

CHEM 3452: Quantitative Analysis Laboratory

Course Description

This course is designed to accompany the CHEM 3451 Quantitative Analysis lecture course. Many of the topics covered in this course will have direct correlation with the topics covered in your General Chemistry II lecture course. However, there may be times when the laboratory course is "ahead" of the lecture course. It is your responsibility to read all material presented on Canvas so that you can complete the assignments and experiments successfully.

Communication

Instructor: Dr. Timothy Stephens

Office Hours: Tuesdays and Thursdays 11:00 am - 12:00 pm in Chemistry 264.

Email: Timothy.Stephens@unt.edu

If you have a private question, please contact me via email only and I will respond within 24 hours on weekdays (usually sooner). Please do not expect a response over the weekend. **DO NOT use Canvas Inbox to contact me. Messages sent in Canvas will not be read.**

When emailing your Instructor or TA, you MUST include your Full Name and Course Number to receive a response.

My primary means of communication with the entire class will be through the Announcements feature of Canvas. Your TA will also be utilizing this feature for mass communications throughout the semester.

Prerequisites

Either concurrent or previous enrollment in CHEM 3451 (or equivalent course if transferring from another institution) is required.

CHEM 3452 is a separate course from CHEM 3451. If you drop one course, you are not automatically dropped from the other.

Required Texts, Technology, and Other Materials

- There is no required textbook for the course. All instructional material will be presented on Canvas.
- Students must provide their own lab notebook to record their data. Lab notebooks must be filled in using ink (pencil is not allowed).
- You are required to provide your own chemical safety glasses or chemical safety goggles.
- You are required to download and install Microsoft Office so that you can complete the reports for all experiments. Microsoft Office is provided by UNT. You can download and access Microsoft Office by signing in with your UNT email and password.
- You are required to have a stable internet connection to access all materials. Internet outages and unstable connections will not grant extensions on assignment due dates.
- If you do not have access to a stable internet connection at home, or you are unsure if your connection is stable, you are always welcome to utilize the computers available on the UNT Denton campus to complete your assignments.

Course Structure

All instructional material for this course is provided on Canvas. Most weeks, you will be expected to come in and perform an experiment. The day, location, and time you are scheduled to come in is based on the section you registered for. Please refer to your class schedule in my.unt.edu to know when you are expected come in to complete your experiment.

You will need to complete a lab report for each experiment, where you will provide your data, calculations, and answer some questions regarding the experiment that are designed to force you to evaluate your performance during the experiment. I want you to think about things that could have been done differently to get better results. I also want you to acknowledge things that went well during the experiment so that you can replicate them in the future and encourage good laboratory practices.

All the experiments will need to be completed on the day and time you registered for. Because of the large number of students enrolled in CHEM 3452, we cannot guarantee a time for you to come in and make up the missed experiment. If you need to make up an

experiment, please **email the Instructor (not your TA!!)** and he will get you an appropriate make-up assignment. The Report for each experiment will be due one week after you complete the experiment.

Course Objectives

Upon successful completion of this course, learners will be able to:

- Cultivate students' hand-on operation skills in field of quantitative analysis
- Introduce quantitative measurements in gravimetric, volumetric, electroanalytical and chromatographic separation.
- Understand factors that affect accuracy and precision of measurements and apply statistical analysis.

Course Activities & Assignments

There will be 10 experiments that need to be completed in person in your assigned laboratory room on your assigned week. There will two quizzes covering material taught during the preceding experiments.

Lab Reports

The last page of each lab handout is the lab report sheet, on which you will report your lab results. This information will come directly from your lab notebook (see below, lab TA will verify this at the end of each lab), and any blanks on the report must be filled in or explained. The completed lab report that gives concise summary of the results, correction and discussion are due at the beginning of the next lab period.

Lab Notebook

All students will use a lab notebook to record all data obtained in this lab. The notebook must be one in which the pages are permanently attached -- loose leaf notebooks are not acceptable. Recording data on scratch paper, paper towels, etc. before transfer to the notebook is expressly forbidden. Any student found using such scratch paper will have their lab grade for that lab lowered by 1 point (20 points/lab), and the scratch paper will be discarded.

Grading

The lab grade of CHEM 3452 will be calculated as follows:

- Laboratory report and notebook 75%
- 2 Quizzes 20%
- TA Evaluation 5%

Notebooks will be inspected at the end of lab session, and unannounced times during the semester, and graded according to completeness and organization. The "TA Evaluation" portion of your lab grade will reflect your attitude, preparedness, and safety-consciousness during lab.

Grading Scale

Final percent Average	Letter Grade
90. – 100. %	A
80. - 89 %	B
70. - 79 %	C
60. - 69 %	D
Below 60. %	F

The percentages listed on Canvas will always be an incorrect representation of your grade in the course. The reason for this is because Canvas does not count missed assignments when calculating your percentage in the course. If you miss a lot of assignments, but do well on one or two, Canvas will list the assignments you completed and will show a high percentage in the course. This is incorrect because I look at the total number of points that you earned. Meaning that if you miss an assignment, those zero points are still calculated in your total points earned. To see an accurate representation of your grade in the course, you will need to add up all the points you have earned on Canvas and divide by the total points available for all the assignments up to that point in the semester.

Grading Turnaround

Reports will be manually graded within 5 business days of your submission. If you do not have a grade after 5 business days from the due date, please email Timothy.Stephens@unt.edu as soon as possible so that he can figure out what is going on.

Late Work

I will not accept late work in this course. Canvas will lock submissions for an assignment once the due date has passed. Extensions will only be granted if a student has a [university-excused absence](#) and provides documentation within 10 calendar days after the due date has passed. Late work is not accepted so that I can manage the large number of students while still ensuring that grading is completed in a timely manner.

Attendance

Attendance is required to perform the experiments and collect data. Attendance will be taken every experiment. Students that arrive more than 15 minutes after the start of the class will not be allowed to complete their experiment. Late arrival to class will result in that absence being automatically unexcused and thus not eligible for make-up assignments.

If you have a [university-excused absence](#) with proper documentation, you are expected to email Dr. Stephens directly within 10 days of your missed class time to discuss options for earning missed points. Failure to provide documentation within those 10 days or for absences that are not university-excused will result in the missed day's work receiving a grade of 0 points. **Do not email your TA for absences. Dr. Stephens is the only person with access to allow alternative assignments in Canvas!!**

Due to this course being experience-based, if a student misses more than three (3) experiments for any reason, that student will automatically fail the course. This course is designed to teach safe chemical laboratory techniques and if a student is not present, I cannot in good conscience allow that student to move on to more advanced chemistry laboratory courses.

Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with the professor and the instructional team prior to being absent, so you, the professor, and the instructional team can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor and instructional team if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

Grade Disputes

You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting (I cannot discuss grades over email). You should come to our scheduled meeting with specific examples that demonstrate that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within seven days of receiving your grade, you also forfeit your right to a grade dispute.

Extra Credit

There will be one opportunity for extra credit in this course. At the end of the semester an assignment will open where you can submit a screenshot of your SPOT evaluation submission confirmation. SPOT evaluations are the primary way that we determine TA job duties and evaluate student's needs in this course. Please be critical, but respectful in your evaluation of your TA and the course. I take these evaluations seriously and many suggestions for improvement by former students have been implemented in subsequent semesters.

Academic Integrity

Academic integrity states that your work and every aspect of your work was produced with the highest of integrity and is free from cheating and plagiarism, that your work does not include any material that was fabricated, that your work and your records were not falsified via forgery, that you did not sabotage another academic's work, and that you did not facilitate another academic in violating academic integrity guidelines. Violating academic integrity policies is sometimes also called academic dishonesty. In this course, you are going to be held to the highest standards of academic integrity. You are going to be expected to uphold these principles with yourself, your fellow students, your TA, and your instructor.

Academic integrity is applied to any submission or activity that has your name on it, regardless of whether you violated these policies or not. Let me walk through an example. You are working on a group project and decide to split the report writing to different sections with each member writing a section. Your section is properly cited, but another section is flagged for a lot of plagiarism violations. Because your name is on that assignment, you are assuming responsibility that the entire assignment is free of any

academic integrity violations along with every other group member. That means that every member of the group (including yourself) will be held responsible for the academic integrity violation and you all will share the same punishment for that violation.

Cheating

UNT defines cheating as the following (Source: [UNT Policy 06.003 Student Academic Integrity](#)):

"Cheating' means the use of unauthorized assistance in an academic exercise, including but not limited to:

use of any unauthorized assistance to take exams, tests, quizzes, or other assessments;

use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;

use, without permission, of tests, notes, or other academic materials belonging to instructors, staff members, or other students of the University;

dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor;

any other act designed to give a student an unfair advantage on an academic assignment."

For a laboratory course such as CHEM 3452, the lines defining cheating can sometimes seem like they get blurred because you are expected to work with a lab partner on every experiment. Working with another student and sharing answers on a graded assignment can be considered cheating in another course. Because of how the laboratories are set up here at UNT, it is completely understandable that you and your lab partner will have the exact same data and thus the same calculated results. What is not acceptable is using your lab partner's data when you did not perform the experiment or activity in class.

Additionally, using resources such as Chegg.com, ChatGPT, other large language or AI models, or even a student's work from a previous semester to complete your assignments is not allowed and will be considered cheating. I also completely understand that there will be times when you need to look something up or find a certain value to complete an assignment. Your instructor will give you these resources throughout the semester as needed to help you with your assignments. If a resource is linked or explicitly listed here on Canvas, it is considered an authorized source for you to utilize for your assignments.

Fabrication

UNT defines fabrication as "falsifying or inventing any information, data, or research outside of a defined academic exercise" (Source: [UNT Policy 06.003 Student Academic Integrity](#)). Fabrication of data is a serious offense in any scientific field because it can have drastic implications for the public. In chemistry, this can include transforming your data to match what you think is expected to happen instead of finding an explanation for what happened. For this course, you will NEVER be penalized for having what you may consider "incorrect data." However, if your data does not seem like it was generated properly, you will be questioned about how your data was acquired. Another common source of fabrication in this course has to do with references on assignments. If you list a reference or state that a source is cited in an assignment, but then that information is not provided in the assignment, that is considered fabrication of your sources.

Facilitating Academic Dishonesty

UNT defines Facilitating Academic Dishonesty as "helping or assisting another in the commission of academic dishonesty" (Source: [UNT Policy 06.003 Student Academic Integrity](#)). This is one of the most common violations of academic integrity in CHEM 3452 and is one of the hardest for many students to recognize. Most students who are accused of facilitating academic dishonesty do so out of the best of intentions. The best way I know to explain this type of violation is to walk through the following very common scenario that occurs in CHEM 3452. Names are fictitious and are not meant to represent specific students.

Legolas and Gimli work together as lab partners on every experiment. One week, Gimli is absent from an experiment. Gimli asks Legolas to share the data that Legolas obtains so that Gimli can still complete the Data Submission and Postlab Questions for the experiment. Legolas emails Gimli his data and Gimli completes his assignments.

In this scenario, Gimli would be accused of cheating because he utilized data that was not authorized by the instructor to complete the Data Submission and Postlab Questions. Legolas would be accused of facilitating academic dishonesty because he knowingly shared his data with Gimli, thus facilitating Gimli's cheating. Even though Legolas most likely had the best of intentions in helping his lab partner, he still violated UNT's policy about facilitating academic dishonesty.

Forgery

UNT defines forgery as "intentionally falsifying or altering a score, grade, or official academic University record or the signature of another" (Source: [UNT Policy 06.003](#)

[Student Academic Integrity](#)). This is probably one of the least common occurrences of an academic integrity violation in CHEM 3452. It is more common in other courses where assignments are submitted and graded on paper. Because everything is submitted and graded on Canvas, it is nearly impossible for a student to forge their grade or score on an assignment. There have been students who forge signatures for official documentation and records. The most common form of forgery that I have encountered involved forging a doctor's signature to falsify an excused absence. I have also had students get caught forging a false obituary and funeral program. These violations incur a much harsher penalty than a simple academic integrity violation because these potentially also incur a student code of conduct violation at UNT in addition to the academic integrity violation.

Plagiarism

UNT defines plagiarism as the following (Source: [UNT Policy 06.003 Student Academic Integrity](#)):

"'Plagiarism' means use of another's thoughts or words without proper attribution in any academic exercise, regardless of the student's intent, including but not limited to:

the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation, or

the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials."

Plagiarism is often one of the more difficult aspects of academic integrity to navigate but is also one of the more common forms of academic integrity violations that is reported. The main reason why plagiarism is so difficult for many academics to navigate is because it encompasses the unintentional misattribution of some other work within your own. Below is a link to a series of articles posted on Scribbr that are a great source to learn about the different forms of plagiarism, how to avoid plagiarism, plus the article gives some great tips for how to paraphrase ideas from other sources. To navigate to other articles, there is a menu in the upper left side of each article with links to the others in the series.

Link to Scribbr Articles: <https://www.scribbr.com/category/plagiarism/>

There are many software packages and websites available to help identify potential sources of plagiarism and to help academics avoid the traps of unintentional plagiarism. For this course, I utilize TurnItIn to assess potential plagiarism. This tool is integrated directly into Canvas. You are welcome to utilize this tool when submitting your work. Shortly after you submit an assignment with TurnItIn, you will receive a similarity report that will mark passages and phrases that the system believes may have been plagiarized. I

promise, as your instructor, to always review these reports before I make any decisions about whether you might have plagiarized or not.

For this class, I wanted to share some of the examples of plagiarism that I have reported to UNT in the past. This is not exhaustive and is meant to be an example of plagiarism specific to this course.

- Direct copying from a Wikipedia article without quoting or using internal citations.
- Attaching an image of a lab partner's hand drawn graph or figure to their data submission.
- Uploading a postlab question response that the student completed in a previous semester before having to drop the course and retake it.
- If you are retaking this course, you do not have permission to upload the exact same material you previously submitted
- Paraphrasing and using the same phrasing as a lab partner in writing the postlab question.
- I understand that there may only be a certain number of ways to state results. This example, the student paraphrased a postlab question that required individual critical thinking and evaluation of the results.
- Not including internal citations for your sources.
- Not including a list of sources that are cited in your assignment.

Sabotage

UNT defines sabotage as "acting to prevent others from completing their work or willfully disrupting the academic work of others" (Source: [UNT Policy 06.003 Student Academic Integrity](#)). While this violation may seem like something that does not occur in CHEM 3452, it can be more common than you might expect because of the second half of the definition clause. "Willfully disrupting the academic work of others," when applied to a chemistry laboratory setting, can be as simple as a student being too loud or disruptive when they are asked to lower their voice or stop playing around in the laboratory. (In this example, I want to drive home that being loud in the classroom is completely unintentional for so many scenarios. You will not be in trouble for being loud so long as it is not disruptive to other students work. What makes this an academic integrity issue is if a student is repeatedly asked to be quiet so that other students can focus and the loud student refuses to comply.) Sabotage can also come in the form of willfully giving your lab partner the wrong reagent or mislabeling something so that the data is not recorded properly. (Accidentally giving the

wrong reagent is understandable. This can be prevented by labeling your reagents clearly to avoid accidents like this. In this sabotage scenario, the student willfully gives the wrong reagent knowing exactly what they are doing.) Another example of sabotage would be deleting all your group's shared files for the diversity and inclusion project if you drop the course.

Consequences for Violating Academic Integrity Policies

In this course, I take academic integrity very seriously. Every potential violation of UNT's academic integrity policy will be dealt with in a swift and immediate manner. For every violation, the student will be notified by their UNT email of the potential violation. That student is then required to respond by email within seven calendar days of the email from your instructor to schedule a meeting to discuss the possible violation. At that meeting, the student will need to bring evidence and support to show that they did not violate UNT's academic integrity policies. Your instructor will present their evidence and consider both sides before deciding on any potential penalties. If penalties are to be sanctioned against the student, the instructor will file a report with the UNT Academic Integrity Officer. Once that report is filed, the student will be notified of any future actions that can be taken. If the student does not respond within seven calendar days from the notification of a possible academic integrity violation, the instructor will file a report with the UNT Academic Integrity Officer and sanction a minimum penalty of zero points for the assignment with no option to resubmit the work for a higher grade.

A student will be investigated for plagiarism if the similarity report from TurnItIn exceeds 25% similar to other sources. Students will be automatically accused of plagiarism if the similarity report from TurnItIn exceeds 50%. All other academic integrity violation claims will be assessed based on the evidence provided by the TA, instructor, and the student. Any final decisions about the penalties for an academic integrity violation will be discussed in the student meeting with the instructor. Potential penalties if a student meets with the instructor can range from a minimum of a verbal warning and admonition to a maximum penalty of a failing grade in the course based on the severity of the violation.

Students found using ChatGPT or other large language (AI) model to complete their assignments will receive zero points for the entire assignment.

Course Safety Statement (for Laboratory Courses)

Students in the laboratory are urged to use proper safety procedures and guidelines. While working in laboratory sessions, students are expected and required to identify and use proper safety guidelines in all activities requiring lifting, climbing, walking on slippery

surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the University of North Texas is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance for this insurance program. Brochures for this insurance are available in the UNT Student Health and Wellness Center on campus. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If you have an insurance plan other than Student Health Insurance at UNT, please be sure that your plan covers treatment at this facility. If you choose not to go to the UNT Student Health and Wellness Center, you may be transported to an emergency room at a local hospital. You are responsible for expenses incurred there.

ADA Accommodation

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at <http://www.unt.edu/oda>. You may also contact ODA by phone at (940) 565-4323.

Emergency Notification and Procedures

If the university closes due to an emergency, I will post an Announcement on Canvas as soon as possible with instructions for you to complete the missed experiment(s). Each emergency is going to be different, so I will consider what is happening while posting these Announcements. Since the situation may change at a moment's notice, please refer to the

most recent Announcement during these emergencies in case I do not have the ability to delete older Announcements in time. If I am unable to access Canvas, I promise to post an Announcement with instructions as soon as I am able.

Schedule

Week	Experiment
Week 1	No Experiment or Class Meetings
Week 2	No Experiment or Class Meetings
Week 3	Lab Safety and Experiment 1
Week 4	Experiment 2
Week 5	Experiment 3
Week 6	Experiment 4
Week 7	Experiment 5
Week 8	Quiz 1 (Experiments 1 – 5)
Week 9	Experiment 6
Week 10	Experiment 7
Week 11	Experiment 8
Week 12	Experiment 9

Week 13	Experiment 10
Week 14	Quiz 2 (Experiments 6 – 10)
Week 15	No Experiment or Class Meetings