Hello, I am Susan Schelble, course director for Chemistry 103. I am sending out this mass e-mail to make sure that all of you have the same information about the course, and, without a class lecture, this seems most efficient.

The first time you need to report to lab (in 250 NOYES) is the week of September 8(M)-12(F), depending on the day of your lab. Make sure to do all pre-lab work required for the first lab (see the introductory video on the website and introductory material in the Experiments Book). Make sure to bring your lab book, notebook, goggles, lab apron, and usage fee card, and be dressed properly for the lab. If the bookstore runs out of lab books, the publisher will bring more within 1-2 days.

After reading this email, please go to chem.illinois.edu, then Course Web Sites, then Chemistry 103. You will see links to a video: “Introduction to Chemistry 103”. Please watch this as soon as possible. The Introduction video discusses course requirements and resources. The website includes links to material such as Lab Lecture Videos, the electronic homework (Lon-Capa), and the gradebook. Especially important is to look at your one-page Syllabus of lab dates and due dates based on the day you have lab. Take some time to explore the website. In addition, make sure to read the introductory material in the Chemistry 103 Experiments Book—you are responsible for knowing all of this. The electronic homework will open next week (on or after August 27).

Please visit the web site at least once a week for updates. Once the labs start, I will always update it each Friday and perhaps other days if it is merited.

If you ever need to contact me, it is best to send me an e-mail (schelble@illinois.edu). Please don’t send a message through Lon-Capa. I check those much less frequently than e-mails. If you send me an e-mail please include your netID (first part of your UI e-mail address) and your section (R15, R53 for example). Also, be specific. An e-mail reading “The homework doesn’t work” from 2hot4u@email.com is not helpful. My office is 367E Noyes Chemistry in case you need to talk to me in person. I will be available in person each week on T and W from 4:30-6:30 PM. If you cannot come during those times please email me for a personal appointment.

If you are absent for a legitimate reason, we can generate data for you to do the PostLab. Because of the large number of students and sections, we do not allow students to switch sections for any reason. The sooner you can get us verification (doctor’s note, etc.) the sooner your PostLab opens. The due dates do not change even with an absence, so please contact us as soon as possible.

It is the state law that you dress properly for the lab. In Lab 1, for example, you are dealing only with glassware and water. It may seem like overkill to wear safety goggles, a lab apron, close-toed shoes, etc. But whether or not we like it or agree with it doesn’t matter—it is the law and you always need to be dressed properly and with protective eyewear. If you are not properly dressed for lab you will need to leave and get the proper equipment/attire before being allowed to participate. There is also to be no eating, drinking, or chewing gum in the lab. Please do not push these rules and make
the TAs constantly ask you to spit out gum, put on your goggles, etc. They have
enough to do, and this is not middle school—we will treat you like adults as long as you
act like adults.

Welcome to Chemistry 103 (and for the incoming freshmen and transfer students,
welcome to UIUC) and thank you for your patience with this long e-mail. If you still have
questions or concerns about the course after watching and reading the introductory
material, please do not hesitate to contact me.

Sincerely,

Dr. Susan M. Schelble
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