

## Medical Organic Chemistry Syllabus

### Course Information

Course title: Medical Organic Chemistry I

Course number: DPPP 350

Course discipline: Chemistry

Course description: This is a one semester course with a virtual laboratory designed for individuals with a baccalaureate degree who need organic chemistry as a prerequisite to apply for admission to health professions' programs. These may include, but are not limited to, graduate programs in dietetics, nursing, physical therapy, physician assistant, nurse anesthesia, pharmacy, veterinary medicine, dental medicine and medicine.

Prerequisite(s): College level general chemistry.

### Instructor Information

Name: David R. Manyan, PhD

Email: [dmanyan@une.edu](mailto:dmanyan@une.edu)

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University of New England  
11 Hills Beach Road  
Biddeford, ME 04005

Office hours: 8 AM-4:30 PM EST

Phone: 207-602-2336

Fax: 207-602-5931

## **Technology Assistance**

If you have a problem with Blackboard or your software, please make sure that you email [comdistancetechhelp@une.edu](mailto:comdistancetechhelp@une.edu) or call us at (207) 602-2335 or (207) 602-2689.

## **Course Goals**

To give the student interested in the health professions an introduction to organic chemistry emphasizing the concepts that will be important for, and provide the basis for, the subjects the student will encounter in his professional studies. These subjects include biochemistry, molecular biology, cell biology and pharmacology.

## **Exam Procedures**

Students can either take their final proctored exam online using Proctor U or at the campus of the University of New England.

## **Online Exams**

The University of New England has contracted with [ProctorU.com](http://ProctorU.com) to provide students in DPPP350 the most convenient, at home, on line exam proctoring system. This system provides a simple, no cost to the student, secure, on line proctor for all of your exams. This system allows the student to take all of the exams at home and on their own schedule. Please see system requirements to ensure you have the necessary computer setup to use ProctorU. Upon enrollment into DPPP350 students will register with ProctorU and establish a login name and password. This will give you access to all of ProctorU's services. When ready, students will schedule their exams with ProctorU **one week** prior to taking that exam. Upon the exam day and hour,

students will log in to proctor U and click on “exams”. Following the procedures outlined at ProctorU’s web site, the student will log in to Blackboard, open the appropriate exam and the proctor will then allow student access to that exam.

**Tech Requirements:**

- PC: Windows XP, Windows Vista or Windows 7 with 256 MB of RAM or higher
- Mac: Mac OS10 or higher
- A web cam with 640x480 video pixel resolution
- Headphones or working speakers connected to the computer
- A microphone connected to the computer (we recommend having a web cam that has a built in microphone)
- A high speed internet connection (minimum 768 Kbps/128 Kbps)
- A web browser with Adobe Flash Player installed. (Google Chrome recommended for ProctorU website)
- Authority to allow remote access to your computer and screen by one of our proctors

You will need to register with Proctor U to take the exam at least 1 week prior to when you would like to schedule the exam.

For further instructions on taking online exams visit, [Online Learning's Proctor U](#) site.

**Written Proctored Exam**

Students may take the exam at the University of New England

College of Osteopathic Medicine's Campus. The exam is offered the first Saturday of every month. If the first Saturday of the month is a holiday, the exam will take place on the second Saturday of the month.

Students wishing to take a paper version of the exam close to home with an approved proctor can do so with the permission of the instructor. Please contact us for information at [comdistance@une.edu](mailto:comdistance@une.edu) or (207) 602-2494.

### **Textbooks**

The cost of the textbook and materials are included in the laboratory fee. The package of materials will be mailed to the student after registration in the course.

The package includes:

*Organic Chemistry A Brief Course*

Robert C. Atkins and Francis A. Carey

McGraw - Hill

3rd edition/ 2002

*Distance Organic Chemistry I,*

*Student Study Guide*

Robert C. Atkins and Francis A. Carey

McGraw - Hill

*HGS Polyhedron Molecular Model*

Organic Chemistry Set

McGraw Hill

*Virtual ChemLab Organic Synthesis and Qualitative Analysis v.2.5*

Brian F. Woodfield and Merritt B. Andrus

Prentice Hall

2007

## Course Requirements

*"Proficiency in organic chemistry is synonymous with doing problems, problems and more problems."*

D. Manyan, 2004

There are problems within each chapter and at the end of each chapter in the book. Solutions to these problems can be found in the book or the solutions manual. Problems will be assigned for each module. After you have read the chapter and listened to the lecture, do as many of these problems as is necessary for you to be confident that you can do them correctly. Demonstrate your competence by taking the open book quiz included within each module.

## Laboratories

Laboratory Assignments will be on-line exercises or computer simulations. There will be eight laboratory assignments distributed throughout the course. Instructions for these assignments can be found within the course modules.

### Technical Requirements for Virtual Chem Lab

Windows:

- System: Windows 98, NT 4.0, 2000 Professional, Me, XP, Vista or Windows 7
- RAM: 64 MB (128 MB recommended)
- Hard Drive: at least 600 MB available
- Monitor Resolution: 800 x 600 minimum (1024 x 768 recommended)
- CD-ROM drive

Virtual Chem Lab does not work with current Mac operating systems. For Mac users, our Technical Advisers suggest the following:

In order to use Virtual Chem Lab you will need to run the application in a Windows environment. To do this you will first and foremost need a copy of Windows. You can install Windows on your Mac through a utility called Bootcamp; please go to the [apple.com/support](http://apple.com/support) page for more information on this. We also have students using Parallels or Fusion which allow you to more seamlessly run Windows on your Mac. You can buy either of these applications on the [apple.com/retail](http://apple.com/retail) website.

## **How to Begin**

This course consists of 15 modules. Each module contains a reading assignment, a slide presentation with audio, a problem assignment and a quiz. Complete the reading and slide presentation first and then do the problems. When you feel that you understand the material, take the quiz.

Some of the modules include a laboratory assignment. Complete the assignment and the on-line laboratory quiz which covers each assignment.

## **Grading**

The student will receive a letter grade for this course, which will be officially recorded by the Registrar of the University of New England. The course grade will be determined as follows:

Module Quizzes	15%
Laboratory assignments	25%

Final Exam

60%

The letter grades translate to the following numerical grades: A = 94-100; A- = 90-93; B+ = 87-89; B = 84-86; B- = 80-83; C+ = 77-79; C = 70-76. A grade of 70 is the lowest passing grade.

### **Withdrawal from the Course and Refunds**

Enrollment in the course begins the day the payment is processed. Students may withdraw from the course during the first 28 days after date of enrollment. In this case a “Withdraw (W)” will be entered on the official transcript. The withdrawal date will be the date that written notice of the withdrawal such as email, fax or letter is received by the University of New England; *verbal notification is not sufficient*. During this 28 day withdraw period, a percentage of the student’s tuition, but *not* the registration or laboratory fees, will be refunded according to the following schedule: 100% of tuition refunded for withdrawal within 14 calendar days; 66% of tuition refunded for withdrawal from 15 to 21 calendar days; 33% of tuition refunded for withdrawal from 22 to 28 calendar days. No refund will be made after 29 calendar days.

After the 28-day withdrawal period, students may still withdraw from the course at any time they wish before taking the final exam. In this instance, either a “Withdraw Pass (WP)” or a “Withdraw Fail (WF)” will be entered on the student’s transcript depending on the student’s academic standing, based on the quiz grades taken up to the time the student withdraws. Again, the University of New England must be notified in writing of the withdrawal.

Notification that the course materials have been received, and all requests for withdrawal, should be directed to:

All requests for withdrawals should be directed to:

Ms. Angela Morse  
Biomedical Sciences Department  
COM Distance Education  
University of New England  
11 Hills Beach Road  
Biddeford ME 04005  
Phone: (207)-602-2494  
Fax: (207)-602-5931  
[amorse@une.edu](mailto:amorse@une.edu)

## **Course Length and Extensions**

1. Courses in the CDE program are equivalent to one semester courses designed to be completed in 16 weeks
2. Many students are nontraditional students who have elected on on-line course for its flexibility. Therefore students may complete the course in less than 16 weeks or they may take as long as 8 months.
3. Enrollment in the course will begin on the day that the payment is processed
4. Students for whom a grade has not been posted for course by 32 weeks (8 months) will be flagged by the administrative staff. An e-mail will be sent to the instructor asking him/her to contact the student and determine what the best option is for the student based upon the student's needs.

## **Transcripts**

Due to the Family Privacy Act, official transcripts may only be requested by the student. This may be done online by going to the University of New England Registrar [website](#) and following the directions on the page. Fill in and sign the request and either mail or fax it to the University Campus address on the form.