



## Chemistry 2 – General Chemistry Laboratory Rules

(A copy of this sheet and safety regulations are posted on or near the lab door.)



**Required Supplies:** Safety Goggles, Student ID, & Paper Towels (As well as, textbook, black or blue pen, calculator and crayons/colored pencils.)  
(NOTE: Goggles will be worn at ALL times in the lab. Goggles may be purchased at the MS&T bookstore.  
Goggles will NOT necessarily be available at the stockroom if you forget them. Keep goggles in a bag or box in your desk.)

**Appropriate Attire:** You must wear closed-toe shoes. You must wear long pants or long skirts or wear a lab apron. If you are NOT dressed appropriately, you will be required to leave the lab until you are dressed appropriately.

### Use of Paper Towels from Restrooms:

The students are to supply their own paper towels. Anyone found using brown towels from the restroom will have 2 points deducted from their lab score for each violation.

### Grading Highlights:

1. If you do not attend lab lecture, you will not be permitted to do that lab and will receive zero points for it.
2. Labs (13) are due before the beginning of lab lecture the week after they are performed. (*Exceptions will be noted on syllabus.*)
3. All pages should be **stapled** and contain your **name and section**.
4. **Data must be in BLACK or BLUE INK**, and signed off by your assigned TA before leaving lab.  
(TAs will not sign assignments unless data is recorded in ink. Work in pencil will not be graded)
5. **Calculations must be shown**, with units. (Calculations may be done in pencil.)  
(For most labs the penalty is -5pt for no calcs, -2pt for no units)
6. **No white-out/liquid paper**, etc. on a data sheet.  
(Errors should be neatly lined through and initialed by the student.)
7. **Unknown numbers MUST be included**. If not, answers will be counted as incorrect.
8. Lab partners will share data, however separate lab report must be written by each student.  
**Duplicate reports will be given a zero. Identical post lab answers will receive a zero.**  
**Allowing someone to submit or resubmit your work as theirs will result in a zero for both parties.**
9. **Late assignments** will be accepted only if they are submitted to the Chem 2 mailbox in 142 Schrenk.
10. **Missed Labs:**
  - a. Labs missed without preauthorization or certified emergency / illness will be unexcused & recorded as a zero.
  - b. For excused absences, grades will be based on remaining scores.
11. **No extra make up lab periods are provided!**  
If at all possible, you should get permission to do the lab in an earlier or later section that same week.
12. **Midterm and final exams** cover 1st and 2nd half of semester labs respectively.

### Care of Balances:

Transfer of chemicals is not to be made to containers resting on the balance pan to avoid chemical damage to the balances. Transfer of chemicals is to be done on the benchtop alongside of the balances. Any chemicals spilled on the benchtop during transfer are to be cleaned up immediately by the student. Anyone found to be transferring chemicals to a container which is on the balance pan, or leaving spilled chemicals in the balance area will lose 1 point from their lab score for that week for each violation.

### Cleanup of Lab Bench:

The students are responsible for cleaning up their immediate lab bench area and returning their hoods to the upright position before leaving lab. This means wiping up any spills and disposing of any paper towels, matches, etc. from the benchtop and sink trough area. Failure to do this will result in a deduction of 1-5 points from your weekly lab score.

### Breakage:

All items missing or broken at the end of the semester must be paid for. It is your responsibility to check for green slips (breakage) before checking out at the end of the semester. A minimum of \$5.00 will be added to any unpaid breakage requiring billing after regular lab checkout.

### Classroom Egress Maps:

In case of an emergency situation, please familiarize yourself with your classroom egress maps at the beginning of the semester. These are posted online at: <http://registrar.mst.edu/links/egress.html>

### Disability Support Services: <http://dss.mst.edu/>

If you have a documented disability and anticipate needing accommodations in this course, you are strongly encouraged to meet with me early in the semester. You will need to request that the Disability Services staff send a letter to me verifying your disability and specifying the accommodation you will need before I can arrange your accommodation.

DSS is located in 204 Norwood Hall. Their phone number is 341-4211 and their email is [dss@mst.edu](mailto:dss@mst.edu).

### Academic Alert System: <http://academicalert.mst.edu/> & Academic Dishonesty: <http://registrar.mst.edu/academicregs/index.html>

**Academic Alert System** – The purpose of the system is to improve the overall academic success of students by improving communication among students, instructors and advisors; reducing the time required for students to be informed of their academic status; and informing students of actions necessary by them in order to meet the academic requirements in their courses. **Academic Dishonesty:** Page 30 of the MS&T Student Academic Regulations handbook describes the expected standard of student conduct.

### LEAD Learning Assistance: <http://lead.mst.edu>

The Learning Enhancement Across Disciplines Program (LEAD) sponsors free learning assistance in a wide range of courses for students who wish to increase their understanding, improve their skills, and validate their mastery of concepts and content in order to achieve their full potential. For more information, contact the LEAD office at 341-4608 or email [lead@mst.edu](mailto:lead@mst.edu).