

TENTATIVE SYLLABUS
Chemistry 1990 Fall 2017, 1 credit
Thursdays 1:30-2:20, WID 330

Professor Joanie Hevel, Widtsoe 235, 797-1622, joanie.hevel@usu.edu

Course Description: This course is designed to provide students with a sound foundation of how to get the most out of their chemistry/biochemistry education, expose students to exciting areas of chemistry and biochemistry, highlight the role of professionalism in success, and outline opportunities at USU that will help students reach their career goals. Includes seminars on topical issues presented by faculty and invited guests, discussions of career options, and activities to learn the best practices at resume writing and professionalism. These topics are essential to success in a chemistry/biochemistry related job, graduate work, or professional school.

Office Hours: by appointment

Times: Th 1:30-2:20, WID 330

Requirements: this is a Pass/Fail course

- 1) Attend all Friday classes 1:30-2:20, attendance is mandatory
- 2) Complete all mandatory in class activities and assignments.
- 3) Perform outside class assignments.

Texts: There is no assigned text for the course. Articles, worksheets, and forms will be handed out or made available on CANVAS as needed.

Canvas: Information essential to the course will be available through the course Canvas page. This site is found at <https://canvas.usu.edu/>. username = banner ID. Only students who are registered for the class will have access to the course Canvas pages

Grading: A final Pass or Fail grade will be assigned based on attendance and assignments/activities.

- 1) Attendance at all of the assigned meetings is mandatory.
- 2) Assignments and activities: assignments and activities done in class are mandatory. Assignments turned in after the deadline will have 2 points deducted from the score for the first day that it is late, with 2 points deducted each additional day that it is late. A student must earn **80% or more of the points associated with these activities in order to pass the class.**
- 3) Activities outside class: a list of activities will be provided at the beginning of the semester. In order to pass the class, **each student must participate in 7 activities.**

Provisions:

This course will adhere to the USU Academic Policies and Procedures Manual found at the web site <http://www.usu.edu/policies/>. Any student with a disability who requires accommodation must contact the instructor. The disability must be documented by the Disability Resource Center. Course materials may be requested in alternative formats.

Outside Class Activities; must do at least 7

Chem/Bch Department Seminar Wednesdays 4-5 ECLS 046 (sometimes WID 330)

Biochemistry Graduate Seminar Fridays, 11:30-12:30 WID 330

Lunch with Science, WID 330, schedule will go out soon

Chemistry Graduate Seminar

Chem Club

Health Profession events

Interview an alumnus working in the sciences

Volunteer in a research lab

Science Unwrapped <http://www.usu.edu/unwrapped/>

Chem 4890 Presentations by Undergraduates Nov 29th and Dec 6th, 4-5pm in WID 330

Commercial Enterprises on campus

Chem 1990 2017 Calendar			
Date	Topic/Title	Presenter	notes
8/31	Organizational meeting/syllabus/ Pre-course mock emails/Introductions		Assignment #1-you need some help in a course; prepare an email to a professor
9/7	Evaluation of pre-course mock emails/Introductions/conduct Assignment #1 DUE	Hevel/group work	Group work to evaluate and create best practices; Assignment #2-prepare a 2-minute introduction of yourself
9/14	Pre-course mock interviews & the 2-minute elevator speech Assignment #2 DUE	Hevel/group	Group work to evaluate and create best practices
9/21	What does it mean to be professionally ready?	Hevel/group work	Assignment #3-Group work to create professional cliffnotes
9/28	Scientific literature / scientific seminars; Assignment #3 DUE		
10/5	Resume building/ Opportunities on campus		Assignment #4-Create your resume
10/12	Professions 1; Assignment #4 DUE		Assignment #5-Meet with Career services to evaluate/revise your resume
10/19	NO CLASS, use Friday's schedule		
10/26	Professions 2		
11/2	Professions 3		
11/9	Professions 4		
11/16	Mini-session on public speaking	Hevel / group work	Group discussion on seminar experiences
11/23	NO CLASS, Thanksgiving Holiday	group	
11/30	Assignment #6 -Post-course Mock interviews/emails/introductions		Assignment #6- mock interviews and prepare an email to a professor asking if you can spend time in their lab
12/7	Feedback on mock interviews/resumes Assignment #5 DUE		
	NO FINAL EXAM		

Grading Elements

Chemistry 4890 Points		
Element	Description	Points
Attendance	13 classes, 2 points each class	26
Assignment #1 Pre-course mock emails	you need some help in a course; prepare an email to a professor	5
Assignment #2 Pre-course mock interviews/Introductions	prepare a 2-minute introduction of yourself	5
Assignment #3 Professional Cliffnotes	prepare your professional Cliffnotes	5
Assignment #4 CV/resume	prepare your resume	5
Assignment #5 CV/resume revision	Meet with Career Services and get feedback on your resume; revise your resume	5
Assignment #6 Mock interviews/emails	Be interviewed by one of the faculty for a lab tech position; write an email inquiring about a position	10
Attend and report on one seminar before 11/13	Attend one Chem/Biochem Department seminar OR Biochemistry seminar OR Chemistry seminar AND report on it using a supplied evaluation form	10
Total		71
Outside Class Activities	Varied, see approved list and fill out the appropriate form	7 REQUIRED

Grading scale: 80% of class points + 7 outside activities = Pass