Professor and Contact Information:
Dr. Swayamjot Kaur (kaursw@rci.rutgers.edu)
848-702-3742
Lipman Hall, room 127
Website: www.sakai.rutgers.edu

REQUIRED MATERIALS are as follows:
Lab Coat: Three quarter length, full sleeve lab coats must be worn while working in the lab. You can provide your own or you can purchase one from Lucy Hsu, the Principle Laboratory Technician. Please purchase them from Lucy before the first day of lab. Most days she will be around from 10AM until 4PM although I would suggest calling or emailing her in advance to be sure she will be there lucyyh@aesop.rutgers.edu Room 219 in Lipman Hall. If you do not have a lab coat, you will not be allowed to perform the lab and will receive a zero for that days experiment.
Safety Glasses or Goggles & Closed Toed Shoes: Safety glasses with side splash protection or goggles must be worn while working in the lab. We have some that you may use while you are in lab, but if you prefer the comfort of your own, you can purchase them from Lucy Hsu or many safety stores or online. Please be sure that they have side splash guards. Contact lenses are not allowed in the lab for your own safety. If you get a reagent in your eye, it can cause the lens to meld to your eyeball possibly resulting in a loss of sight. Safety glasses are designed to fit over normal glass as are goggles, so please bring a pair of corrective glasses if you require correction to your vision. If come to lab without glasses, are wearing contacts and are not able to perform an experiment without them, you will not be allowed to perform the lab and will receive a zero for that days experiment. You must have closed toed shoes during the lab. Rubber soles, shoes with backings and shoes lacking high heels are suggested.  
Note: You can buy lab coat and safety glasses for $6. If you have safety glasses still the price for lab coat will be $6.

Calculator: If you choose to use a calculator during the final exam, you will need a calculator with no memory function. Cell phones and calculators which are programmable or have preloaded formulas will not be permitted for use during an exam. You are also not permitted to share a calculator with a classmate during an exam. One example of an acceptable calculator is a Texas Instrument “TI-30X II S”. This calculator will handle anything you need to do in this class and should cost around $15.00-$20.00.

GENERAL RULES AND GUIDLINES
Cell Phone: Cell phones are not permitted in the laboratory as they are a safety risk. You must leave your cell phone ringer off (or on vibrate) and concealed during the lab. If you are seen with your cell phone out without prior permission from an instructor, points will be deducted from your subjective grade. If you are repeat offender, I will ask you to leave lab for the day and you will receive a zero for that days experiment. If there is a life threatening emergency in which you need to receive a call, you must let an instructor know and step outside the lab before receiving the call.

Lab Manuals & Lab Notebooks: You can not use lab manual during your pre-lab quiz but you can use your notes. You will consult your lab manual during your 3 hrs experiments.

Food and Drink: Food and drink are not permitted in the laboratory. If you feel a need to eat, you can bring a snack and drink with you and eat in the adjacent lecture room while on an incubation period during the lab. You may not leave the lab to eat during the lab period. If you are absent for any
extended period of time, you will loss point on your subjective grade or possibly for the whole lab period if you are missing for more than 15 minutes.

**Lab Reports & Exam Rules:** If you miss a prelab quiz, you will get a zero for that prelab. If you miss the safety talk at the beginning of the lab, you will not be allowed to perform the lab for that day. You may gather data from other lab members and submit their data with a 20% penalty to your grade. You cannot come to different lab sections so missing labs and making them up in another section will only be allowed with prior approval to you missing lab. A make-up lab practical can only be scheduled with written permission from the Dean’s office. Late lab reports will not be accepted. You will receive zero for that report if it is not handed in on time. You may hand in a report late with permission from the Dean’s office. There will be no curve applied to the grades.

**Office Hours:** I really want to encourage people to ask me questions about the material taught in the class. Biochemistry is a place to learn a lot about science, don’t make it just adding solutions together, crunching data, and memorizing. If you do, you will lose the ideas of the science that you are studying. I am available for office hours by appointment only. E-mail me to set up an appointment or if you don’t have e-mail, then call me. Please email me a couple of dates and times that you are available to meet and I will try to accommodate you. There will be no office hours the day a lab report is due.

**Academic Integrity – Student Conduct Code – Student Grade Appeal:** I do not take cheating lightly so please for your sake and mine, don’t do it. I will take your exam on the spot and ask you to leave. “We” will then be taking a trip to the Academic Dean’s office to sort out the details. Please see Rutgers University’s student handbook for consequence of cheating as well as other topics above. I will adhere to all set guidelines as they appear in the handbook. Please see your handbook about student conduct code and grade appeal. No forward facing brimmed hats, caps or hoods can be worn during an exam. Cell phones must be kept on silent during the exam and you cannot take them to the bathroom with you.

Lab attendance: Students are expected to attend class and participate actively. Unexcused absences (>2) will result in a lower grade.

**Grade Breakdowns –**

<table>
<thead>
<tr>
<th>Subject</th>
<th>% of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Reports</td>
<td>40%</td>
</tr>
<tr>
<td>Full Lab Report</td>
<td>25%</td>
</tr>
<tr>
<td>Lab Practical (Written)</td>
<td>20%</td>
</tr>
<tr>
<td>Prelab Quizzes</td>
<td>15%</td>
</tr>
</tbody>
</table>

A = 100-93  B+ = 92-86  B = 85-79  C+ = 78-72  C = 71-65  D = 64-60  F = 59-0

*The formal lab report will be on Protein measurement and identification due on the 12th week of lab during the normal day of the week.*
**Note: This syllabus/schedule is subject to change. You will be notified of changes before or in the class.**