Course	**CHEM 1312: General Chemistry 2**
Professors	Nimali Abeykoon, Gregg Dieckmann, Yu Huang, Stephanie Taylor
Term	Spring 2023
Section Times	Section 001: MWF 9:00 am – 9:50 am: Dr. Taylor Section 002: MWF 10:00 am – 10:50 am: Dr. Huang Section 003: MWF 11:00 am – 11:50 am: Dr. Dieckmann Section 004: MWF 1:00 pm – 1:50 pm: Dr. Dieckmann Section 005: MWF 2:00 pm – 2:50 pm: Dr. Abeykoon

Contact Information

Office Phones [972-883-XXXX]	Dr. Abeykoon: 3991; Dr. Dieckmann: 2903; Dr. Huang: 4686; Dr. Taylor: 6044
Email Addresses	Dr. Abeykoon: Nimali.Abeykoon@utdallas.edu; Dr. Dieckmann: Dieckgr@utdallas.edu; Dr. Huang: Yu.Huang@utdallas.edu; Dr. Taylor: StephanieM.Taylor@utdallas.edu
Office Hours	Instructors will use office hours to offer assistance to students. If you wish to arrange a 1 on 1 meeting with an instructor, feel free to email them. Dr. Abeykoon: Thurs 11:00 am to 12:30 pm (SLC 3.306) Dr. Dieckmann: Tues 1:00 to 2:00 pm; Thurs 2:00 to 3:00 pm (BE 2.324) Dr. Huang: Fri 11:00 am to 12:30 pm (SLC 3.403) Dr. Taylor: Mon 12:15 to 1:15pm; Thurs 2:30 to 3:30 pm (FN 2.306)

Course Modality and Expectations

Instructional Mode	This course will be taught using an "in-person" instructional mode, and will be composed of several pieces: (1) Instructors will deliver **in-person lectures** at the day and time listed for their course section in SLC 1.102; each section may utilize these times slightly differently. **These sessions will NOT be recorded**. Students must attend their own scheduled section, but are welcome to attend other sections in addition to their own (if there is available seating). (2) Office hours will be provided by each instructor (see details in the "Office Hours" section above). These are available to all students and allow students to seek clarification on course content from the instructors. These will not be recorded. Participation in office hours is not mandatory. (3) Individual sessions between a student and an instructor can be requested by the student for additional 1-on-1 assistance. Please contact the instructor to set up such a session. (4) Exams will be delivered in an in-person format ONLY (see "Exam/Final Exam Details" section below).
Expectations	• Students will have a confident level of computer and Internet literacy to enable a successful learning experience. • Students will attend the in-person lecture sessions to get experience working with the topics covered in the lectures. **• Students will attend and participate in the Friday workshop each week. Part of your semester grade will be based on attendance.** • Outside class, students will work recommended textbook end-of-chapter homework problems (see description below in "Homework" section) to gain experience solving problems and working with course topics. This will not be graded but is highly recommended. • Students will utilize ALEKS (see description below in the "ALEKS" section) to receive personalized instruction on course content. This WILL BE graded, with frequent deadlines, and will contribute to your final grade. • Students will attend office hours (and potentially one-on-one sessions) to get clarification on course content when needed. This will not be graded but is highly recommended for students that need additional assistance. • Students will take 4 midterm exams and 1 final exam (cumulative) to demonstrate their mastery of course content (see description below in "Exams/Final Exam Details" section). These WILL BE graded, and will be a large part of your final grade.

UT Dallas Guidelines and Resources

The information contained in the following link lists the University's resources for students and instructors of record. Please see http://go.utdallas.edu/syllabus-policies.

Classroom Safety and COVID-19 To help preserve the University's in-person learning environment, UT Dallas recommends the following:

- all Comets are strongly encouraged to get a Covid vaccine in addition to wearing a face covering when appropriate
- **if you test positive for Covid, do not attend class activities**; documentation of this positive test **will be necessary** to receive accommodations. To obtain necessary documentation:
  - Go to the UTD Student Health Center (SSB 4.700; 972-883-2747; healthcen@utdallas.edu)
  - They will administer a Covid test which will return a result within 40 min (*you must be symptomatic*)
  - They will load results of your test into the Patient Portal
  - You must then show your Patient Portal to your instructor to receive accommodations)
- for updates and further information, please see: https://www.utdallas.edu/health/

Class Participation and Attendance

Regular class participation is expected. Students who fail to participate in class regularly are inviting scholastic difficulty. Aspects of course participation are outlined in the "Expectations" section above, and several clearly have an impact on your course grade.

Class Recordings

Unless the AccessAbility Resource Center has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved AccessAbility Resource Center accommodation. Failure to comply with these University requirements is a violation of the Student Code of Conduct.

Class Materials

The Instructor may provide class materials that will be made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course, however, these materials are for registered students' use only. Classroom materials may not be reproduced or shared with those not in class, or uploaded to other online environments except to implement an approved AccessAbility Resource Center accommodation. Failure to comply with these University requirements is a violation of the Student Code of Conduct.

General Course Information

Pre-requisites, Co-requisites, & other restrictions	One year of high school chemistry and one semester of college general chemistry (e.g. CHEM 1311) are assumed. You must enroll in the exam section of the course (section 7W1) in addition to your specific section. The exams will be administered through this exam section.
Course Description	A continuation of CHEM 1311 treating solutions; chemical equilibrium, acids and bases, solubility; electrochemistry; organic chemistry; rates of reactions; and environmental, polymer, nuclear, and biochemistry.
Learning Outcomes	*Objectives* This course is the second of a two-course sequence. The goal of this course is to provide students with a working knowledge of how the basic concepts learned in CHEM 1311 apply to more complex chemical systems. The course focuses on the following: chemical equilibrium; rates of reactions; acid base chemistry, including buffer systems and acid/base titrations; electrochemistry; thermodynamics; nuclear chemistry; and basic organic chemistry concepts. Basic problem solving skills and critical thinking continue to be emphasized in this course. *Expected Learning Outcomes* Upon successful completion of this course, students will therefore: 1) be able to use their understanding of intermolecular attractive forces that determine the properties of the states of matter and phase behavior by predicting colligative properties and the characteristics of solutions

	2) be able to use the basic concept of equilibrium in writing equilibrium constant relationships, determining whether equilibrium has been established, calculating equilibrium concentrations, and predicting the effects of concentration, pressure and temperature changes on equilibrium mixtures (LeChatelier's Principle) 3) be able to interpret experimental data (in both tabular and graphical form) by appropriately setting up and solving scientific problems using dimensional analysis with proper attention to scientific units and significant figures 4) be able to apply the concepts of equilibrium to (a) understand common inorganic reactions that occur in aqueous solutions (e.g. acid-base, solubility-precipitation and oxidation/reduction reactions); (b) understand how chemical equilibria depend on ΔH, ΔS and ΔG; and (c) determine standard and non-standard cell potentials and equilibrium constants from cell potential data for oxidation/reduction reactions 5) be able to demonstrate an understanding of the basic concepts of chemical kinetics, how rate & equilibrium properties are related, & how these topics relate to major scientific issues by utilizing this knowledge to solve kinetics calculations & evaluate rxn mechanisms
Required Texts & Materials	1. ALEKS online assessment and learning system: http://www.aleks.com • this is required for every student in the course • requires an access code that can be purchased from the UTD Bookstore or online from McGraw Hill • a 2-week free trial option is available to give students extra time to purchase the access code • ALEKS 360 contains the electronic (eBook) version of the textbook (see #2) • you can purchase 1-semester or 2-semester versions 2. Textbook: *Chemistry: Atoms First, 4th Edition* (Julia Burdge, Jason Overby); McGraw-Hill • you can purchase either as the eBook version (comes with your purchase of ALEKS 360), or as a stand alone physical book • we recommend students use the 4th edition of this textbook, since lectures references, as well as assigned end-of-chapter homework problems, will be specific to this edition 3. Course materials located on class site at eLearning: http://elearning.utdallas.edu/ • will contain important course content, such as this syllabus, lecture notes, gradebook, etc. • will also be how you access online content for independent learning modules 4. Calculator: TI-30X IIS (or TI-30X IIB) or TI-30Xa • **MUST be one of these 3 approved models**
Technical Requirements	In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the Getting Started with eLearning webpage. UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The eLearning Support Center includes a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.
Course Access and Navigation	This course can be accessed using your UT Dallas NetID account on the eLearning website. Please see the course access and navigation section of the Getting Started with eLearning webpage for more information. To become familiar with the eLearning tool, please see the Student eLearning Tutorials webpage. UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The eLearning Support Center includes a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.
Communication	This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the Student eLearning Tutorials webpage for video demonstrations on eLearning tools. Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

Schedule & Academic Calendar

Class Period	Day	Date	Topic	Chapter
	Mon	***Jan 16***	***Martin Luther King Day (no class)***	
1	Wed	Jan 18	Introduction/Chap 13	
2	Fri	Jan 20	Physical Properties of Solutions	13
3	Mon	Jan 23		
4	Wed	Jan 25		
5	Fri	Jan 27		
6	Mon	Jan 30		
7	Wed	Feb 1	Kinetics	14.1–14.5 (no 14.6)
8	Fri	Feb 3		
9	Mon	Feb 6		
10	Wed	Feb 8		
11	Fri	Feb 10		
	Sat	**Feb 11**	**Exam 1 (Chapters 13 and 14.1-14.5)**	
12	Mon	Feb 13	Kinetics (cont.)—mechanisms and catalyts	14.7–14.8
13	Wed	Feb 15	Equilibrium	16 (no 16.4)
14	Fri	Feb 17		
15	Mon	Feb 20		
16	Wed	Feb 22		
17	Fri	Feb 24		
18	Mon	Feb 27	Acids and Bases	17.1–17.7
19	Wed	Mar 1		
20	Fri	Mar 3		
	Sat	**Mar 4**	**Exam 2 (Chapters 14.7-14.8, 16 [no 16.4] and 17.1-17.7)**	
21	Mon	Mar 6	Acids and Bases (cont.)	17.8–17.12
22	Wed	Mar 8		
23	Fri	Mar 10		
		Mar 13-19	***Spring Break***	
24	Mon	Mar 20	Acid/base Equilibria and Solubility Equilibria	18 (no 18.6)
25	Wed	Mar 22		
26	Fri	Mar 24		
27	Mon	Mar 27		
28	Wed	Mar 29		
29	Fri	Mar 31		
30	Mon	Apr 3	Entropy and Free Energy	15.1–15.4
31	Wed	Apr 5		
32	Fri	Apr 7		
	Sat	**Apr 8**	**Exam 3 (Chapters 17.7-17.12, 18 and 15.1-15.4)**	
33	Mon	Apr 10	Entropy and Free Energy (cont.)/Free Energy and Equilibrium	15.5 (no 15.6), 16.4
34	Wed	Apr 12		
35	Fri	Apr 14		
36	Mon	Apr 17	Electrochemistry	19
37	Wed	Apr 19		
38	Fri	Apr 21		
39	Mon	Apr 24		
40	Wed	Apr 26		
41	Fri	Apr 28		
	Sat	**Apr 29**	**Exam 4 (Chapters 15.5, 16.4 and 19)**	
42	Mon	May 1	Nuclear Chemistry	20
43	Wed	May 3		
44	Fri	May 5		
	Sat	***May 6***	***Reading Day***	
	Tues	**May 9**	**Final Exam (Cumulative)**	

Exam Schedule:	**Exam 1**	**Sat Feb 11**	**80 min exam between 10:00am and 11:30am CST**
	Exam 2	**Sat Mar 4**	**80 min exam between 10:00am and 11:30am CST**
	Exam 3	**Sat Apr 8**	**80 min exam between 10:00am and 11:30am CST**
	Exam 4	**Sat Apr 29**	**80 min exam between 10:00am and 11:30am CST**
	Final Exam	**Tues May 9**	**2 hr 45 min exam; 8:00 to 10:45pm CST**

Course Policies

Comet Creed	This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same: *"As a Comet, I pledge honesty, integrity, and service in all that I do."*
Grading (credit) Criteria	**Course Evaluation:** Section-specific workshop and "participation" activities 10% ALEKS 15% Midterm Exams (4 x 15%) 60% Final Exam 15% Our goal in this class is to help you develop an understanding (and appreciation) of how chemistry impacts your everyday lives. Our main focus will be on CONCEPTS and not just FACTS, and our teaching and testing will reflect this. We have designed this course to empower you to succeed in learning chemical concepts. We have a number of "resources" that we are putting at your disposal to enable you to succeed. While each student will differ in the specific resources they prefer to utilize, in our experience we have identified a subset that are critical. Thus for those, we give extra emphasis in the class to strongly encourage students to use them. Resources are described below and in the following sections: **End of chapter problems from textbook:** • assigned for each chapter from end-of-chapter exercises in your textbook • a principle method for assessing whether you understand a concept and how to use it ***• the MOST critical resource for preparing for exams*** • large number of problems selected to cover the majority of important concepts • mixture of conceptual and quantitative problems • these will not be collected or graded • all assignments and answer keys are posted on eLearning **ALEKS:** • web-based individualized learning and assessment system • helps a student strengthen their fundamental knowledge and identify what they don't understand • useful to prepare for doing the homework—***doing ALEKS WITHOUT doing the homework is NOT sufficient for Exam preparation*** • details for ALEKS provided in a separate document • each student will get a unique set of questions tailored by the system to suit the student's preparation and understanding of the material • ALEKS will constitute 15% of your course score, broken down as follows: -- MODULES: average (best 9 of 10), 7% -- HOMEWORK: average (best 13 of 14), 8% **Midterm exams (in person):** • questions will focus on concepts and material covered in lecture material, during online class modules, in homework, and ALEKS • each midterm exam will be 80 minutes long • the procedure for taking an exam is described below in "Exam/Final Exam Details" section • ALL 4 MIDTERM EXAMS MUST BE TAKEN, at the scheduled time and on the scheduled day • in the case of an acceptable, documented reason (as defined by University policy – for example, participation in a UTD-sponsored event), an early exam will be offered on the Thursday (6:30am) before each Saturday exam. **In all cases, students must speak to their instructor well in advance and get approval to take the early exam.** • The final exam will replace your lowest regular exam score if the former is higher. This policy holds for all students and is in place to allow a student who misses ONE midterm exam for any reason to have that grade of zero replaced. **To clarify: the final exam can be used ONCE to replace ONE midterm exam score—either your lowest of 4 completed midterm exams, or to serve in place of a missed midterm exam for any reason.** • If you test positive for Covid and must miss a midterm exam, obtain proper documentation of a positive Covid test (see "UT Dallas Guidelines and Resources", pg 2 above) and contact your instructor to make special arrangements for your exam **Final exam (in-person):** • comprehensive exam • the final exam is 2 hours and 45 minutes long • the procedure for taking an exam is described below in "Exam/Final Exam Details" section • the final exam must be taken and cannot be replaced by any other grade • ***No makeup final will be given***

	• If you test positive for Covid and must miss the final exam, obtain proper documentation of a positive Covid test (see "UT Dallas Guidelines and Resources", pg 2 above) and contact your instructor to make special arrangements for your final
Grading Scale	• Letter grades will be determined for the Midterm Grade and Final Semester Grade ONLY • Scores will be rounded when determining letter grades (e.g. 89.4 will round to an 89; 89.5 will round to a 90) Grade breaks: A+ 98 and above A 93 (inclusive) to 98 A- 90 (inclusive) to 93 B+ 87 (inclusive) to 90 B 83 (inclusive) to 87 B- 80 (inclusive) to 83 C+ 77 (inclusive) to 80 C 73 (inclusive) to 77 C- 70 (inclusive) to 73 D+ 67 (inclusive) to 70 D 63 (inclusive) to 67 D- 60 (inclusive) to 63 F below 60
Extra Credit	There is **no extra credit** in this course. Your course grade will be determined by your performance in ALEKS, on the midterm exams, and on the final exam.
ALEKS Deadlines	ALEKS assignments are *due on the date listed below*—at the deadline time (11:59 pm, CST), these assignments will close and you will no longer be able to improve your grade **SUBJECT** / **MODULE** / **HOMEWORK** Solutions 1 / Mon Jan 23 / Thurs Jan 26 Solutions 2 / Mon Jan 30* / Thurs Feb 2 Kinetics 1 / Mon Feb 6 / Thurs Feb 9 Kinetics 2 / / Thurs Feb 16 Equilibrium / Mon Feb 20* / Thurs Feb 23 Equil2/Acid-Base 1 / Mon Feb 27 / Thurs Mar 2 Acid-Base 2 / / Thurs Mar 9 Acid-Base 2 / Tues Mar 21 / Buffers / / Thurs Mar 23 Titrations/Solubility / Mon Mar 27* / Thurs Mar 30 Thermo 1 / Mon Apr 3 / Thurs Apr 6 Thermo 2 / / Thurs Apr 13 Thermo 2/Echem / Mon Apr 17* / Echem 1 / / Thurs Apr 20 Echem 2 / Mon Apr 24 / Thurs Apr 27 Nuclear / / Thurs May 4 ** you will be given a knowledge check after this module's deadline (before you can proceed to the next module)*
Exam/Final Exam Details	• there will be four midterm exams and one cumulative final exam • each midterm exam will be 80 min in length; the final exam will be 2 hrs 45 min. Exams will be designed so that a well-prepared student can complete the necessary work in the allocated time. • exams will be composed of multiple choice and possibly short answer questions • midterm exams will be in person on Saturdays beginning at 10am • Students will be assigned to specific exam rooms based on their last name. Assignments will be announced before the first midterm exam, and will be valid for the full semester.

	• you will need your valid COMET CARD to take the exam; in the absence of this, a ***valid, current photo ID*** such as your driver's license can be used • during exams, students are not allowed to have the following items with them: food, scratch paper (unless provided by the instructor), course materials, textbooks, notes (including formula sheets), or electronic devices, including iPads, iPhones or any other type of smart phone or cellular phone, iPods, MP3 players, earphones, radios, cameras, multi-functional timepieces, computers, or ANY device capable of accessing cellular or wireless networks. • when possible, students will sit in alternating seats, face forward at all times, and remove any clothing which might conceal eye movements, reflect images of another's work, or hide course materials for copying. • exam proctors will monitor any communication or signaling between students by talking, whispering or making sounds, or by using your hands, feet, or other body movements, the test paper itself or your writing implement. • We have a specific calculator (acceptable list below) **required for use on all exams** TI-30X IIS (solar) or TI-30X IIB (battery) or TI-30Xa -- **NO OTHER CALCULATOR TYPE IS ALLOWED** -- ALL calculators will be checked before/during the exam. Non-approved calculators will be removed immediately from the student, to be returned at some point after the exam period (possibly in class) -- if your calculator is removed, you will likely be required to finish the exam WITHOUT a calculator (i.e., we may not have calculators to provide, and another student cannot provide you with a calculator once the exam has started) • You may arrive late for a ***midterm*** exam ***until the time when the first student finishes and leaves*** (only penalty being that you will have proportionally less time to finish the exam). After this grace period you will not be allowed to take the exam and will receive a score of "zero" • If you arrive late for the ***Final*** exam, you will be allowed to take the exam but will have proportionally less time to finish. • **during exams, you may not receive assistance from any source, including other students or online services; this constitutes academic dishonesty, and any indication that you have done so will be reported to the UTD Office of Community Standards and Conduct. You may likewise not provide any assistance to fellow students; this is also academic dishonesty and will be reported.**
Peer Instructional Support (PLTL Program)	Peer Led Team Learning (PLTL) is a program designed to provide an active learning experience in which students can gain the skills and confidence to be successful learners in General Chemistry and other science courses. In weekly ninety-minute PLTL sessions, small groups of students will work together to solve problems written by the course professors. An undergraduate PLTL leader who has training in group dynamics and mastery of course content will lead them. This is an optional component to the course. However, if you choose to participate, you are required to stay in the program throughout the semester—the integrity of the group depends on it. As such, **it is critical to attend every session**—skipping a PLTL session limits the utility of that session for everybody else. We want people who sign up for the program to be fully committed to attending. ***Bottom line: only sign up for PLTL if you are committed to attending every session.*** To participate in a PLTL group, you will need to apply online. More details of this program, and the enrollment procedure, will be announced in class. You can learn more about PLTL at the following link for the Student Success Center: https://www.utdallas.edu/studentsuccess/help-with-courses/peer-led-team-learning/. If you would like to pre-register to be a part of priority registration, you must fill out a pre-registration form (found at the following site): https://eforms.utdallas.edu/utd-pltl-lottery • pre-registration will run from Friday, January 13 thru Tuesday, January 17 Registration will be on Coursebook: • Early access registration (if pre-registered): starts Wednesday, January 18, 10:00am • Open registration (all UTD students): starts Friday January 20, 10:00am PLTL begins Monday January 23rd

Other Assistance	There are other resources available to you through the Student Success Center (SSC), including Supplemental Instructors (SI's) and peer tutoring. You can learn more about the SI program, peer tutoring, and other resources through the SSC at the following website: https://www.utdallas.edu/studentsuccess/ Additional University academic support resources for all students can be found at the Academic Support Resources webpage.
Regrade Policy	Requests to have 1 or more questions of an exam regraded have to be made within 1 week of receiving the graded assignment. The request should be in the form of an email from your UTD email account to the instructor; the subject line should read "exam X regrade", where X is the assignment number; the body of the email should contain your full name, the problem number and an explanation of your request.
UT Dallas Syllabus Policies and Procedures	The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus: http://go.utdallas.edu/syllabus-policies Policies covered include: student conduct and discipline, academic integrity, copyright notice, email use, student grievance procedures, and religious holy days. Some additional information regarding some of these topics is included in related sections below.
Academic Integrity	The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work. *Academic Dishonesty:* Academic dishonesty can occur in relation to any type of work submitted for academic credit or as a requirement for a class. It can include individual work or a group project. Academic dishonesty includes plagiarism, cheating, fabrication, and collaboration/collusion. In order to avoid academic dishonesty, it is important for students to fully understand the expectations of their professors. This is best accomplished through asking clarifying questions if an individual does not completely understand the requirements of an assignment. During exams, you may not receive assistance from any source, including other students, tutors or online services; this constitutes academic dishonesty, and any indication that you have done so will be reported to the UTD Office of Community Standards and Conduct. You may likewise not provide any assistance to fellow students; this is also academic dishonesty and will be reported. You may not upload any questions or exam content to tutoring or other online services, as this will also be considered academic dishonesty. Additional information related to academic dishonesty and tips on how to avoid dishonesty may be found here: https://www.utdallas.edu/conduct/dishonesty/.
Email Use	We will ***not*** communicate any details regarding your grade through email. We will only discuss these details in person with a student. If you experience any problems with your UTD account, you may send an email to: assist@utdallas.edu or call the UTD Computer Helpdesk at 972-883-2911.
Withdrawal from Class	The administration at UT Dallas has established deadlines for withdrawal from any course. These dates and times are published in the Comet Calendar (http://www.utdallas.edu/calendar) and in the Academic Calendar (http://www.utdallas.edu/academiccalendar). It is the student's responsibility to handle withdrawal requirements from any class. In other words, a professor or another instructor cannot drop or withdraw any student unless there is an administrative drop such as the following: • Not meeting the prerequisites for a specific course • Not satisfying the academic probationary requirements, resulting in suspension • An Office of Community Standards and Conduct request • Not making appropriate tuition and fee payments • Enrollment is in violation of academic policy • Not admitted for the term in which they registered It is the student's responsibility to complete and submit the appropriate forms to the Registrar's Office and ensure that he or she will not receive a final grade of "F" in a course if he or she chooses not to attend the class after being enrolled.
Incomplete Grades	As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the

	required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.
AccessAbility Resource Center (ARC)	It is the policy and practice of UT Dallas to make reasonable accommodations for students with properly documented disabilities. If you are a student with a disability and believe you will need academic accommodations for this class, you are encouraged to register with the AccessAbility Resource Center (ARC). Some aspects of the course, the assignments, the in-class activities, and the way the course is typically taught may be accommodated to facilitate your participation and progress. ARC will assist you in determining academic accommodations that are appropriate for your situation. Any information you provide is private and confidential and will be treated as such. To avoid any delay, please contact ARC as soon as possible. Please note that accommodations are not retroactive, and disability accommodations cannot be provided until an ARC Letter of Accommodation has been given to the instructor. Students who have questions about receiving accommodations, or those who have, or think they may have, a disability (mobility, sensory, health, psychological, learning, etc.) are invited to contact ARC for a confidential discussion. ARC is located in the Administration Building, AD 2.224 They can be reached by phone at 972-883-2098, or by email at studentaccess@utdallas.edu

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.