### Office Hours:

Attendance at office hours is NOT MANDATORY. However, I am happy to meet with you if you would like to ask questions or discuss anything about the course. Visit the link provided in Canvas to schedule a time to meet at your convenience.

Office hours will be held via Zoom. Upon scheduling an appointment, you will be sent a Zoom link to my personal meeting room. Please also check out the office hours offered by the TA and UTF for CHEM 1220.

### Text:


If you are interested in a more in-depth biochemistry text as you prepare for the MCAT, DAT, etc., please see me for recommendations.

Calculator: A basic scientific calculator is required for practice problems and exams.

### Prerequisite

CHEM 2300 or CHEM 2310

### Course Description

CHEM 3700 will cover in one semester the range of topics typically included in the field of biochemistry. Introductory biochemistry will cover the same topics as the 5700/5710 series, but in less depth. The course focuses on the major classes of biomolecules and their role in microbial, plant, and animal metabolism, as well as a more detailed look at the roles of these molecules in signaling pathways.

### Computer Requirements

It is required that you have a computer with a high speed internet connection. Your computer must also have the Google Chrome browser, a webcam, and a microphone if you wish to take your proctored exams with the Proctorio browser extension.

### Course Communication

Course announcements will be made via the class Canvas page. **You are responsible for checking Canvas at least once a day for new announcements! An even better approach would be to set up Canvas announcements to go straight to your email.** Please feel free to email me with questions! I try to maintain a 24-hour response time during the week and a 48 to 72 -hour response time on weekends. Often, I can respond much faster, however you should not plan to send last minute questions regarding quizzes or exams (ie. at 10pm on the evening that a quiz is due) and expect a rapid response.

Office hours are offered by appointment for your convenience if you would like to discuss anything (virtually) face-to-face. Please visit the link provided in Canvas to schedule an appointment.
| **Piazza** | For academic questions, I would prefer that you post your questions on Piazza (quiz questions are allowed). You will most likely also get a quicker response this way. The link to Piazza is located on the Canvas navigation list. Piazza is a free, online system where students can ask and answer questions. Not only will I be able to answer your questions, but my UTF and other students will be able to offer answers as well. (I always double check that answers provided by students are correct and will provide clarification if needed). **Before you send a question, double check that someone else has not already asked it on Piazza, you may have an answer already waiting for you!** You also have the option to post anonymously on Piazza, although please be aware that as an instructor I will be able to see your identity. It is expected that your communication on Piazza will be respectful and considerate, no harassment of any kind will be tolerated. Piazza is not the forum to discuss personal information. If you have personal concerns, please email me directly. |
| **Canvas** | Canvas is the where course content, grades, and communication will reside for this course.  

http://canvas.usu.edu  

Your _username_ is your A#, and your _password_ is your global password (the same one you use for Banner or Aggiemail).  

For Canvas, passwords, or any other computer-related technical support, contact the USU IT Service Desk via the contact information listed below.  

- 435 797-4357 (797-HELP)  
- 877 878-8325  
- http://it.usu.edu  
- servicedesk@usu.edu |
| **Course Navigation** | The course is divided into 18 modules. For each module, you should download the provided lecture notes and watch the appropriate lecture videos. While watching the lecture videos, you should add your own annotations to the notes provided. After watching the lecture videos, you should read the chapter in your textbook, focusing on the information covered in the lecture. Only information covered in lectures will be on the exam, you will not be tested on information from the text that is not covered in class. You are allowed to work ahead in this class. All of the quizzes for a particular exam will be open at the beginning of that section and will remain open until the submission date for the exam. Recommended due dates are assigned to quizzes to help keep you on pace. There will be a midterm exam after modules 5, 8, and 13, with a final exam after module 18. |
| **Quizzes** | There are 18 graded quizzes (one for each module) each worth 5 points. Quizzes pertaining to each exam will be available anytime during the open window before the exam due date. For example, quizzes 1-5 must be taken before Exam 1, quizzes 6-8 before Exam 2, quizzes 9-13 before Exam 3, and quizzes 14-18 before the final. All of the lectures should be completed for each module before the quizzes are taken. Quizzes have a 20-minute time limit and should be done individually but are open note and open book. For each quiz you may have two attempts and your best score is the score that will be kept. The questions on each attempt will not be identical, although they will cover the same concepts. Even if you do well on your first attempt, I strongly encourage you to utilize both attempts, as they will be good practice for your exams. **Late submissions for quizzes will not be accepted. Please plan accordingly to avoid the potential issues that may occur with waiting until the due date to submit your quiz.** |
### Midterm Exams
There will be a midterm exam after modules 5, 8, and 13 offered during specific testing windows as indicated in the course schedule. Each midterm exam will contain 33 questions worth 3 points each, plus one freebie point (100 points total per exam). **You will not be allowed to take the midterm exams after their due dates.** Toward the end of the semester, an optional comprehensive make-up exam will be offered. If you elect to take this exam and do better than one of your three midterms, this score will replace your lowest midterm score. If you do worse, this score will not be counted. The make-up exam is not allowed to replace your final exam score.

**Exams must be taken at a USU testing center or using the Proctorio browser extension.** Proctorio requires the use of a computer with Google Chrome, a webcam, and a microphone. Please note that if you are taking the exam using Proctorio, you are allowed to have the linked allowed reference sheet and blank scratch paper and a calculator. **YOU WILL NEED TO PRINT THESE OUT AHEAD OF TIME.** For more information please visit testing.usu.edu and see announcements on Canvas.

If you elect to take your exam at a USU testing center, you are responsible for making appointments at the testing center in a timely manner in order to ensure you complete your exam within the availability window.

### On line make-up exam (can substitute for lowest midterm score)
An optional “make-up exam”, covering all of the material covered on midterms 1-3 and worth 100 points, will be offered during the time interval indicated on the syllabus. If you score higher on this exam than on your lowest of three in-class midterms, the score will replace the lowest midterm score. If you score lower on the make-up exam than on all three of your in-class midterms, then this exam score will not count. The make-up exam must be scheduled and taken online in the USU testing center or with the Proctorio browser extension. More information about the make-up exam will be provided in class and in Canvas.

### Final Exam
A final exam (66 questions: ½ comprehensive, ½ new material) worth 200 points must be taken during USU finals week.

### Coursework and Grading
A total of 660 points are possible in Chem. 1220 and are distributed as follows:

- Total of 3 midterms, or best two midterms and the on-line make-up exam............. 300 pts.
- 18 on-line quizzes @ 5 pts each................................................................. 90 pts.
- Comprehensive Final Exam ............................................................... 200 pts.
- Recitation quizzes (best 12 of 13 @ 5 pts each)......................................... 60 pts.

Total points.................................................................................................. 590 points

When this course is taught face to face, I offer students the opportunity to earn an additional 5 points of extra credit by attending class and answering iClicker questions throughout the lecture. In order to provide you with the same opportunity, I have embedded questions within each lecture. These questions can only be answered, and points can only be earned by accessing the lectures from either the Course Schedule, the Assignments page or within the course Modules. If you have issues that prevent you from accessing and streaming the lectures via these methods, please email me. The extra credit points can be earned as follows:

\[
\text{(# of questions answered correctly/total # of lecture questions)} \times 5 \quad \text{max 5 points}
\]
In terms of final assignment of grades, you are guaranteed the following grades if your final class percentage lies within the indicated ranges:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100 % to 93.0%</td>
</tr>
<tr>
<td>A-</td>
<td>&lt; 93.0 % to 90.0%</td>
</tr>
<tr>
<td>B+</td>
<td>&lt; 90.0 % to 87.0%</td>
</tr>
<tr>
<td>B</td>
<td>&lt; 87.0 % to 83.0%</td>
</tr>
<tr>
<td>B-</td>
<td>&lt; 83.0 % to 80.0%</td>
</tr>
<tr>
<td>C+</td>
<td>&lt; 80.0 % to 77.0%</td>
</tr>
<tr>
<td>C</td>
<td>&lt; 77.0 % to 73.0%</td>
</tr>
<tr>
<td>C-</td>
<td>&lt; 73.0 % to 70.0%</td>
</tr>
<tr>
<td>D</td>
<td>&lt; 70.0 % to 60.0%</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 60.0 %</td>
</tr>
</tbody>
</table>

Grades will not be rounded. A final grade of a 92.99% would earn an A-, while a 93.0% would earn an A.

Course Flexibility

Life happens. In order to provide some flexibility, the following course provisions (as detailed in other locations in the syllabus) are available to all students:

1. A comprehensive make-up quiz will be offered at the end of the semester that can replace your next lowest quiz score or missed quiz.
2. Your lowest MIDTERM exam score may be dropped and replaced with your score on the comprehensive makeup exam. Your total of three midterms, OR two best midterm exam scores + comprehensive make up exam score count towards your final grade. (Note: You CANNOT drop your final exam score.)
3. An additional five points of extra credit can be earned by completing the embedded “quiz” questions within the recorded lectures. These questions can only be answered, and points can only be earned by accessing the lectures from either the Course Schedule, the Assignments page, or from within the course modules. If you have issues that prevent you from accessing and streaming the lectures via either of these methods, please email me. The extra credit will be calculated as follows:
   • (# of questions answered correctly/total # of ALL lecture questions) x 5

Provisions

The administration of CHEM 3700 will adhere strictly to the academic policies outlined in the most recent USU General Catalog, which can be found here: http://catalog.usu.edu/content.php?catoid=12&navoid=3139

Course assessment

Students in this class are expected to develop proficiency in the principles listed on the class schedule and the attached “Learning Objectives” list. Questions provided on midterms, quizzes, and through the use of the iClicker personal response system will be used to assess your understanding of these principles. The formats to be used for assessment will include instructor-designed questions. Please note that assessment is a tool used by the Department of Chemistry and Biochemistry to improve the quality of instruction and proficiency of our students. Your grade will be based on your performance on the assignments indicated above, some of which will be used for course assessment.

In accordance with the Americans with Disabilities Act, reasonable accommodations will be provided for all persons with disabilities in order to ensure equal participation in Chem 3700. In cooperation with the Disability Resource Center, reasonable accommodation will be provided for students with disabilities. Please meet with the instructor during the first week of class to make arrangements. Alternative format print materials, large print, audio, diskette or Braille, will be available through the Disability Resource Center.
IDEA Objectives

1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories).
2. Learning to apply course material (to improve thinking, problem solving, and decisions).
3. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.