



Chemistry 1 Life Sciences A - CHEM1108

Are you enrolled in the appropriate Chemistry Units of Study?

CHEM1108 is the recommended unit of study for students who have passed Chemistry at the HSC level and are enrolled in degree code HH021, HH048, LH010, LH018 or LH034. It is a prerequisite for CHEM1109, available in semester 2. Students who have not studied Chemistry at HSC level should enrol in the Fundamentals of Chemistry units, CHEM1001 and CHEM1002.

First Year Enquiry Office

The Enquiry Office is open 10.00am - 3.15pm each day. It's located near the entrance to Lab A.

Material on the Web <http://firstyear.chem.usyd.edu.au/>

1. General information on First Year Chemistry units of study can be obtained at the above URL. Resources and links specific to CHEM1108 (including timetables, recommended textbooks, assessment, supplementary exams, *etc*) can be found at <http://firstyear.chem.usyd.edu.au/chem1108/>. You should visit these websites regularly and we recommend that you bookmark them.

2. All First Year Chemistry units have a presence in the University's learn-on-line eLearning environment at <http://elearning.sydney.edu.au/>. There are links from the School of Chemistry and First Year Chemistry home pages. You need the Username and Password provided to you with your confirmation of enrolment to log onto eLearning.

Help

If you need help with the academic aspects of your course, go to the Learning Centre in Room 213 at the back of Lab D during lunchtimes (1.00 - 2.00pm) and consult the tutor on duty. A complete Learning Centre roster will be posted on the First Year notice boards. You can also post questions on the discussion board on eLearning, which is regularly monitored by tutors.

Lectures

Attendance at all lectures is compulsory. Material presented in lectures may still be examined even if it isn't covered in the lecturer's notes available on the web.

Laboratory Work <http://firstyear.chem.usyd.edu.au/laboratory.shtml>

1. The labs are compulsory unless you have applied for and received an exemption. If you miss more than one lab session without receiving Special Consideration, you are in danger of failing the unit.

2. Do not attempt the on-line laboratory registration procedure until **after** you have attended your first lab session in week 2 and been assigned a group colour and work space. No labs are scheduled for week 1.

3. The labs are worth 15 % of your final semester mark, and you **must pass** the laboratory component of the course to pass the unit. See the URL above for the breakdown of marks.

4. You will be issued with a copy of the Laboratory Handbook at your first scheduled laboratory session during week 2 of semester. Please don't lose it - there's a \$10 charge for a replacement copy.

5. Before attending each lab you must log-in via eLearning, read the pre-lab information and complete the pre-lab quiz. The quizzes are compulsory and are worth 3 % of your final mark.

6. By law, you must be adequately attired. You must wear a lab-coat, fully enclosed shoes and adequate eye-protection. If you don't have them you will not be allowed to stay and you will be marked absent for that session - see point 1 above.

Online Research Task on Structure Determination in Organic Chemistry

This activity represents 10% of the unit mark and aims to develop graduate attributes such as the use of scientific databases and problem solving. It focusses on the combined use of spectroscopic techniques to determine the structures of organic and biological molecules. It builds on the lecture material and tutorial workshops on this topic. Instructions and assessment is online, via eLearning, and will be available in week 9 for completion by the end of week 11.

Assignments & Tutorials <http://firstyear.chem.usyd.edu.au/chem1108/tutorials.shtml>

1. Tutorials are held every week and attendance is compulsory - a roll is kept. The assignment material to be covered can be obtained from the above website and should be completed by you before your scheduled tutorial. Completing this work each week builds your understanding and problem-solving abilities for the examinations and allows your tutor to provide feedback on your progress.
2. There are 3 tutorial quizzes, worth 5 % each (*i.e.* 15 % of your final semester mark) held in weeks 5, 9 and 12. Sample quizzes are available from the above website. Your results, including feedback on any questions that you answered incorrectly, will be sent to your university e-mail address.

Missed practicals and tutorial quizzes

1. You do not need to submit a Special Consideration form if you make up a missed practical session, tutorial or tutorial quiz.
2. Missed labs may be caught up during the semester - see <http://firstyear.chem.usyd.edu.au/laboratory.shtml> to find an available session time. Having found a suitable catch-up session, see Sophie at the Enquiry Office to complete the necessary paperwork before you enter the labs.
3. If you miss a tutorial, go to one of the other tutorials that are scheduled for that week - just inform the tutor, no other paperwork is required. If that's not possible and you missed a tutorial quiz, see Sophie at the First Year Enquiry Office sometime in the next week and do the quiz then.

Special Consideration <http://sydney.edu.au/science/>

We expect you to catch-up all missed work, so only apply for Special Consideration if you are unable to make it up as recommended above. Go to the Faculty of Science website, (regardless of which faculty you are enrolled in), follow the links to "Current students", "Forms & Procedures" and "Special Consideration" and then follow the procedures outlined. **Note well:**

- **The application must be submitted within five (5) working days of the assessment affected;**
- **Standard Medical Certificates are NOT be accepted by the University - your doctor needs to complete a Professional Practitioner's Certificate;**
- **Your application must be submitted to the Faculty of Science Office in Carlaw and then a copy of it submitted to the First Year Enquiry Office in Chemistry;**
- **Science Faculty Office hours are 10.00am - 4.00pm (Mon - Thur) and 10.00am - 1.00pm (Fri).**

Pro-rata marks (based on your other assessments) will only be awarded if you can show that it was not possible to catch up the missed work.

Examinations http://sydney.edu.au/current_students/student_administration/examinations/

1. The exam is worth 60 % of your final semester mark.
2. The examination timetable, venue and seat numbers, as well as policies and procedures for applying for special consideration if you are sick, can all be obtained from the above website.

Special Consideration for the End of Semester Examination

1. If you attend the exam, but then submit a Special Consideration Application because you "felt sick and could have done better", there are only two possible outcomes:

- We will reject your application and you will have wasted your time gathering all the relevant documents.
- We will accept your application and cancel your paper. You will then have to complete the supplementary exam or you will receive a grade of AF (Absent - Fail).

We will not "just give you a couple of extra marks", as it is not possible for us to estimate to what extent you have been affected.

2. The supplementary exam is scheduled for Monday 27th June, 2011.

Disability Services

If you have a disability or any ongoing medical issues that may adversely affect your study of Chemistry, you should register with Disability Services, who may be able to assist. For more information, go to: http://sydney.edu.au/current_students/student_services/health_welfare/disability_services.shtml