CHEM 110 Administrative Checklist

It is your responsibility to know the administrative details that apply to this class. Find this information below and organize it in a way that makes sense to you before the second Chem 110 lecture. Be sure to ask questions if you can’t find all of this information. The Chemistry Resource Room (211 Whitmore) will be staffed with Chem 110 TAs who can answer questions from 9am – 5pm Monday through Friday.

- **Bookmark the Chem 110 Course Web page.**
  
  http://courses.chem.psu.edu/chem110Fall
  
  Check out all of the links. Be familiar with the resources available here and use this site frequently.

- **What is the Expected Background for Chem 110 (i.e., the pre-requisites for this course)?**
  
  This information is on the Web page. Do you have the pre-requisites for this course? (See your instructor if you do not.)

- **Get the required textbook** (at the bookstore or purchase on-line)
  
  See News and Updates for additional information about our recommendations.

- **Get the Chem 110 Student packet** (from bookstore)
  
  This has the syllabus and course information as well as the Homework problems, Learning Objectives, Recitation Worksheets, and a copy of the data sheet that you will have for all exams. Use the Periodic Table and datasheet as you are doing all homework problems so that you are familiar with it by the time you take exams.

- **Sign up for ALEKS**
  
  ALEKS is the artificial-intelligence based teaching tool that we will be using this semester to help you learn the basic skills needed in chemistry. You can purchase access to ALEKS directly at www.aleks.com (recommended) or via the bookstore (but it costs more). Information on how to set up an account was sent prior to the start of class. If you do not have an account, please purchase one immediately. Instructions for joining the ALEKS course can be found on ANGEL in the folder named “ALEKS for Chemistry.” Look for the instructions that say “To get started in ALEKS”

- **Where is the syllabus?**
  
  Find it in your student packet and on the Course Web page. (Updates to the syllabus will be on the Web page.)

- **What is the “homework” and when is it due?**
  
  The homework assignments are in the student packet. Be sure to find the due dates for each assignment. What can you do if you do not know how to do the homework?

- **Find the location and time for your recitation period (on your class schedule)**
  
  Recitations are small classes led by a teaching assistant some time on Thursday of each week. The time and location depends on the section for which you are registered. The purpose of recitation is make sure you understand the class material and to give you an opportunity to participate actively in class work. You should bring your textbook, student packet and calculator each week to class. Attendance at each recitation period is mandatory.

- **Find dates and times of Mid-term Exams**
  
  These are located in your student packet and on the course website. Exact locations will be announced in lecture. Be sure to put these on your schedule. If you have a job, request these times off now. If you have a class or lab during the scheduled exam time, a conflict time on the same day will be arranged.

- **What is the Make-up Exam? Who can take the Make-up?**
  
  Note: the Make-up exam covers the material from midterms 1, 2, AND 3. You will find information about this on the Exam schedule page.

- **Find due dates of weekly quizzes.**
  
  Quizzes will be available every Thursday via Angel except during weeks of exams. What happens then???

- **Figure out how your grade will be determined**
  
  Be aware of the weight associated with each graded aspect of class. ALEKS, quizzes and RQs prepare you for exams and help to improve your overall course grade!

- **Check out the inside front cover of Chem 110 Student packet:** this is a location to record grades as they accumulate.