The following rules apply for CHM 107 Lab.

**Safety and Behavior.**
- Safety is the first priority, and students must wear safety goggles all the time during experiments.
- Students are not allowed to eat and drink anytime during the lab. There should be no bottles or food on the desk.
- Use of cell phones is not allowed in the lab. Students MUST SWITCH OFF their phones while being in the lab.
- Since every student is entitled to full participation in class without interruption, all students are expected to be in class and prepared to begin on time. Disruption of class whether by latecomers, noisy devices or inconsiderate behavior will not be tolerated. Any disruption will be considered serious and violators will be penalized and may result in expulsion from the class/course.
- Each student MUST clean his/her workplace after finishing his/her experiment.

**Class Attendance.**
- Student should attend the class on time. It is student’s responsibility to sign the attendance sheet upon arrival in the class.
- Without legitimate reasons, absence from labs is forbidden. Students must make up all the absent experiments. However, make-up-labs will be very difficult because the limited vacancy in other sessions.
- Students will get an automatic “F” grade, if they miss two or more experiments.
- If you want to leave the lab due to any reason during the session, you must inform your instructor.
- You cannot leave the lab without permission of the instructor before finishing the work.
- Your instructor will sign the data sheet after you finish the experiment when you bring to his/her attention. A data sheet, which is not signed by instructor, is not acceptable and submission of such data sheet will result into an automatic “F” in that experiment.

**Exams and Grading.**
- There will be at least Four Quiz Exams.
- To maintain the uniform grading, the final exam will be in the form of Departmental Final.

50% Quiz Exams  
30% Final Examination.  
20% Attendance, Skills, and Attitude in the lab session.

Letter grades (approximate).  
>93% A  
90-93% A-  
87-89% B+  
84-86% B  
80-83% B-  
77-79% C+  
70-76% C  
60-69% D  
<60% F  

**Academic Honesty.**  
All students must write their own lab report independently. Copying from others while writing your lab reports or during exam sessions carries ZERO GRADE for that associated session.

Please feel free to contact me if you need more information or any assistance.