

The University of Missouri at Columbia

Undergraduate Seminar in Chemistry Chemistry 3700 - Spring Semester 2012

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Professor: Dr. Rainer Glaser
Office: 321 Chemistry Building
Email: glaserr@missouri.edu
Dr. Glaser's Home Page: <http://faculty.missouri.edu/~glaserr>
First Lecture: Wednesday, Jan. 18, 2012, 12 pm, Schlundt Hall 209
Prerequisite: CHEM 1330 or 1500H; CHEM 2100 or 2160H
Office Hours: WF 1-2 pm, and by appointment
Course Web Site: http://faculty.missouri.edu/~glaserr/RG_T_SP12.html

Course Objectives: Methods for locating and presenting chemical information, data management, data analysis techniques, scientific writing, scientific peer review, professional issues.

Word Processing & IT Access: All writing assignments must be completed with MS Office Software. Writing assignments require software available on Department of Chemistry computers and/or access to online materials available through Ellis Library. One of the Computer Rooms in the Department of Chemistry (West side, Schlundt Hall) has been reserved for CHEM 3700 for Friday, 12-2 pm throughout SP12. Most of the Friday meetings will take place in the Computer Room (as will be announced in class).

Course Materials

- (1) **REQUIRED.** *From Research to Manuscript: A Guide to Scientific Writing*. 2/e. Michael J. Katz. Springer: New York, **2009**. (\$21.85; Amazon, accessed 11/11/11)
- (2) **REQUIRED.** *The ACS Style Guide: Effective Communication of Scientific Information*. Anne M. Coghill and Lorrin R. Garson. American Chemical Society: Washington, D.C., **2006**. (\$39.99; Amazon, accessed 11/11/11)
- (3) **RECOMMENDED REFERENCE.** *Write Like a Chemist: A Guide and Resource*. Marin S. Robinson, Fredricka L. Stoller, Molly Costanza-Robinson, and James K. Jones. Oxford University Press, USA: New York, **2008**. (Paperback: \$39.73; Hardcover: \$125.00 Amazon, accessed 11/11/11).
- (4) **RECOMMENDED REFERENCE.** *Scientific Writing and Communication: Papers, Proposals, and Presentations*. Angelika H. Hofmann. Oxford University Press, USA: New York, **2009**. (Paperback: \$30.19; Amazon, accessed 11/11/11).

Attendance, Assignments & Grading

There are no tests and no final. Homework will be assigned weekly, usually on Wednesday, and the assignments need to be turned in at the beginning of lecture on the following Wednesday. One assignment involves an oral presentation. With the last four assignments, you will experience a complete sequence of the scientific publication and peer review process: paper preparation & submission, peer review, revision & resubmission, and second peer review.

Attendance is a requirement in this course, and no more than one unexcused absence is tolerated. You will be provided periodically with performance measures (*i.e.*, average, standard deviation, minimum and maximum scores) so that you can assess your relative performance. Letter grades will be assigned at the end of the course.

No make-ups for missed assignments. If an assignment is missed for a legitimate reason (sickness *etc.*, with acceptable written proof), your overall course percentage will be determined based on the reduced total. If you know in advance that you will not be able to complete an assignment for a valid reason, talk to the instructor at the time the assignment is made. If you miss an assignment without a legitimate reason, you will receive a score of zero points.

Academic Integrity Academic integrity is fundamental to the activities and principles of a university. All members of the academic community must be confident that each person's work has been responsibly and honorably acquired, developed, and presented. Any effort to gain an advantage not given to all students is dishonest whether or not the effort is successful. The academic community regards breaches of the academic integrity rules as extremely serious matters. Sanctions for such a breach may include academic sanctions from the instructor, including failing the course for any violation, to disciplinary sanctions ranging from probation to expulsion. When in doubt about plagiarism, paraphrasing, quoting, collaboration, or any other form of cheating, consult the course instructor.

Academic Accommodations If you need accommodations because of a disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please inform me immediately. Please see me privately after class, or at my office.

To request academic accommodations (e.g., a notetaker), students must register with the Office of Disability Services (<http://disabilityservices.missouri.edu>), S5 Memorial Union, 882-4696. It is the campus office responsible for reviewing documentation provided by students requesting academic accommodations, and for accommodations planning in cooperation with students and instructors, as needed and consistent with course requirements. For other MU resources for students with disabilities, click on "Disability Resources" on the MU homepage.

Intellectual Pluralism The University community welcomes intellectual diversity and respects student rights. Students who have questions or concerns regarding the atmosphere in this class (including respect for diverse opinions) may contact the Departmental Chair or Divisional Director; the Director of the Office of Students Rights and Responsibilities (<http://osrr.missouri.edu/>) or the MU Equity Office (equity@missouri.edu; <http://equity.missouri.edu/>). All students will have the opportunity to submit an anonymous evaluation of the instructor(s) at the end of the course.

Academic Inquiry, Course Discussion and Privacy - Faculty not allowing recording University of Missouri System Executive Order No. 38 lays out principles regarding the sanctity of classroom discussions at the university. The policy is described fully in Section 200.015 of the Collected Rules and Regulations. In this class, students may not make audio or video recordings of course activity, except students permitted to record as an accommodation under Section 240.040 of the Collected Rules. All other students who record and/or distribute audio or video recordings of class activity are subject to discipline in accordance with provisions of Section 200.020 of the Collected Rules and Regulations of the University of Missouri pertaining to student conduct matters.

Those students who are permitted to record are not permitted to redistribute audio or video recordings of statements or comments from the course to individuals who are not students in the course without the express permission of the faculty member and of any students who are recorded. Students found to have violated this policy are subject to discipline in accordance with provisions of Section 200.020 of the Collected Rules and Regulations of the University of Missouri pertaining to student conduct matters.