GENERAL INFORMATION

• Check-in
On the first day of the course, you will be assigned a laboratory desk with equipment for which you alone are responsible. You will be asked to inventory the contents of your desk and then sign for them. If an item that should be in the desk is absent, you should obtain a replacement from the Chemistry Storeroom so that your desk starts out fully stocked.

• Chemistry Storeroom Policies
Additional supplies/glassware may be obtained from the Chemistry Storeroom by submitting one of the white requisition slips available at the storeroom window. Any item returned to the storeroom in good condition will be accepted for credit if it is accompanied by a yellow credit memo. Glassware that is broken, chipped, etched, or not clean and dry will not be accepted for return. Both the requisition slip and the credit memo should have both your name and laboratory section on it along with a clear description of the item concerned.

In the course of a laboratory activity, glassware can break even if you are very careful. Since this is the case, you have a breakage allowance of $7.50 per semester. If your breakage in a given semester exceeds this amount, your account in the cashier's office will be billed for the difference. Laboratory equipment can be quite expensive, so be careful.

Anyone withdrawing from or completing a laboratory course is required to check out at the time of withdrawal or, for the case of course completion, by the last laboratory period. Anyone failing to check out will be billed $10.00 as a service fee.
• **Course Goals**
  The laboratory experiments are designed for you to experience some aspect of the material we are considering in the lecture.

• **Absences**
  If you are unable to attend lab because of an illness or an athletic event you must notify me prior to the time of the scheduled lab. An unexcused absence may result in a zero for that laboratory experiment.

**SAFETY POLICIES**

1. You should inspect the laboratory so that you are familiar with the exits and the location and operation of safety equipment such as the fire extinguishers, the safety shower, the eyewash, and the fire blanket.

2. Safety goggles must be worn at all times while you are in the laboratory, even if you wear regular glasses or contact lenses.

3. Open-toed shoes and shorts do not offer adequate protection so should not be worn to lab. Long hair should always be restrained.

4. Food and drink should never be brought into the laboratory.

5. Do not taste any chemicals or solutions.

6. Many of the substances you will work with in the lab are water soluble; therefore water is thus effective in removing substances spilled on your skin or clothing. Even if a substance is not soluble, water can be used to help flush material away.

7. Avoid the breathing of fumes of any kind.

8. Never direct a test tube containing chemical substances towards yourself or another person.

9. In the event of an accident, notify your professor at once.
LABORATORY SCHEDULE

January 11 & 18  FROM STONE TO ART
January 25 & February 1  MAKING POTTERY
February 8  MAKING GLASS
February 15  FUSING GLASS
February 22  GETTING METALS FROM ROCKS
February 29  SURFACE MODIFICATION OF METALS
March 7  SPRING BREAK
March 14  LIGHT AND ITS PROPERTIES
March 21  EASTER HOLIDAY
March 28  SYNTHESIS OF INORGANIC PIGMENTS
April 4  MAKING A FRESCO
April 11 & 18  PAINTS AND BINDERS