be tied back and contact lenses should not be worn to lab. Safety goggles must be worn in lab at all times.
- 15) Material Safety Data Sheets (MSDS) are available for you to look at for all labs. If you have safety or health concerns please discuss these with your instructor. If you are pregnant, please notify your instructor. Some chemicals used in lab may not be safe for the baby.

I have read these rules and instructions and I shall adhere to them in the lab.

Signed

Date