

GUIDELINES VERIFICATION FORM

Students,

Attached is a copy of the guidelines for your AP chemistry class. As your first assignment, you are responsible for reading and discussing the requirements within this set of guidelines with a parent. After taking the time to understand what the expectations for Mrs. Plata's class are, sign this form and return it to Mrs. Plata.

I have read, I understand, and I will follow the rules and procedures set forth in this set of guidelines.

Signed:

Print Student name here

Student signature here

Parents,

Attached is a copy of the guidelines for your child's AP chemistry class. Please read these and discuss the meaning with your child. It is important that you and he/she fully understand what the expectations and procedures for the class are. If there are any questions please feel free to contact Mrs. Plata at kplata@dist113.org. Once you are clear on all the expectations and procedures, please sign this form, have your child sign the form, and have your child return it to Mrs. Plata.

I have read, I understand, and I have discussed the rules and procedures for Mrs. Plata's AP chemistry class with my child.

Signed:

Parent signature here

Second parent signature here, if desired

THIS SHEET, SIGNED BY THE STUDENT AND ATLEAST ONE PARENT
IS DUE ON Monday AUGUST 28, 2017.

AP Chemistry Guidelines

2016-2017

General Philosophy

Since this is an AP chemistry class, you are expected to put in the effort you normally would in a first year college chemistry class. This means you will be reading and practicing material on your own, outside of class. It is extremely important for you to motivate yourself to work independently or in study groups to aid your understanding of the material. It is my expectation that you will spend, at least 6-8 hours per week studying outside of class time.

In addition, it is extremely important for you to stay on top of the material that we are covering. We do not have the luxury of a lot of time to go over material several times and review often. Your year of learning ends in early May when the AP exam occurs. Therefore, it is your responsibility to avoid falling behind. If you are having difficulty, see me right away. Don't wait a week, or you will only fall further behind. AP Chemistry is a manageable course, but it requires consistent effort.

Chemistry is a rewarding subject, but it is one that requires effort to understand. Expect to work hard, but also to feel a sense of accomplishment. Help each other to succeed by listening to your classmates, respecting their comments, and adding your own ideas to class discussions. We will all go further if we approach this year as a team, and I look forward to a great year with you.

Class Attendance

There is a high correlation between class attendance and performance in this class. Students are responsible to secure and show an authorized absence, and to obtain assignments and notes for the days that were missed. This should be done immediately upon your return to the classroom. The magazine rack on the class supplies cabinet will contain any handouts given during the week. Also visit the Google community, calendar, and Mrs. Plata's website regularly.

If a student has an excused absence on the day of a lab, the student must arrange to make up the lab. When attending a make-up lab session, you must be prepared. You may be asked to leave if the teacher does not feel you are adequately prepared for the lab. All labs should be made up within one week from returning to school because of equipment constraints. If this is not completed, you will receive a zero for the lab.

If a student has an excused absence on the day of a quiz or test, the student will be expected to make up that on the day of his return unless the absence has been an extended one.

In all cases, finding out homework assignments and completing them after an absence is your responsibility. Absence is not an excuse for missing work. This includes laboratory work. If you are absent on the day that I check in a lab or homework, it is your responsibility to seek me out and check in your work for credit or to put it in the class tray.

If a student has an unexcused absence on the day of a test, quiz, or lab, the student will receive a zero for that assignment.

Materials

From the bookstore:

Text: Brown, LeMay, Bursten, Murphy. *Chemistry: The Central Science*, 13th ed. Pearson Education

Solutions to Red Exercises (softcover) that accompanies the text

A 100 page, carbonless laboratory notebook with ¼ inch grid.

Scientific Calculator (at minimum)

Notebook: Recommended: three ring binder for organizing notes and handouts

Grade

Your grade will be determined by a simple calculation of total points earned divided by points possible. Grades will accumulate over an entire semester with quarter grades simply serving as a midterm. The distribution of points in a typical quarter will be approximately as shown below. Standard percentages listed in the student handbook will correspond to each letter grade. Semester grades will be earned from the semester (80%) and the final (20%).

Homework

5% or less

You will be expected to complete reading and homework assignments from your textbook after virtually every class. These should be completed prior to the next class period; if the next period will be fully devoted to a lab, the reading and homework should be completed by the class period following the lab. As a college-level class, you are expected to show great autonomy in completing your homework. Moreover, you should strive to do test-quality work even on your homework, fully showing your work and explaining your ideas. You will have a solution manual for the red-numbered problems, but you must use this judiciously as an aid to understanding how to work the problems rather than as an alternative to doing the work yourself. Time will be allowed to discuss homework questions in class. Make the most of this time by being prepared to ask questions and by annotating your homework to help you understand it more fully.

Laboratory

25%

You are required to keep a bound laboratory notebook throughout the year. The first two pages of the notebook are reserved for a table of contents. Number each remaining page of your notebook and keep the table of contents current at all times. Prior to each lab period you must prepare your lab notebook with the lab procedure and with data tables appropriate for recording all lab measurements and observations. You may only use your lab notebook while in the lab, and all data must be recorded directly in your notebook. Your lab notebook is subject to inspection during each lab period, and you may be asked to turn it in for a grade based on its quality and completeness. After each lab you will complete a report which may include any or all of the following sections, as specified in the lab handout: introduction, data, calculations, analysis questions, results/discussion as well as the carbon copy pages from the lab notebook. Keep all of your graded lab reports as well as your lab notebook even after high school. Even if you earn a high enough AP score to receive credit, your college may request to evaluate your lab work in order to determine whether to also grant you lab credit.

Quizzes and tests

15%, 55%

Quizzes will be given at appropriate intervals during most units. Quizzes will consist primarily of written, free-response-style questions. To receive full credit it is crucial to show your calculations fully and clearly and to explain yourself clearly, logically, and unambiguously for conceptual questions. Numerical answers must include units and an appropriate number of significant figures to be fully correct. Tests at the end of each unit typically will include both multiple-choice and written questions with both conceptual and computational types of problems. Again show all work and circle answers if not provided an answer box. Explain concepts fully with proper English.

Late work

Late work will not be accepted except in the case of illness or extenuating circumstances as decided by your instructor.

Academic Honesty

There are important benefits to working with other students in this class, and I realize that studying together can be an excellent tool when used properly. Be sure that when you are working with others, you are really helping each other to understand the material. It is NOT okay to simply share answers. **SHARE IDEAS NOT WORDS OR WORK.** Students found copying will receive a zero for that assignments. This is also true of lab reports, even though you have a lab partner, Your data sections will be identical, and you may work to analyze the laboratory results, but your report should be your own. If labs are turned in with identical or nearly identical work, all participants will receive zeros.

Behavior

There is a great potential for danger when working in a laboratory, and rules should be followed at all times. Students are required to read the rules of the laboratory, sign a safety contract, and have a parent or guardian do the same before participating in laboratory work. The equipment should be handled carefully, and at no time should a lab station be left unattended. You are financially responsible for any broken equipment. If behavior in lab becomes a problem, students may be required to forfeit the lab grade and not participate in an lab activity.

You will be assigned a lab drawer of commonly used glassware and equipment. It is you and your partner's responsibility to see that the drawer and its contents stay safe and clean. A lab drawer check will occur at least once each quarter.

Above all you are here to learn chemistry, and I am here to help you learn. Any behavior that interferes with these goals is inappropriate. Please respect your own and others' rights to learn. With that said, tardiness is a disruption to everyone. I expect that you will be on time and ready to begin at the bell. Should you be late to class, enter as quietly as possible so as not to disrupt others. Then, speak to me after class.

Cleanliness- The classroom and laboratory are your responsibility to maintain. Please respect the work that the custodial staff does in this room, and do your part to keep it clean by not writing on desks and lab benches or throwing litter on the floor. Always clean up your lab station when you are finished. This included common areas of the lab. Please do not eat in the classroom and limit drinks in sealable containers to the front of the classroom.

AP Exam

The AP examination is not a required part of this course, but your are strongly recommended to take the exam, since, you've spent most of the year learning material which prepares you for the exam.

Extra Help

I welcome the chance to meet with you on an individual basis. If you find you are having difficulty, please let me know and we can set up a time to meet. I am available during certain periods of the day and before school, but rarely after school. Please let me know in advance that you want to come in to see me. My semester schedule will be posted outside the classroom door. My office is X228. You can most easily contact me via email kplata@dist113.org.