



Purdue West Lafayette/Indianapolis
Department of Chemistry
General Chemistry II - Lab
CHM (WL) 11620
WL Fall 2026

Course Information

Meeting Information: CHAS (for specific room number, check MyPurdue)

Meeting Day/Time: Fridays, for specific times, check MyPurdue

Instructor(s) Contact Information



Name: Dr. Jeanine Conklin
Email: jaconkli@purdue.edu
Office Phone Number: 765.494.5250
Student Consultation Hours
Thursdays 8:30-9:30 AM

Name: CHM 11620 Help
Email: CHM11620help@purdue.edu
Office Phone Number: 765.494.5250
Student Consultation Hours
by appointment

Course Description

Credit Hours: 1.00. In-person laboratory class to accompany CHM 11610. Topics covered

can include chemical reactions, thermodynamics, equilibrium, rates, kinetics, quantitative analysis, and acid-base equilibria.

Prerequisites: Undergraduate level, CHM 11610, Minimum Grade of D [may be taken concurrently] and (Undergraduate level, CHM 11500, Minimum Grade of D or Undergraduate level, CHM 11520, Minimum Grade of D or Undergraduate level, CHM 11530, Minimum Grade of D or Undergraduate level, CHM 11200, Minimum Grade of B)

Course Learning Outcomes

By the end of the course, you will be able to:

1. Understand how scientific equipment and analog and/or digital instruments are used to obtain data measurements.
2. Understand safe laboratory practices and proper chemical hygiene methods associated with an experiment.
3. Develop observational skills during experiments to collect quality data and articulate observations in their laboratory reports.
4. Maintain ethical and trustworthy recordkeeping and reporting methods: recording data precisely, deciding on when a data set is kept or discarded for the experiments performed.
5. Analyze experimentally obtained data by using calculations and mathematical analysis techniques, such as graphical analysis of data sets.
6. Interpret experimental data and analyze this data using scientific models, concepts, representations, and equations.
7. Use evidenced-based reasoning to make claims and critique results. Make connections between lab results and the theories/concepts learned in lecture.
8. Use safe practices, proper chemical hygiene, and standard protocols while in a laboratory.
9. Collect and record digital data sets using modern data collection techniques including wireless data collection and cloud-based data storage.
10. Work with a partner(s) to accomplish laboratory work.
11. Experience chemistry in-person through direct use of chemicals, laboratory equipment, and instrumentation to complete a laboratory experiment.

Course Description:

Chemistry 11620 is a continuation of CHM 11520 (General Chemistry I). Topics studied include solutions; quantitative equilibria in aqueous solution; introductory thermodynamics; oxidation-reduction and electrochemistry; chemical kinetics; qualitative analysis; further descriptive chemistry of metals and nonmetals.

The course has been designed and structured so that in addition to the treatment of the

concepts and topics listed above, there is a simultaneous emphasis on development of problem-solving skills. Laboratory experiments are scheduled weekly and offer an opportunity to reinforce and extend what is discussed in lecture (CHM 11610), explore new topics, and to develop your knowledge of chemistry laboratory skills.

The Chemistry 11620 team—the instructor, teaching assistants, administrative assistants, and preparations lab staff—are committed and focused on helping you learn chemistry. We know that this is a foundational course for your major and in order to achieve your goals and dreams you need to do well in the course! Please read on to learn about the required materials, recommended ways to prepare, grading, and other course policies and procedures.

How to Succeed in this Course

It will take you at least two hours on your own for every hour you spend interacting with the course in order to study and learn the material. This means you will spend about 6-10 hours of distraction-free studying and working with chemistry lab each week. You may spend this time reviewing and annotating your lab manual, reading the text, doing PreLab assignments, preparing a procedure, answering Lab questions, or other things. You may find yourself spending *more than* 6-10 hours per week if your math skills need improvement or if it has been a few years since you took a chemistry course. If you are committed to your goals and dreams, then dedicate yourself to spending the necessary time to perform well.

Resources (Sources of Help)

Course resources are linked in the [Resources](#) module on Brightspace and are listed below.

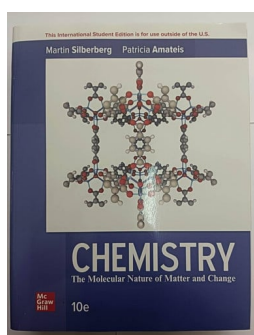
- Office hours: The instructor and TAs will hold office hours each week. You may attend the office hours of any TA in this course. Detailed schedules will be posted on Brightspace in the [Resources](#) module.
- Chemistry Resource Room, WTHR 117B
- Academic Success Center, <https://www.purdue.edu/asc/>.
- Private tutors (not free): see list on Brightspace ([Resources](#)).

Reading Assignments and Learning Objectives

Reading assignments are listed at the end of this packet and will also be provided on Brightspace. Reviewing the assigned material prior to the laboratory is recommended. Some of the material will be covered in the CHM 11610 lecture and some on your own.

Learning Objectives lists the concepts you are expected to understand and the skills (calculations) you are expected to demonstrate for each topic covered in the course. Quiz questions will be based on the Learning Objectives for each lab.

Learning Resources, Technology & Texts



Chemistry The Molecular Nature of Matter and Change

ISBN: 9781266222832

Authors: Martin S. Silberberg, Martin Silberberg, Patricia Amateis

Publisher: McGraw-Hill Education

Publication Date: 2023

Required Materials

Goggles: Our Departmental policy requires that students and staff are required to wear **approved safety goggles (NOT safety glasses)** while in the teaching laboratories. The goggles must be SPLASH PROOF, INDIRECTLY VENTED safety goggles (ANSI Z87.1:2020 (+D3)). Goggles can be purchased online, at the bookstores, or from CHAS 1st or 4th floor storeroom. Goggles are not required during the prelab discussion. When lab work begins, goggles go on until you exit the lab. This includes the first day of lab and the last day, **i.e. during check-in and check-out!**

Lab Manual: The lab manual and assignments are posted on Labflow. Students enrolled in this course must purchase access to LabFlow (the digital lab manual). Access to LabFlow is required; students cannot complete the course without having access to the digital labs. The cost and link to purchase access will be updated and posted to Brightspace in the **Lab flow** module. We recommend you “pay later” when first registering for access to Labflow. However, you will need to pay *within* 2 weeks of first access to continue to use the platform.

Textbook: The textbook used in CHM 11620 is *Chemistry: The Molecular Nature of Matter and Change*, 10th edition, by Silberberg and Amateis. There are several options available for purchasing a paper and/or electronic version of the book, including

purchasing a loose-leaf version with eBook directly from McGraw-Hill for \$59.13 plus tax. See Brightspace for further information.

Office 365 You can download the Teams/OneNote programs for free. Go to <https://it.purdue.edu/services/microsoft-office-365.php> and log in using your Purdue account.

Calculator: You may use a simple, scientific calculator or the one included on the iPads in lab. See CHM 11610 Brightspace ([Exam Information](#)) for details.

Brightspace learning management system (LMS)

Access the course via Purdue's Brightspace learning management system. It is strongly suggested that you explore and become familiar not only with the site navigation, but also with the content and resources available for this course. See the Student Services widget in Brightspace for Technology Resources, Academic Resources, Campus Resources, and Health and Well-Being Resources.

Assignments

Each week, your progress in achieving the course learning outcomes will be assessed through a series of prelab quizzes, procedure assignments and lab reports. These assignments will be turned in through Labflow.

Weekly Assignments

During *most* weeks, you will have the following assignments:

Item	Platform	Day	Time
Prelab Quiz	Labflow	Day before your lab day	Due by 11:59 PM
Experiment Procedure	Labflow	Day before your lab day	Due by 11:59 PM
Post-Lab Report	Labflow	Day of your lab day	Due by 11:59 PM

Changes will be announced on Brightspace.

Laboratory Assignments

You will access digital lab materials (instructions/manual), watch weekly prelab videos and access all assignments via the Labflow program. Instructions for Labflow purchase and registration are in the [Lab flow](#) module on Brightspace.

Laboratory Attendance and Participation

Lab attendance is required since CHM 11620 is a laboratory course. Students with *excused* absences are eligible to complete lab make-up assignments. Students with *unexcused* absences are eligible for **one lab make-up assignment, per student, per semester**, provided the student applies for a make-up assignment **before** the lab start time. Refer to the instructions listed in the [Absences](#) module of Brightspace to request a lab make-up assignment. Students can complete no more than four lab make-up assignments per semester for excused absences or disability accommodations. To account for *all other absences* (i.e., unexcused), the one lowest lab score is dropped at the end of the semester, i.e., 10 of 11 lab scores are included in your final grade.

In the cases below, a zero score (failure to complete) will be assigned:

- being absent for any reason (except excused grief, jury duty, medical, or military absences or NCAA travel or approved professional development)
- being dismissed from lab for an incomplete Safety Certification (score <20/25)
- being dismissed from lab for safety violations, including dress and goggle violations. *If you go home to change clothes, you must be back within the first 10 minutes of the lab period. If someone brings you clothes, it must be within the first 10 minutes of the lab period.*
- arriving more than 10 minutes after the lab start time (including if you go home to change clothes)
- leaving lab early or otherwise not completing the lab project
- inadequate preparation that hinders lab participation, such as not completing the Prelab Quiz or Procedure
- not contributing constructively to the group's work in lab, including leaving the laboratory for longer-than-necessary periods of time/personal breaks
- not recording appropriate data and/or observations during lab
- failure to submit a lab report, even if you attended the lab

Minimum lab completion: You are required to complete 9 of the 11 lab experiments and reports. If you complete 8 of the 11 lab experiments and reports, then your final letter grade will be reduced by one full letter grade. If you complete 7 or fewer of the 11 lab experiments and reports, then you will receive a failing grade for the course. Attending lab but not completing the lab report is considered a failure to complete.

Prelab Quizzes

The purpose of the prelab quizzes on Labflow is to ensure that you have adequately

prepared for the lab by reviewing the procedure, concepts, and calculations. For the best chance of success, take the prelab quiz *after* reading the lab materials and watching the Prelab video on Labflow.

Prelab videos are required to be watched before access is granted to take the quizzes.

Prelab quizzes are *individual* assignments. Collaboration with other students or assistance from TAs *during the quiz* is not allowed. (However, you are allowed to access the lab materials.)

Prelab quizzes are due each week in which lab meets on the day before your lab by 11:59 PM.

If you do not attempt the quiz before the deadline, you will receive a zero for the quiz (out of 16 points), and you will **NOT** be allowed to attend the lab and earn points for the lab report (20 points). There are no make-up quizzes or time extensions except for excused absences or approved accommodations. The lowest prelab quiz score is dropped at the end of the semester to account for illnesses, technical difficulties, and other absences that are not excused.

Experiment Procedures

Each lab will have an experiment procedure assignment is a *hand-written pictorial summary* of the experiment for the week, which includes the following components:

- Purpose of the experiment
- Equipment and Reagent list (preferable)
- Diagram of the experiment (all parts) with amounts, times and parts labeled
- Safety and waste information
- Proper lab manual citation

Prelab videos are required to be watched before access is granted to Procedure Assignments.

The experiment procedures are *individual* assignments. You should use the lab materials posted on Labflow, but do not simply copy and paste them, as this is considered academic dishonesty.

The experiment procedure (4 points) is due each week in which lab meets on the day before your lab by 11:59 PM.

If you do not complete the experiment procedure, you will not **NOT** be allowed to attend the lab and earn points for the lab report (20 points).

Submitting blank or severely flawed diagrams may result in dismissal from lab.

There are no make-up experiment procedures or time extensions except for excused absences or approved accommodations. The lowest experiment procedure score is dropped at the end of the semester to account for illnesses, technical difficulties, and other absences that are not excused.

Lab Reports

For each lab, you are eligible to earn 2 points for attendance and participation. To earn these points, you must remain in lab until you have completed (submitted) your report or until the end of the lab period, whichever comes first. If you leave lab before your report is completed (submitted) or before the end of the lab period, you will get a zero for attendance (0/2 pts).

For each lab project, you will complete an *individual* lab report in Labflow. You have 2 attempts for each lab report. To access your second attempt, click “Attempt Activity Again” at the bottom of the screen. All submissions will be analyzed by the Turnitin plagiarism checker. If your similarity score for any answer(s) is/are too high, then rewrite and resubmit.

You are encouraged to refer to lab materials and notes while completing the reports. Also, you may discuss your report with peers and your TA, however ***you must do your own work*** (i.e., you should not copy or submit another student’s answers).

Lab reports are due by 11:59 PM on the day that you have lab. Check all your work carefully before the deadline to make sure you answered all the questions. Late lab reports are not accepted.

Complete the lab report appropriately:

- All text in your report, except for calculations, must be typed, not handwritten.
- Answer in full sentences for open-ended questions. Answer all parts of the questions.
- Each student must prepare individual graphs and tables, *not* take screenshots or photograph other students’ work. Label graphs and tables clearly.
- Show calculation steps clearly for mathematical questions. Make sure your handwriting is clear and legible. If your TA cannot read your work, then they cannot provide credit for it.
- Show the use of correct units and significant figures for your measurements and calculation results.
- Ensure results and conclusions are consistent with *your* data and observations.
- Answer questions using your own words, i.e., using distinct language.
- Cite the lab manual if you are quoting directly from it or put information from the lab manual into your own words.
- **The use of ChatGPT or other AI agents is not permitted in the course and the use of AI will be considered academic dishonesty.**

Grading Scale

Per the Purdue University Academic Regulations, the following grades shall be available to be assigned by the instructors and reported when they are called for by the registrar:

A+

A: Highest passing grade.

A-

B+

B

B-

C+

C

C-

D+

D

D-: Lowest passing grade; marginally passing minimal objectives of the course.

E: Conditional failure; failure to achieve minimum objectives, but only to such limited extent that credit can be obtained by examination or otherwise without repeating the entire course. This grade represents failure in the course unless and until the record is duly changed within one semester. It cannot be improved to a grade higher than D. (See section E.) When an instructor reports a grade of E, they shall file in the departmental office a statement of what is required of the student to receive the passing grade.

F: Failure; failure to achieve minimal objectives of the course.

The student must repeat the course satisfactorily in order to establish credit in it.

Grades and Grade Reports

Determining Your Course Grade

Each of the assigned course activities for CHM 11620 is worth the number of points listed below. Before course grades are finalized at the end of the semester the following scores will be dropped:

- your *one* lowest prelab quiz score
- your *one* lowest experiment procedure score
- your *one* lowest lab report score

The total number of points for CHM 11620 will be distributed as follows:

Week 1 Assignments_10 pts_(not dropped)

Week 2 Assignments_5 pts_(not dropped)

Experiment Procedures_40 pts_(best 10 of 11 at 4 pts each)

Prelab Quizzes_160 pts_(best 10 of 11 at 16 pts each)

Lab Reports 200 pts_(best 10 of 11 at 20 pts each)

Sub-total 415 pts

Your final course grade will be based on the following scale out of 415 total points:

A: 373.5 - 415+ points

B: 332 - 373.49 points

C: 290.5 - 331.99 points

D: 249 - 289.99 points

F: Fewer than 249 points OR failure to complete 4 or more labs

This approach to grading means that the grade you get in this course depends primarily on *your own* effort and performance. *It also ensures that all students who do well in the course will get good grades.*

Periodically during the semester, your total points will be calculated, and your tentative letter grade to date will be posted so that you can see how well you are doing in the course.

You must check all your grades on Brightspace regularly. Grade issues that are brought forward after the deadlines may not be considered, depending on the timing and situation.

Minimum lab completion: You are required to complete 9 of the 11 lab experiments and reports. If you complete 8 of the 11 lab experiments and reports, then your final letter grade will be reduced by one full letter grade. If you complete 7 or fewer of the 11 lab

experiments and reports, then you will receive a failing grade for the course. Attending lab but not completing the lab report is considered a failure to complete.

Lab Grades

Graded lab reports will be available for viewing approximately one week after submission. You are encouraged to review the graded work as your TA may have left useful feedback for your future improvement. If you have questions about a lab grade, speak with your TA or Dr. Conklin *within one week* of the graded report being made available to you. After this point, grade adjustments or changes may not be possible.

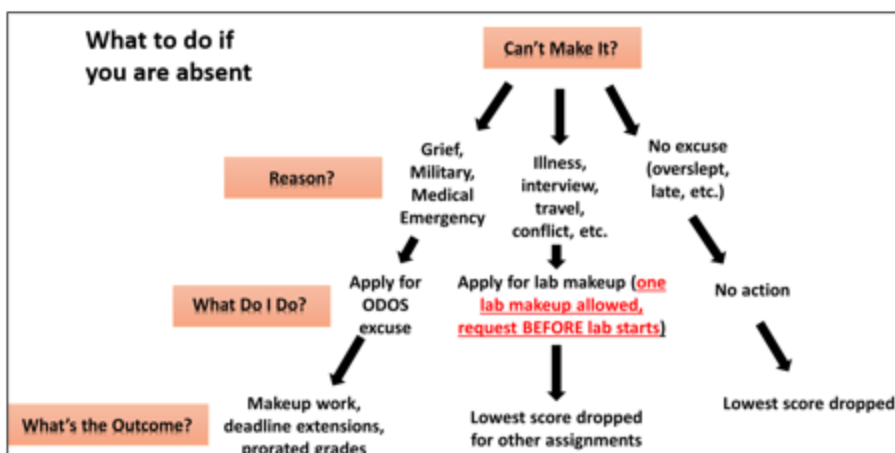
To have a lab report regraded, after you have already discussed the issue with your TA, and it is still unresolved:

- Consult the [Report Regrade Request](#) module on Brightspace.
- Read the lab regrade requirements posted on the Brightspace module.
- Complete the “Lab Regrade Form” to send a detailed and specific explanation of why you are requesting a regrade. Refer to the specific question(s) with which you have an issue. “I deserve more points” alone is not an acceptable explanation.
- The lab supervisors will conduct the regrade based on the original rubric. In most cases, your TA will be consulted.
- If a grade is changed, we will update the score in Labflow and/or Brightspace.
- Regrade requests will only be accepted *for one week* after the lab report has been graded.
- The whole lab report will be regraded and it is possible to get a lower score upon regrade.

Attendance Policy

Attendance and Absences

This course follows the [University Academic Regulations](#) regarding class attendance which states that students are expected to be present for every meeting of the class in which they are enrolled. Only the instructor can excuse a student from a course requirement or responsibility. If you are absent, refer to the information below and the [Absences](#) module on Brightspace and act accordingly.



Excused Absences

Under academic regulations, excused absences may be granted by ODOS for cases of grief/bereavement, military service, jury duty, parenting leave, or emergent or urgent care medical care (details below). To request make-up work for *excused* absences, use the forms called “*Excused Absence Lab Make-up Request*” in the [Absences](#) module on Brightspace. **Notifications must be received no later than the return to campus date approved by ODOS.**

Student athletes who miss class for NCAA travel should fill out the form in the [Absences](#) module on Brightspace to receive the lab make-up assignment. A student athlete must submit their NCAA travel letter to the Absences form to be eligible for a lab make-up assignment.

Absences due to academic or professional development activities should submit the official letter in the Absences form at least one week prior to the absence for consideration and fill out the form in the [Absences](#) module on Brightspace.

Documentation of the activity must be provided in the form. Make-up assignments may or may not be provided, depending on the nature of the activity (according to the judgement of the instructors).

Unexcused Absences

To account for *unexcused* absences (illnesses, trips, conflicts, or other situations), the lowest score in each grade category (prelab quiz, procedure, lab report) is automatically dropped at the end of the semester. This includes internet or related technology issues that may have prevented you from completing a lab report, experiment procedure or prelab quiz. **Students with unexcused absences are eligible for one lab make-up report, per student, per semester**, provided the student applies for a make-up assignment

before the lab start time. Use the form in the [Absences](#) module on Brightspace to request a make-up lab. No other make-up work or deadline extensions (i.e., for prelab) are possible for *unexcused* absences.

Absence accommodations

Absence accommodations, such as modified attendance, approved by the **Disability Resource Center** will be handled individually. Contact the General Chemistry office (genchem@purdue.edu) for more information.

Grief Absence Policy for Students (GAPS)

If you experience the death of a family member or close friend, fill out the form at <https://www.purdue.edu/advocacy/students/absences.html>. Scores for any missed assignments covered under a verified GAPS absence can be pro-rated (assigned a score based on your average grade for that type of assignment at the end of the semester) or you can make up the work. Refer to the [Absences](#) module on Brightspace for more information or alternatives.

Military Absence Policy for Students (MAPS)

If you are required to complete mandatory military training, fill out the form at <https://www.purdue.edu/advocacy/students/absences.html>. Scores for any missed assignments covered under a verified MAPS absence can be pro-rated (assigned a score based on your average grade for that type of assignment at the end of the semester) or you can make up the work. Refer to the [Absences](#) module on Brightspace for more information or alternatives.

Medical Excused Absence Policy for Students (MEAPS)

Students may occasionally have to miss class and other academic obligations due to hospitalization or emergency department visits. This policy is intended for **emergent care only (note that urgent care visits are no longer included in this policy)**. **Emergent medical issues are those that pose a threat to loss of life or limb** (e.g., serious burns, seizures, severe cuts requiring stitches, broken/dislocated limbs or joints, head injuries). The Office of the Dean of Students will not provide notes to instructors for primary care medical appointments or routine care (e.g., overall wellness, dental care, general behavioral health care) nor occasional symptoms (e.g., pink eye, colds, flu).

A student who has experienced a medical emergency as described above should complete the Medical Excused Absence Request Form (<https://www.purdue.edu/advocacy/students/absences.html>) as soon as possible to request that an absence notification be sent to instructors. You will be given the opportunity to make up the work missed due to a medical excused absence. Refer to the **Absences** module on Brightspace for more information on requesting make-up work.

If your illness is not a medical emergency, then your missed work will be handled either by the one make-up lab policy or the dropped score policy. For special consideration, contact Dr. Conklin, jaconkli@purdue.edu. For privacy reasons, we are prohibited from accepting medical documentation, so do not include it.

Course Schedule

Disclaimer: This syllabus/course packet is subject to change. Students will be notified of any changes via Announcements on Brightspace and/or email.

Week #	Week of	Lab Name	Reading	Prelab Quiz & Procedure Due 11:59 PM	Report Due 11:59 PM
1	8/24	Safety Quiz; Lab Orientation Assignment; Week 1 Excel Review	Ch. 1, 3, 21		8/28*

Week #	Week of	Lab Name	Reading	Prelab Quiz & Procedure Due 11:59 PM	Report Due 11:59 PM
2	8/31	Check In; iPad orientation; Titration Activity; Chemical Oscillations WS; Agreement for Cooperative Work	Ch. 18		9/4*
3	9/7	Lab 1: A Chemical Oscillation Reaction	Ch. 20	9/10	9/11
4	9/14	Lab 2: Thermodyn amics and Equilibrium	Ch. 20, 17	9/17	9/18
5	9/21	Lab 3: Bromocreso l Green Equilibrium Systems	Ch. 17	9/24	9/25
6	9/28	Lab 4: Iron (III) Thiocyanate Equilibrium Systems	Ch. 17	10/1	10/2

Week #	Week of	Lab Name	Reading	Prelab Quiz & Procedure Due 11:59 PM	Report Due 11:59 PM
7	10/5	(Pre)Fall Break - No Lab			
8	10/12	Lab 5: Factors Affecting Rates of Chemical Reactions	Ch. 16	10/15	10/16
9	10/19	Lab 6: Chemical Kinetics, P1	Ch. 16	10/22	10/23
10	10/26	Lab 7: Chemical Kinetics, P2	Ch. 16	10/29	10/30
11	11/2	Lab 8: How much Copper is in a Penny?	Ch. 21	11/5	11/6
12	11/9	Lab 9: Electrolyte and Nonelectrolyte Solutions	Ch. 18	11/12	11/13
13	11/16	Lab 10: Acid-Base Equilibria	Ch. 19	11/19	11/20
14	11/23	Thanksgiving - No Lab			

Week #	Week of	Lab Name	Reading	Prelab Quiz & Procedure Due 11:59 PM	Report Due 11:59 PM
15	11/30	Lab 11: Preparation of Buffers	Ch. 18	12/3	12/4
16	12/11	Check Out			
Finals	12/14	No Final Exam			

*Weeks 1 and 2 assignments are not Lab Reports, and do not count in that grade category

Academic Integrity

Purdue's Honor Pledge

"As a Boilermaker pursuing academic excellence, I pledge to be honest and true in all that I do. Accountable together - we are Purdue." <https://www.purdue.edu/odos/osrr/honor-pledge/about.html>

Academic Integrity

All students are expected to be familiar with Purdue's policies on academic integrity (<https://www.purdue.edu/odos/osrr/academic-integrity/index.php>).

"Dishonesty in connection with any University activity may result in informal action or disciplinary sanctions. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty. The commitment of acts of cheating, lying, stealing, and deceit in any of their diverse forms (such as the use of ghost-written papers, the use of substitutes for taking examinations, the use of illegal cribs, plagiarism, and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid and abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest." *From University Senate Document 72-18.*

In CHM 11620, academic integrity means "doing your own work" at all times. Copying and pasting from any source does not support or reflect your intellectual contribution to the assignment in the course and is unacceptable.

Discussion of chemical concepts is encouraged but sharing your answers and work on social media for the *express purpose* of allowing other students to copy it is not acceptable. Such a use of technology does not help you learn the material and is considered academic dishonesty.

Online quizzes in CHM 11620 are open book and open note, however all collaboration with others (such as Group Me, Zoom, discussion boards, text, in-person, etc.) during a quiz is prohibited.

Using any online resources such as Course Hero, Chegg, AI, etc to gain answers to any graded assignment is *not* allowed. Posting course materials to websites is a violation of copyright laws and is *not* allowed. The CHM 11620 instructors can obtain user information from Chegg and other sites when inappropriate course material is posted. This information will be investigated.

Consequences of academic dishonesty include receiving a lower or failing grade for an assignment, being required to repeat the assignment, receiving a lower or failing grade for the course and/or dismissal from the University. Any academic dishonesty-related grade changes are not eligible for dropping. Incidents of academic integrity are referred to the Office of the Dean of Students. A student accused of academic dishonesty will be afforded due process as defined by Purdue University procedures.

This course packet is a contract between CHM 11620 students and instructors. If a student violates the contract by committing an act of academic dishonesty, the instructor reserves the right to alter the terms of the contract (including grading policies) at her discretion.

Students who observe an issue of academic integrity can report it to the Office of the Dean of Students (<https://www.purdue.edu/odos/> - use the General Incident Report to report anonymously), call 765-494-8778 or email integrity@purdue.edu.

AI Policy

Artificial Intelligence (AI) and Large Language Models (LLMs) such as ChatGPT, Gemini, Claude, etc, are sometimes useful tools. However, at this point, AI tools do not reliably distinguish fact from fiction and the information they provide can be incomplete or, often, inaccurate, especially for chemistry. You must be engaged in thoughtful interaction with the content of this course to develop the knowledge and skills required

for your development and success. For these reasons, **the use of AI agents is not permitted in the course.**

The following are considered violations of the Purdue academic integrity policy:

- The copy, paste and submission of AI-generated material as your own content
- Uploading any instructor-created materials (lab manuals, quiz questions, etc) into any AI platform

Students should preferably use: 1. The course lab manuals, 2. The textbook to learn the chemical concepts covered in this course. Proper citation methods for all sources should always be employed when using any source. See the [Resources](#) module in Brightspace for how to properly cite content in this course.

Nondiscrimination Statement

Purdue University is committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her potential. A hyperlink to Purdue's full Nondiscrimination Policy Statement is included in the Academic Resources table on your Brightspace homepage.

Accessibility

Every member of our course should be able to access, use, and learn from the materials we share. This includes all course related digital content that you and I share in the course. This approach helps promote equal access for everyone at Purdue and is mandated federally by [Title II of the Americans with Disabilities Act \(ADA\)](#). We will work together to provide this access within our Brightspace course.

- My part, as the instructor, is to make sure all course materials shared to Brightspace, such as documents, slides, videos and audio, and images, meet accessibility guidelines and to assist you in making sure anything you share is accessible. If we can do anything further to support your access to and engagement with course materials, please notify me.
- Your role, as a student, is to make sure anything you post for other students to engage with is also accessible, such as peer grading, peer feedback, and discussion board posts. This expectation is built into all course assignments that require you to post to Brightspace.
- A good starting place for students and instructors is to bookmark and review the

[Innovative Learning Accessibility Checklist](#) for guidance on creating accessible materials. We need to work together to make sure all materials on our course Brightspace are accessible.

- If you select materials to share on our Brightspace from Purdue Libraries catalog or databases, best practices include choosing items that:
 - Can be downloaded in full
 - Are available in EPUB or HTML formats
 - Include alternative text for written materials or captions for audio/visual content

Accessibility

Purdue University strives to make learning experiences accessible to all participants. If you anticipate or experience physical or academic barriers based on disability, you are encouraged to contact the Disability Resource Center at: drc@purdue.edu or by phone: 765-494-1247, as soon as possible.

If the Disability Resource Center (DRC) has determined reasonable accommodations that you would like to utilize in this class, you must send your Course Accommodation Letter. Instructions on sharing your Course Accommodation Letter can be found by visiting: <https://www.purdue.edu/drc/students/course-accommodation-letter.php>. Additionally, you are strongly encouraged to contact course instructors as soon as possible to discuss implementation of your accommodations.

Students are responsible for releasing their Course Accommodation Letter (CAL) to their course instructors as early as possible. Accommodations are not retroactive and generally cannot be applied to coursework, exams, or other academic requirements that occurred before the CAL was released. Sufficient advance notice may be necessary to arrange and implement certain accommodations.

If you have any questions about the lack of implementation of accommodations on quizzes, please contact Melissa Roadruck at melissa@purdue.edu. Please also be aware that accommodation requests to application may take up to five business days.

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765-494-1247, as soon as possible.

If the Disability Resource Center (DRC) has determined reasonable accommodations that you would like to utilize in my class, you must release your Course Accommodation Letter to me. Instructions on sharing your Course Accommodation Letter can be found by visiting: [How To Use Your Course Accommodation Letter](#). Additionally, you are strongly encouraged to contact me as soon as possible to discuss implementation of your accommodation.

Mental Health/Wellness Statement

If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try [Therapy Assistance Online \(TAO\)](#), a web and app-based mental health resource available courtesy of Purdue Counseling and Psychological Services (CAPS). TAO is available to all students at any time by creating an account on the [TAO Connect](#) website, or downloading the app from the App Store or Google Play. It offers free, confidential well-being resources through a self-guided program informed by psychotherapy research and strategies that may aid in overcoming anxiety, depression and other concerns. It provides accessible and effective resources including short videos, brief exercises, and self-reflection tools.

If you need support and information about options and resources, please contact or see the [Office of the Dean of Students](#). Call 765-494-1747. Hours of operation are M-F, 8 a.m.-5 p.m.

If you find yourself struggling to find a healthy balance between academics, social life, stress, etc., sign up for free one-on-one virtual or in-person sessions in West Lafayette with a [Purdue Wellness Coach at RecWell](#). Student coaches can help you navigate through barriers and challenges toward your goals throughout the semester. Sign up is free and can be done on BoilerConnect. Students in Indianapolis will find support services curated on the [Vice Provost for Student Life](#) website.

If you're struggling and need mental health services: Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of mental health support, services are available. For help, such individuals should contact [Counseling and Psychological Services \(CAPS\)](#) at 765-494-6995 during and after hours, on weekends and holidays, or by going to the CAPS offices in [West Lafayette](#) or [Indianapolis](#).

Emergency Preparedness

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's control. Relevant changes to this course will be posted onto the course website or can be obtained by contacting the instructors or TAs via email or phone. You are expected to read your @purdue.edu email on a frequent basis.

See [Purdue's Information on Emergency Preparation and Planning](#). This website covers topics such as Severe Weather Guidance, Emergency Plans, and a place to sign up for the Emergency Warning Notification System. I encourage you to download and review the [Emergency Procedures Guide](#).

The first day of class, I will review the **Emergency Preparedness plan for our specific classroom**. Please make note of items like:

- The location to where we will proceed after evacuating the building if we hear a fire alarm.
- The location of our Shelter in Place in the event of a tornado warning.
- The location of our Shelter in Place in the event of an active threat such as a shooting.

Student-Related Policies

The Vice President for Ethics & Compliance website includes a list of [Student Policies](#). Among those is the [Violent Behavior](#) policy, which explains that Purdue is committed to providing a safe and secure campus environment for members of the university community. Purdue strives to create an educational environment for students and a work environment for employees that promote educational and career goals. Violent behavior impedes such goals. Therefore, violent behavior is prohibited in or on any University facility or while participating in any university activity.

Grade Appeals Process

At the end of the course, after final course grades have been assigned, students who believe their grade was assigned contrary to what is outlined in the course syllabus, has been assigned arbitrarily, or has been reduced too severely due to a violation of course

academic integrity policies, may submit an appeal request to have this final course grade reviewed. The University's Grade Appeal Process is outlined in the University Catalog and is also referenced on the website for the [Office of Student Rights and Responsibilities \(OSRR\)](#).

Staff in the OSRR office are able to assist in determining if a Grade Appeal is appropriate. Generally, students should not expect a grade appeal to be successful if there is a lack of information to support the appeal or if the student merely thinks that the assigned grade is "unfair". Students must also attempt to resolve the matter informally with the course instructor prior to beginning the appeal process.

Basic Needs Program

If you are facing challenges securing basic needs such as food, housing, transportation, health services, or access to technology or childcare resources and believe this may affect your performance in the course, please contact the Office of the Dean of Students (ODOS) to help coordinate with community resources. These services vary by location. In West Lafayette, see the [Basic Needs Program](#) website, or email basicneeds@purdue.edu. To connect with a Student Support Generalist on the Indianapolis campus, contact them by phone at 765-495-7797 or email studentlifeindy@purdue.edu.

Course Evaluation

Toward the end of this semester, you will be provided with an opportunity to give feedback on this course and your instructor. Purdue uses an online course evaluation system, and I will not have access to this anonymous feedback until after final grades are submitted. You will receive an official email from evaluation administrators with a link to the online evaluation site and will receive a prompt to complete the survey when you login to Brightspace. The subject line will be: Please take 2-5 minutes to complete the survey. Check your "Junk E-mail" folder occasionally to be sure the evaluation emails were not accidentally routed there. Your participation is an integral part of this course, and your feedback is vital to improving education at Purdue University. I strongly urge you to participate in the evaluation system.

This syllabus is subject to change. You will be notified of any changes as far in advance as possible via an announcement on Brightspace. Monitor your Purdue email daily for updates.

Lab Safety

Lab Safety

*Students' safety in the laboratory is a priority, and everyone is required to comply with the following safety regulations. Failure to comply will result in being sent home from lab **with a score of zero**, which counts as a lab failure to complete. It is your responsibility to know the policies. You may or may not receive a warning before being dismissed from lab for safety violations.*

- All students must complete the online safety certification with a score of at least 20/25 by Mon. Sep. 7 at 11:59 PM to participate in Lab 1 during Week 3. If you fail to complete the safety certification, it will reopen on Fri. Sep. 11 at 6 PM and will be due the following Monday at 11:59 PM.
- You will be sent home and will receive a zero for *each* lab you miss due to an incomplete safety certification.
- Goggles (indirectly vented) are **always required** in the laboratory, including during clean up, report-writing, and lab check-out. If you are in lab and your goggles are not covering your eyes, you will be sent home and will receive a zero for the lab and the lab report (failure to complete). When lab is over and you remove your goggles, you must walk out of the lab *immediately*. In other words, you must put everything away, pack-up, and chat with classmates *before* removing your goggles.
- Wear gloves when specified by the lab instructions or by your instructor.
- If your hair is longer than shoulder length, you must tie it behind your head.
- Contact lens wearers are encouraged to wear glasses in the laboratory.
- Food and beverages, **including water bottles**, are not allowed in the labs.
- Follow your instructor's guidance on appropriate handling of hazardous materials and disposal of chemical waste.
- Promptly clean up spills and tidy the laboratory before leaving.
- Proper dress (clothing and shoes) is required. Your clothing must **cover you from your neck (collarbone) to your ankles** when sitting, standing, or reaching. Your feet must be completely covered by your shoes (see image below). Your TA or lab supervisor might ask you to raise your arms or bend your knees to check if your attire violates the dress code.

If you attend lab in unacceptable attire, you will be sent home and will receive a zero for the lab (failure to complete).

Unacceptable clothing includes, *but is not limited to*:

- tops that are sleeveless, low-cut or V-neck (below the collar bone), bare midriff or tank-

style

- loose-knit sweaters that expose your skin
- pants that are ripped or have **holes** in the fabric of *any* size
- tights or **leggings**
- Capri or cropped pants
- skinny or ankle pants that reveal skin between the shoe and the bottom of the pant leg
- shorts
- short skirts (i.e. shorter than floor length)
- open-toed and/or open-heeled shoes (including Crocs, Birkenstocks, Ugg slippers or other clogs)
- sandals (with *or* without socks)
- boat shoes, ballet flats, slippers, moccasins, or any shoe that doesn't cover the **entire** top of your foot and ankle, with *or* without socks

► If you come to lab wearing anything in the list above, you will be sent home and you will get a zero for that lab (failure to complete).

Your best option for chemistry lab attire is a crew neck t-shirt, jeans without holes, and sneakers with socks that cover your ankles. Please see the image below.



Lab Equipment

Lab Equipment

You will share an assigned laboratory drawer of equipment with the student(s) at your table. Your lab partner(s) will depend upon your commitment to keeping the equipment

clean and in good working condition.

You and your lab partner(s) will have the opportunity to assess the equipment during check-in day. Any equipment that is unusable i.e., dirty, chipped, cracked, stained, broken, etc., is replaced free during check-in.

After check-in day:

It is important that you do your part to maintain the drawer throughout the semester by cleaning all the glassware after use by (1) washing with hot water, soap, and a brush, (2) rinsing with tap water, (3) and then rinsing with deionized water. By using this for cleaning glassware, you will have better experimental results. Make sure to return clean glassware to your drawer.

If you are responsible for a piece of equipment becoming unusable i.e. the piece becomes chipped, cracked, stained, broken, etc., you must go to the storeroom (immediately) and purchase a replacement.

Should you discover that a piece of equipment is missing, first check with the other students at your table and in the lost and found box in the lab. If the piece is still missing, your group must replace it immediately. The storeroom staff can split the cost of a replacement among all or any number of lab partners.

Often pieces of equipment are broken accidentally; for instance, a thermometer rolls off the bench and breaks. Replacing the thermometer is still the responsibility of the group; the storeroom staff can split the cost of a replacement among the lab partners.

Leaving the Course: If you drop your laboratory course after having checked into a lab drawer, it is your responsibility to check out of your assigned drawer during your scheduled lab period. Contact your TA and/or the storeroom on the 1st or 4th floor of CHAS for instructions. **Failure to check out of lab will result in a \$45 fee,** and forfeiture of the right to determine the acceptability of all drawer equipment.

Checkout day:

On the last day of laboratory, you and your lab partners will checkout of your lab drawer. You must arrive on time, properly dressed and wear goggles. If you arrive more than 15 minutes late, you will be asked to leave the lab and will be assessed a fee of \$45, plus the cost of replacing any equipment that is broken, missing or dirty.

You and your lab partners will clean and inventory the drawer for your TAs' inspection. All missing or unusable equipment must be replaced at that time.

If you do not attend lab check-out, you will be assessed a fee of \$45, plus the cost of replacing any equipment that is broken, missing or dirty.

Who to Contact for What Concern

Who to contact for what concern:

What?	Who?
will miss lab due to illness (non-emergency) or other reason	Request one “free” make-up lab BEFORE your lab start time at CHM 11620 Lab Absence Form Fall 2026 – Fill out form .
missed lab with no excuse (overslept, late, etc.), didn’t request “free” make-up lab before lab start time, or already used the one “free” make-up lab	1. There is no need to inform anyone. 2. 1. Your one lowest lab score is dropped at the end of the semester to account for situations like these.
missed lab due to excused absence , e.g., emergency illness (MEAPS), death in the family (GAPS), or military leave (MAPS), or pre-approved professional development	1. Fill out absence request with ODOS https://www.purdue.edu/advocacy/students/absences.html. Request make-up lab for excused absence at CHM 11620 Lab Absence Form Fall 2026 – Fill out form no later than the return to campus date. 1. For professional development, make sure to upload your documentation when filling out the form.
lab grading concern	1. Discuss with your TA 2. If unresolved, email CHM11620help@purdue.edu.
Labflow issue	1. go to https://labflow.freshdesk.com/support/home for help. Click + New Support Ticket to report your issue 2. If unresolved, email CHM11620help@purdue.edu.
Brightspace issue	1. Purdue IT (see below)
MS Authenticator issue	1. Purdue IT (see below)

Purdue IT:

- By Phone: 765-494-4000
- By Email: it@purdue.edu
- Hours of Operation: by phone and by email 24 hours a day, 7 days a week*.

Purdue IT walk-up Service Desk locations (for in-person help and Purdue Duo tokens):

- HSSE Undergraduate Library (HSSE), main floor of Stewart Center near the printers
- Wilmeth Active Learning Center (WALC), first and second floors
- See hours at <https://it.purdue.edu/facilities/instructionallabs/resources/currenthours.php>.

Purdue Resources Widget posted on Brightspace Homepage topics include:

- Technology Resources
- Academic Resources
- Campus Resources
- Health and Well-Being Resources

Enrollment Details

Enrollment Details:

- Students can take the lecture (CHM 11610) without the lab (CHM 11620/11630).
- To enroll in the lab (CHM 11620/11630), students must be concurrently registered for the lecture (CHM 11610) or have already completed the lecture.
- Students who drop the lecture (CHM 11610) at any point in the semester are required to *also* drop the lab (CHM 11620/11630), if they do not have prior credit for the lecture (CHM 11610).
- Students can stay in the lecture (CHM 11610) if they drop the lab (CHM 11620/11630).

► **Late Registration:** If you register late or experience dropped enrollment, notify Dr. Conklin within 24 hours of enrollment or re-enrollment and no later than **Tue. Sep. 8** to request make-up assignments.

Chemistry Department Deadlines for adding or switching sections

Fri. Aug. 28 (end of Week 1): last day to add CHM 11620 or switch sections
without instructor approval*

Fri. Sep. 4 (end of Week 2): last day to add CHM 11620 *with* instructor approval*

**Submit request using Scheduling Assistant.*

University Drop Deadlines

Fri. Sep. 4 (end of Week 2): last day to drop (cancel) CHM 11620 via MyPurdue without it appearing on your record. **NOTE: If you drop CHM 11610, you must also drop CHM 11620.**

Tue. Nov. 24: last day to drop (cancel) CHM 11620 with a 'W'*. **NOTE: If you drop CHM 11610, you must also drop CHM 11620.**

**Submit request using Scheduling Assistant.*