

Course Syllabus



Instructor:

Dr. Cinzia Muzzi

Phone: 408-864-5790 (I only receive messages at this number)

Meeting Times:

ALL LECTURES AND LABS ARE IN-PERSON

Lecture

Section 03 CRN 33756 and Section 04 CRN 33760

TTh, 11:30 AM-1:20 PM, Location: **S32**

Lab

Section 03 CRN 33756: T 8:30 AM-11:20 AM, Location: **SC2208**

Section 04 CRN 33760: Th 8:30 AM-11:20 AM, Location: **SC2208**

Office Hours/How to Contact Me:

Office Hour (In-person)

MW 11:30 AM-12:20 PM, **SC1224**

TTh 1:30 PM- 2:20 PM, **SC1224**

Email

I generally am able to answer emails within 24 hours Monday-Thursday between 8:00AM-5:00PM. Emails sometimes may take up to 48 hours for a response. Please note that I may not answer email on the weekends depending on time and internet availability.

Always use the **In Box** in the lefthand tool bar to send emails. When you communicate through the **In Box** I am sure to see your email. Otherwise your email potentially could be lost in the +75 emails I receive per day at my general email address. If for some reason you need to email me outside of Canvas, my email address is muzzicinzia@fhda.edu
(<mailto:muzzicinzia@fhda.edu>)

Course Information:

- This class is divided into two separate instructional periods: a **lecture period** devoted to the primary course material and a **lab period** for conducting lab experiments. One registration code automatically enrolls you in both periods. Everyone will have the same lecture period, but a different lab period depending on which code you used for enrolling. **At De Anza College the lab and lecture cannot be taken as separate courses.**
- Student Learning Outcomes can be found in the [De Anza Course Catalogue](https://deanza.elumenapp.com/catalog/2025-2026/course,chemd025#mainContent)  (<https://deanza.elumenapp.com/catalog/2025-2026/course,chemd025#mainContent>) description for this course.

Required Materials:

- **Introduction to Chemistry; Tro. 7th ed.** Directions for obtaining the electronic version of this book are found in the **Getting Started** module. ISBN: **0135402220** (\$40). You can also try to find a used version of the book on Amazon or any used book retailer.
- A scientific calculator that has at least log and exponential functions is required (~ \$25). Graphing calculators are fine also, but not required.
- **Laboratory Safety Goggles** (\$25.99). These must be purchased from the De Anza bookstore to meet the specifications required for chemical safety (Indirect Vent, ANSI Z87.1+ and CSA Z94.3). They are also available on [Amazon](https://www.amazon.com/Uvex-Stealth-Uvextreme-Anti-Fog-S39610C/dp/B000BQUTQS/ref=sr_1_5?crid=1J43N7TP41NGE&keywords=Honeywell%2BSafety%2BProducts%2BUvex%2BStealth%2BChem%2BSplash%2BGoggles%2C%2BGrey&qid=1702500262&srefix=honeywell%2Bsafety%2Bproducts%2BUvex%2BSplash%2BGoggles%2C%2BGrey%2Caps%2C176&sr=8-5&th=1)  (https://www.amazon.com/Uvex-Stealth-Uvextreme-Anti-Fog-S39610C/dp/B000BQUTQS/ref=sr_1_5?crid=1J43N7TP41NGE&keywords=Honeywell%2BSafety%2BProducts%2BUvex%2BStealth%2BChem%2BSplash%2BGoggles%2C%2BGrey&qid=1702500262&srefix=honeywell%2Bsafety%2Bproducts%2BUvex%2BSplash%2BGoggles%2C%2BGrey%2Caps%2C176&sr=8-5&th=1).
- Any device that will allow you to browse the web and take photos, preferably a tablet or computer.
- **Any App that will allow you to convert photos to pdf files. You must be able to do this efficiently and effectively!!!** Genius Scan, CamScan, and Notes (Apple) are free, easy options.
- **Preparation for General Chemistry laboratory manual listed for Chem 25 at the De Anza Bookstore.** This is a custom lab manual that can only be purchased at the De Anza Bookstore. Make certain to buy the version listed for Chem 25. Here is a [link](https://www.bkstr.com/deanzastore/product/preparation-for-general-chemistry-14770-1)  (<https://www.bkstr.com/deanzastore/product/preparation-for-general-chemistry-14770-1>). ISBN: **9781307817706** (\$43.25).

Registration, Attendance, and Conduct Policy:

- **Registration:** Enrollment in each section is strictly limited to 30 students per section. Class spaces are filled in accordance with the official class roster from Admission and Records, followed by the official wait list. Any errors with registration or status must be addressed directly to Admission and Records.
- **Attendance:** Lecture is in person on campus. Lab is also in-person on the De Anza campus and attendance is expected during all lectures and all laboratory periods.

- **Dropping the Course:** If you choose to drop the course **at any point** during the quarter, it is **your** responsibility to withdraw from the course through MyPortal by the appropriate deadline.
 - **Conduct:** Students are also expected to abide by the Academic Integrity policy as outlined in the De Anza College catalog at all times. Students caught cheating or plagiarizing on any assignment will be expelled from the course and receive a grade of "F." If collusion between students to cheat can be demonstrated, each student will receive this same penalty.
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Class Grade Format:

Grading and Exam Schedule (Exam dates are tentative):

- Lecture Exams (200 points) (Lowest exam score will be dropped) **ALL LECTURE EXAMS ARE IN-PERSON 400 pt**
 - Final Exam **IN-PERSON 300 pt**
 - Quizzes (20 pt each) (Lowest score will be dropped) **180 pt**
 - Pre-lab/lab-prep Assignments (10 points each) (Lowest score will be dropped) **90 pt**
 - Laboratory Reports (20 pt each) (Lowest score will be dropped) **160 pt**
 - Lab Exam **50 pt**
- Total Possible Points : **1180 pt**

Grade Scale:

<u>% of Total Points Possible</u>	<u>Grade</u>
98-100	A+
92-97	A
89 - 91	A-
85 - 88	B +
82 - 84	B
79 - 81	B-
75 - 78	C +
68 - 74	C
64 - 67	D +
61 - 63	D
58 - 60	D-

less than 58%

F

Dr. Muzzi reserves the right to change exam and quiz dates as well as modify the grade scale at any point during the quarter.

Homework, Quizzes and Study Tips:

To stay on track in this course, students should plan to read **1.5 to 2 chapters per week**.

Homework

- Homework consists of **odd-numbered end-of-chapter problems** from the textbook and/or the exercises posted on Mastering Chemistry.
- These problems are **not collected or graded**, but they are essential for your learning. Your comprehension of these problems is assessed through weekly quizzes.
- **Solutions** to the odd-numbered problems are available in the **Appendix of the e-textbook**. You can also practice the in-chapter exercises for additional review.
- You should complete the homework **before attempting the weekly quiz**, as it directly supports your quiz and test performance.

Quizzes

- Weekly quizzes are on-line through Mastering Chemistry.
 - Quizzes contain **approximately 15–20 questions** and are designed for **self-assessment**.
 - Quizzes are **not comprehensive**—they do not cover every topic or calculation that may appear on exams.
 - However, they are a valuable tool for **exam preparation and practice**.
 - Quizzes are **timed (usually 45 minutes)** and must be completed by the **posted due date**.
- Each quiz is worth **20 points**, and your **lowest quiz score will be dropped**.
- **No early, late, or make-up quizzes** will be given.
- At times, you may have **more than one quiz per week**.

Missed Quizzes

- Any missed quizzes or assignment will automatically be treated as your **dropped score** in that category.
- This policy applies **regardless of the reason** for the absence (e.g., illness, family emergency, court dates, technical issues, car trouble, oversleeping, etc.).

Study Tips for Success

To perform well on quizzes and exams:

- **Read each chapter thoroughly** before attending the lecture. Not all material will be covered in class, but you are responsible for understanding the full content.
- **Complete the odd-numbered end of chapter practice problems and/or the Mastering Chemistry assignments.**
 - If a problem has multiple parts (a, b, c, d, etc.), it's not necessary to complete every part—as long as you understand the concept and calculations.
- **Stay current with reading and homework.**
 - Falling behind is the most common mistake students make.
 - Chemistry concepts build on one another, so a weak foundation early on can affect your understanding later.
 - **Read ahead** and keep up with assignments to stay confident and prepared.

Extra Credit

- You can earn up to **30 points of extra credit** in this course by:
 - Watching pre- and post-lecture videos in Mastering Chemistry; **AND**
 - Answering the related questions in Mastering Chemistry
 - This is the **only** way to earn extra credit. Links to the videos will be available in the weekly modules, and you can also find the assignments directly in Mastering Chemistry by clicking the **Access Pearson** button and navigating through the platform.
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Lecture Exam Policy

There will be **three lecture exams** and **one cumulative final exam** during the semester.

Lecture Exams

- Each lecture exam is worth **200 points**. The format of the exams will be discussed in lecture.
- Only your **top two scores** will count toward your final course grade.
- **No early, late, or make-up exams** will be offered under any circumstances.

Final Exam

- The final exam is **cumulative** and worth **300 points**.
- It **cannot be dropped** and will always count toward your final grade.
- The date and time of the final exam are listed on the **Tentative Schedule** and are set by the college.
- **No early, late, or make-up final exams** will be given.

Missed Exams

- Any missed exam or assignment will automatically be treated as your **dropped score** in that category.
- This policy applies **regardless of the reason** for the absence (e.g., illness, family emergency, court dates, technical issues, car trouble, oversleeping, etc.).

Exam Re-Grading

- If you believe an exam was graded incorrectly, you may request a **full re-grade**.
 - Submit your request at the **end of the lecture or lab period** on the day the exam is returned.
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Laboratory Attendance Policy

In-Person Attendance Required

Students are expected to attend **all laboratory sessions in person**. Active participation in lab is a core component of this course.

Absences

If you are unable to attend a lab

- **Notify the instructor as soon as possible**, and
- Be aware that there are no provisions for making up a lab.
- Any missed lab sessions or assignments will automatically be treated as your **dropped score** in that category.
- This policy applies **regardless of the reason** for the absence (e.g., illness, family emergency, court dates, technical issues, car trouble, oversleeping, etc.).

Excessive Absences

If you miss **TWO** or more lab sessions—regardless of reason—you will receive an **F for the course**.

- This policy reflects the essential role of lab participation in your learning and assessment.
- If your absences occur **before the college withdrawal deadline**, you may choose to **withdraw from the course** instead.

Pre-Lab Assignments and Laboratory Reports

Lab Sessions

Laboratory experiments are conducted **in person, once a week** on campus. Attendance is mandatory.

Pre-Lab Assignments

- Before each lab session, students must complete a **pre-lab assignment**
- You **must complete the pre-lab** to be allowed into the lab session.
- All pre-lab assignments must be submitted as **PDF files via Canvas**
- Failure to complete the pre-lab will result in a **zero score for both the pre-lab assignment and the associated lab report**.
- Only your **top nine pre-lab scores** (each worth **10 points**) will count toward your final grade.
- Details about the pre-lab format will be provided during lab.
- **No make-up or late pre-lab assignments** will be accepted.

- Any questions about graded pre-lab report assignments must be communicated to me before finals week in an email. Do not leave messages in the comments section of the assignment. At the start of finals week no errors in grading will be considered.

Lab Reports

- Lab reports may include **formal reports and/or worksheets and graphs**, depending on the experiment.
- All reports must be submitted as **PDF files via Canvas**.
- Only your **top eight lab report scores** (each worth **20 points**) will count toward your final grade.
- Any missed lab sessions or assignments will automatically be treated as your **dropped score** in that category.
- This policy applies **regardless of the reason** for the absence (e.g., illness, family emergency, court dates, technical issues, car trouble, oversleeping, etc.).
- **No make-up or late lab reports** will be accepted.
- Any questions about graded lab report assignments must be communicated to me before finals week in an email. Do not leave messages in the comments section of the assignment. At the start of finals week no errors in grading will be considered.

Missed Pre-Labs and Lab Reports

- Any missed assignment will automatically be treated as your **dropped score** in that category.
- This policy applies **regardless of the reason** for the absence (e.g., illness, family emergency, court dates, technical issues, car trouble, oversleeping, etc.).

Laboratory Exam

Lab Exam

- There will be **one laboratory exam** worth **50 points**, given in the last week of the quarter.
 - The lab exam is **mandatory** and **cannot be dropped**.
 - **No early, late, or make-up lab exams** will be given under any circumstances.
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Other Useful Information

Disability Support Services

De Anza College views disability as an important aspect of diversity, and the college is committed to providing equitable access to learning opportunities for all students. Disability Support Services (DSS) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations

If you have, or think you have, a disability in any area such as, mental health, attention, a learning disability, chronic health, sensory (e.g. hearing or vision), or physical, please contact DSS to arrange a confidential discussion regarding equitable access and reasonable accommodations.

If you are registered with DSS and have accommodations set by a DSS counselor, please be sure that your instructor has received your accommodation letter from Clockwork early in the quarter to

review how the accommodations will be applied in the course.

Students who need accommodated test proctoring must meet appointment booking deadlines at the DSPS Testing Center.

- Exams must be booked at least five (5) business days in advance of the instructor approved exam date/time.
- Final exams must be scheduled seven (7) business days/weekdays in advance of the instructor approved exam date/time.
- Failure to meet appointment booking deadlines will result in the forfeit of testing accommodations and you will be required to take your exam in class.
- Contact the DSS if you cannot find or utilize your MyPortal Clockwork Portal.

DSS strives to provide accommodations in a reasonable and timely manner, some accommodations may take additional time to arrange. We encourage you to work with DSS and your faculty, as early in the quarter as possible, so that we may ensure that your learning experience is accessible and successful.

DSS Location: RSS Building, Suite 141

Phone: 408-864-8753

On the web: <https://www.deanza.edu/dsps/> (<https://www.deanza.edu/dsps/>)

Email: DSS@deanza.edu (<mailto:DSS@deanza.edu>)

Title IX Office

De Anza College is committed to creating and sustaining a safe educational and working environment.

Title IX is a civil rights law that **prohibits sex discrimination** against students, employees and others at public schools, colleges and universities that receive federal funding. The law requires institutions to **protect all people** from sex-based discrimination, sexual harassment, violence and retaliation, including conduct outside of the United States or outside of a college's education program or activity.

For more information please visit: <https://www.deanza.edu/titleix/#resources> 
(<https://www.deanza.edu/titleix/#resources>)

Student Learning Outcome(s):

- Assess the fundamental concepts of modern atomic and molecular theory.
- Evaluate the standard classes of chemical reactions.
- Demonstrate a fundamental understanding of mathematical concepts pertaining to chemical experimentation and calculations.

Office Hours:

SC1224	M,W	11:30 AM - 12:30 PM
SC1224	T,TH	1:30 PM - 2:30 PM