

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

Senior Project Requirements

General:

Senior project is required for graduation with a B.S. in Chemistry. It is a two-quarter project that is done on a subject of student's choice under the direction of a tenure-track instructor in the Chemistry Department. The instructor can propose the project or it could be an idea of the student. In the latter case an instructor must agree to supervise.

A listing of faculty research interests and available research projects is posted on the department bulletin board. Copies of this listing may also be obtained from the department office or Senior Project Committee Chair.

Completion of CHM 492 requires a formal typed and appropriately bound report on the project. A grade of RP or F will remain on record until two acceptable copies of the report have been given to the Senior Project Committee Chair. The guidelines for writing the formal report may be obtained from the Senior Project Committee Chair.

The student should consider CHM 491 and 492 as each being equivalent to a 3-unit lab class. It is expected that they spend a minimum of 12 hours per week working on the senior project during the two quarters of enrollment. If the student makes the mistake of not devoting the requisite amount of time during the early part of the project, he/she may be hard pressed to complete the project in two quarters. Students often ask "What if my proposed project doesn't work?!" That does happen when one is doing basic research; but it will not keep the student from getting credit for CHM 491 and 492 as long as the required time and effort working on the project have been expended. Even under such situations, a formal report will continue to remain a requirement.

Before Start of Project and During Project Period:

Before a student starts his/her senior project, a one page Senior Project Proposal and Information Form (available from the Senior Project Committee Chair) must be completed in consultation with project advisor and returned to the Senior Project Committee Chair within the first five instruction days after Senior Project Orientation. Failure to provide this information will be a cause for automatic "drop" from the class list. By the last day of classes each quarter of registration in CHM 491 and/or CHM 492, the student must submit to the Senior Project Committee Chair, a short report giving a summary of results obtained. A lack of progress report will indicate that the student has done no work, and in such situations an F grade will not be inappropriate.

To register in Senior Project (CHM 491 and/or CHM 492), you will need to obtain an Enrollment Form and submit it to the Department office during the first week of the quarter. Upon the completion of registration formalities during the first five instruction days and before starting work on the project, the student should consider collecting pertinent reference material with respect to the project. Chemical Abstracts is the starting point for any search for chemical information in the literature. The Reference Desk at the library should be able to provide the necessary resource material for the use of Chemical Abstracts. For additional assistance in the use of Chemical Abstracts, the student should consult the project supervisor.

Students enrolled in senior projects will be given keys to the lab and the entrance to chemistry buildings and these keys are NOT to be loaned to anyone else. It is important that the doors be not left unlocked when the building is closed. While working in the laboratory, special attention should be paid to the following rules:

- (a) DO NOT work alone in the laboratory. Be sure someone is around and is aware of your presence in the laboratory.
- (b) When using water condensers, be sure the hoses are wired and the water flow is set as low as possible.
- (c) For Aspirators, use only heavy wall pressure tubing and 9" of this tubing should extend in the sink well. When using an aspirator, do not leave it unattended, because in the event the hose comes off the sink, it will certainly flood your lab and the rooms below you.
- (d) Safety glasses must be worn while working in the lab!
- (e) Clean up all spills immediately. See stockroom personnel for mercury and other hazardous material spills.
- (f) Curtail horse playing in the lab.
- (g) When in doubt about any lab procedure, technique or use of an instrument, the student should consult his/her advisor or stockroom personnel.

Post-Project:

Upon completion of the project, all state keys and laboratory equipment checked out by the student must be returned to their respective places. No senior project grades will be processed unless the student brings their Senior Project Committee Chair receipts from the campus locksmith and Master's and Senior Project/Research Clearance Form signed by the chemistry stockroom and the student's advisor that indicates that the keys and the equipment have been returned.

The senior project report will be written in accordance with the instructions given in "Senior Project Reports: Notice to Authors." The instructions will be available with the Senior Project Committee Chair or the Department Office. Two copies of the bound report will be submitted to the Senior Project Committee Chair. The reports will be bound with cardstock (60 lab wt.) paper for cover with project title page Xeroxed on it. The report must be Velobound. No plastic covers, clear or otherwise, will be accepted. Binding and Xeroxing facilities are available at Bronco Copying Center located in the University Union Building. The inside title page of the report must bear project advisor's approval. Either the department chair or the Senior Project Committee Chair will only process grades after consultation with the student's senior project director.

Extensions:

To extend a senior project past one year, you **must** fill out an extension request form. Obtain the form from Dr. Samir J. Anz.