

Fridays 1:00PM-2:50PM

Room: 238N HM unless otherwise announced

Instructor: C. M. Taylor, Ph.D.  
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**Course Description:** An aid to the student in making efficient use of chemical literature both online and in the printed form, with an emphasis upon obtaining the appropriate sources for a research project in the field of chemistry or biochemistry.

**Learning Outcomes:** Students will know how to find and organize scientific literature within a particular discipline and topic. Students will demonstrate this knowledge through practical evaluations. Students will be able to demonstrate their overall comprehension through the final submission of a student research proposal.

**Office Hours:** Posted within Blackboard under the button labeled “Office hours” and 239Na office door.

**Course Requirements:** (1) A USB adaptable storage device such as a flash drive (2) The ability to access Blackboard (3) A usable VSU student e-mail address (4) Purchase of Endnote software is highly encouraged.

**Contacting your Instructor:** VSU student e-mail is the best way to reach your instructor. If you do not know your e-mail address or have forgotten your password, call OIT. I will no longer accept non-VSU e-mail. I will expect students to read announcements in blackboard and read their e-mail daily.

**Classroom Conduct:** Inappropriate classroom conduct is a violation of the **Student Code of Conduct** (Posted on the VSU Blackboard Site). I consider tardiness, individual conversations during class, disrespectful comments and other unprofessional behavior grounds for grade lowering. Only students that are registered for the course and invited guests over the age of 18 are allowed to attend the class.

**Academic Dishonesty:** The student will abide by all provisions of the **Student Academic Code** (Posted on the VSU Blackboard Site). Ignorance of any aspect of the Student Academic Code is not a defense to an alleged violation. Students may only collaborate on projects when specifically directed to do so. Cases of plagiarism will result in either a zero on the assignment or a failing grade in the course depending on the judged intent and extent of the act. For example, an attempt to reword a sentence but providing a reference is less of a violation relative to a copied passage, sentence or series of sentences without a reference. Direct quotes have no place in a scientific proposal. If you do not understand a concept, you cannot possibly avoid plagiarism.

**Attendance:** Attendance is required. Students must attend during their scheduled class period. There will be no “makeup” classes or assignments. There are no excused absences except mandatory school sponsored events. Do not send doctor’s notes, obituaries or any other documentation for absences to the instructor. Mandatory school events require prior approval and an e-mailed notice from a VSU faculty member or official representative. There will be no “makeup” tests or assignments.

**Tardiness:** Come to your class on time. Tardiness is unprofessional, rude and grounds for a grade reduction. Several portions of this course are in a workshop format. Tardiness leads to disorganization and an extreme distraction to the group. If you are late for such a gathering, you may be asked to leave.

**Electronic Files:** Students may request any electronic file verification before turning in an assignment. Otherwise, electronic files are assumed correct when handed to the instructor. Students may not question the validity of an electronic file after it has been turned in.

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## *Activities*

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Week	Notes	Topic	Quiz/test/deadline
Jan 15	All students are required to attend. We are to meet in the chemistry computer lab at precisely 1 pm. If you are late, you must find the group in the library.	Introduction to the library- A guided tour for finding chemical information.	None
Jan 22	Please wait for announcement. (1)Students will be split into two groups and meet in the Chemistry computer room. Group 1 will meet at 1 pm and group 2 at 2 pm. (2) Alternatively; a room may be made available at the library.	Introduction to SciFinder Scholar. Further Individual Help sessions or advanced training will require scheduling and will be only arranged by demand.	None
Jan 29	Students will be split into two groups and meet in the Chemistry computer room. Group 1 will meet at 1 pm and group 2 at 2 pm.	Introduction to Endnote.	Initial topic identified and turned in to instructor. Format TBA.
Feb 5	Students will be split into two groups and meet in the Chemistry computer room. Group 1 will meet at 1 pm and group 2 at 2 pm.	Endnote practice session and question and answer. Advanced training may be available by demand.	Students have obtained and entered into endnote at least ten relevant references.
Feb 12	Students will meet in the classroom TBA. Special guest invited. Daniel T. Stoelting, Ph.D. Grant Writer/Policy and Planning Specialist II Office of Sponsored Research and Programs	The research proposal and grant application. <a href="http://era.nih.gov/ElectronicReceipt/training.htm#5">http://era.nih.gov/ElectronicReceipt/training.htm#5</a>	Students have narrowed down their area of interest and will submit a one paragraph description. Format TBA.
Feb 19	Students will meet in the classroom TBA.	The “real” research notebook, organizing data and communicating with your advisor.	Students have obtained and entered into endnote at least ten additional and more specific references. Endnote

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Feb 26	Students will be split into two groups and meet in the Chemistry computer room. Group 1 will meet at 1 pm and group 2 at 2 pm.	Endnote	electronic file due for grading. Exam: Endnote practical.
March 5	Group 1. Students will meet in the classroom TBA.	Students will be allotted a 20 minute time slot to informally discuss their proposed research.	Students will be able to describe a specific research objective.
March 12		Break	NA
March 19	Group 2. Students will meet in the classroom TBA.	Students will be allotted a 20 minute time slot to informally discuss their proposed research.	Students will be able to describe a specific research objective.
March 26	Individual Meeting times scheduled by appointment – group 1 preference. Electronic files and paper copies turned in.		Rough draft of Proposal Due, Group 1. Electronic and paper copy.
April 2	Individual Meeting times scheduled by appointment – group 2 preference. Electronic files and paper copies turned in.		Rough draft of Proposal Due, Group 2. Electronic and paper copy.
April 9	Individual Meeting times scheduled by appointment. Electronic files and paper copies turned in.		Second draft of Proposal Due, Group 1. Electronic and paper copy.
April 16	Individual Meeting times scheduled by appointment – group 2 preference. Electronic files and paper copies turned in.	Research Practical.	Second draft of Proposal Due, Group 2. Electronic and paper copy.
April 23	Electronic files and paper copies turned in.	Research Practical.	Final Proposals Due group 1. Final Endnote electronic file due. Electronic and paper copy.
Monday April 30th	Group 2	Reading Day between 1 and 3 pm or prior to that by appointment.	Final Proposals Due group 1. Final Endnote electronic file due. Electronic and paper copy.

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The Course Schedule is flexible and is dependent of the interaction between the instructor and students.

**Evaluation Procedures:** All grades can be accessed via blackboard. The student is responsible for monitoring their own progress and verifying all entered grades. Questionable entries must be handled within one week of posting and the student must provide the instructor with all documentation requested. A midterm grade is reported for work completed before midterm.

$\geq 90\% = \mathbf{A}$      $89\% \leq 80\% = \mathbf{B}$      $79\% \leq 70\% = \mathbf{C}$      $69\% \leq 60\% = \mathbf{D}$      $< 60\% = \mathbf{F}$

**20% Participation:** The student is required to attend, come on time, cooperate, actively participate in workshops and contribute to group activities. Students that arrange individual help must attend those help sessions or points will be deducted from their regular participation grade. Grades are assigned on 100% scale weekly.

**30% Endnote:** Mastery of Endnote will be assessed through a practical exam 10% and evaluation of the student generated electronic endnote file 20% (two scores assigned. One midway and one final).

**20% Practical:** Students are given a limited amount of time to obtain information from allowed sources. Two sessions are allotted for this activity. One may consider this as a sort of scavenger hunt. Scores are assigned to each student relative to their peers. Students may work alone or with a maximum of two other people. Group work will be assigned one grade regardless of individual contribution.

**30% Research Proposal:** As a final outcome of this course, students will generate a research proposal. The proposal will be judged in terms of sufficient justification, literature support, originality, practicality and formatting.

All scores are imputed into Blackboard Using a 100 point percent score. Student can calculate their own grade using the following:

**Midterm Grade** = (participation score average)(0.4) + (Endnote practical)(0.3) + (Endnote File Grade)(0.30)

**Final Grade** = (participation score average)(0.2) + (Endnote practical)(0.1) + (Average of Endnote File Grades)(0.20) + (Average of two practicum)(0.2) + (Final Research Proposal Grade)(0.3)

**Disabilities:** Reasonable accommodations will be made in accordance with the American Disabilities Act for students with documented disabilities. Students who are covered under the American Disabilities Act should inform the teacher privately of this fact at the beginning of the semester so that appropriate instructional arrangements can be made. The student must provide the appropriate documentation to the instructor from Student Services (see University Policy 12). No extraneous material should be given to the instructor. Ultimately, Student Services is obliged to accommodate students who will need any special arrangements for test/quiz taking.