



1 COURSE INFORMATION

This is a one-semester course that provides an organic laboratory experience. It includes techniques of isolating and handling organic substances, as well as biological materials.

Prerequisite: CHE 133; CHE 134 or CHE 154. Pre- or Corequisite: CHE 321 or 331. 2 credits.

2 INSTRUCTORS & STAFF

COURSE COORDINATOR

- **Dr. Sajjad Hossain**
✉ saj.hossain@stonybrook.edu
🕒 Office hours: TBA, Chemistry Rm 370C

INSTRUCTIONAL STAFF, GRADUATE AND UNDERGRADUATE TEACHING ASSISTANTS

- **Stockroom Personnel:** Ms. Yen-hui Kuan (manager)
- **UGTAs:** You will meet your Undergraduate TAs in the lab.

3 COURSE LEARNING OBJECTIVE & ASSESSMENTS

This course equips students with essential techniques for isolating, analyzing, and recording organic compounds safely and accurately. Learning objectives and assessments are:

1. **Safety & Laboratory Etiquette:** Proficiency in chemical handling and professional conduct. *Assessment:* Instructor/TA observations.
2. **Recording Data:** Accurate documentation of observations and results in the ELN. *Assessment:* Regular ELN review.
3. **Laboratory Techniques:** Crystallization, melting point, extraction, rotary evaporation, TLC, column chromatography, reflux, distillation. *Assessment:* Product yield and purity.
4. **Analysis & Calculations:** Evaluate purity, calculate R_f , recovery, and yield. *Assessment:* Lab reports, lecture quizzes, theory quizzes.

4 COURSE STRUCTURE

This course uses an electronic lab notebook (ELN) through Labflow (see Required Materials).

Lecture (CHE 327 R30): Lectures will be recorded and posted on Brightspace or Labflow (TBD).

Pre-Lab Quizzes: Completed on Labflow before each experiment.

Laboratory (In-Person): All labs are in person. Enter through Chemistry 344. Record all data and observations directly in Labflow notebook pages ("N"), which are only open during lab and close 10 minutes before the session ends.

In-Person Theory Quizzes: In-person theory quizzes on 6/9 & 6/25 at 12:20-1:20 PM (see schedule).

Post-Lab Reports: Always due within 24 hours after your lab. ELN Report pages ("R") open at the start of the lab and close after 24 hours.

Responsibility: Students are responsible for all course policies and procedures outlined in the syllabus, Labflow, Brightspace, lectures, and TA announcements.



5 REQUIRED MATERIALS FOR CHE 327

ELECTRONIC LAB MANUAL/NOTEBOOK (ELN)

CHE 327 uses an electronic lab manual and notebook (ELN) purchased from labflow.com. For technical assistance, contact Labflow support at support@labflow.freshdesk.com.

A. Labflow Account - Creation or Log-In

1. Go to labflow.com and click **CREATE ACCOUNT**.
2. Enter your Stony Brook University email address as your username.

B. Enrolling in a Lab Section

1. Search for your course: **Stony Brook - CHE 327**.
2. Enter your enrollment code. Your enrollment code corresponds to your registered lab section and starts with the letter **L** followed by two numbers (e.g., L11, L13). Click **Continue**.
3. Choose the first day of the week that your lab section meets.
4. Click **COMPLETE ENROLLMENT**.

OTHER REQUIRED MATERIALS

- **Chemical Splash Proof Safety Goggles [ANSI Z87.1]:** Must meet ANSI standards for occupational and educational eye protection.
- **Chemical Resistant Heavy-Duty Gloves:** Lab Safety Supply Neoprene Gloves are recommended. Playtex Living Gloves are also satisfactory and widely available.
- **Combination Padlock:** To secure your lab drawer. Key-based padlocks are not accepted.
- **Appropriate Clothing for the Lab:** Clothing and shoes should cover your entire body. A lab coat will be provided and must be worn during lab.
- **Labeling Marker:** Black or blue ink, fine tip Sharpie marker.
- **A Web-Enabled Device:** Needed to take lab notes in the electronic lab notebook and submit post-lab reports electronically. Equipment may be provided if needed.
- **Disposable Nitrile Gloves (optional but recommended):** To keep hands clean while conducting experiments. Available at superstores or home improvement stores.

6 COMMUNICATION

BRIGHTSPACE

CHE 327.30 Organic Chemistry Laboratory – Summer 2026 will be the only active Brightspace page for this course. All important announcements, updates, and grades will be posted there, including any modifications to the electronic lab manual and other essential course information. Students are responsible for checking Brightspace regularly to stay informed. The Brightspace course site can be accessed at: [Stony Brook Brightspace](#).



EMAIL

Email is generally an inefficient and time-consuming way to answer chemistry questions; in-person questions are preferred. For personal matters, your Stony Brook University email is the primary channel for all university-related communications.

When sending emails, ensure you include your name, semester, course, and lab section in the subject line. Emails lacking this information may not receive a response. All communication from instructors will be sent to your SBU email account. Access Stony Brook Google Mail at: mycloud.stonybrook.edu using your NetID and password.

Please allow 24–48 hours for a response, with potential delays over weekends and holidays.

7 GRADING (SUBJECT TO MINOR CHANGES)

HOW YOUR GRADE IS DETERMINED (QUICK SUMMARY)

The summary below provides an overview of course grading. Detailed grading policies and procedures follow. This course is worth a total of **400 points**. Final letter grades are assigned relative to overall class performance based on the class average.

- **Theory Quizzes (2):** 100 points total.
- **Lab Notebook Checks & Lab Etiquette:** 110 points.
- **Products & Postlab Assignments:** 190 points.

Students may also earn **extra credit** through the Token Economy system. A maximum of **10 extra credit points** may be applied to the final course total.

The sections below provide detailed grading policies and procedures.

LECTURE: THEORY QUIZZES (100 POINTS, 25%)

There will be **two 40-minute Theory Quizzes**, each worth **50 points**, administered between the morning and the afternoon labs on 6/9 and 6/25.

If a Theory Quiz is missed with a valid, documented excuse, a cumulative makeup quiz may be taken at the end of the semester (see the course schedule). Only **one missed quiz** may be made up. Missing both quiz results in a zero for the second quiz.

"N" ASSIGNMENT PAGES: LAB NOTEBOOK CHECKS AND LAB ETIQUETTE (110 POINTS, 27.5%)

Lab notebook entries are evaluated through regular checks. All required notebook pages must be submitted in the ELN **at least 10 minutes before the end of the lab session**. Submissions are locked after this time. Data or observations submitted via email are not accepted.

Submission of **AI-generated data or observations** is strictly prohibited and will be reported to the academic judiciary.

Lab etiquette is assessed throughout the semester and includes arriving on time, coming prepared, working independently, ending experimental work early enough to allow cleanup, maintaining safe practices, and respecting others.



"R" ASSIGNMENT PAGES: PRODUCTS AND POSTLABS (190 POINTS, 47.5%)

For each experiment, a **product or TLC plate** must be submitted for grading along with questions that students will need to answer. Product evaluation prioritizes **purity over yield**. If a student is unable to obtain a product, a stockroom refill may be requested. Answer the questions and complete the postlab assignment. In this case, the product grade will be recorded as a **zero**. The refill does not replace or restore product points. Postlabs (The "R" assignment pages) are due **24 hours after completion of the lab**.

TOKEN ECONOMY POLICY AND EXTRA CREDIT

This course uses a **Token Economy** system. Tokens function as virtual credits earned by completing specific tasks and meeting course expectations. Tokens may be redeemed for limited course-related benefits or converted into extra credit at the end of the semester. Tokens cannot be transferred between students, and cannot be earned retroactively.

TOKEN EARNING OPPORTUNITIES

- Completing the **Introduction Quiz** with a score of 80% or higher (*10 tokens; available once*)
- Submitting the **Safety Voucher** (*2 tokens; available once*)
- Completing each **Prelab Quiz: "PLQ" assignment pages** on the ELN with a score of 80% or higher (*2 tokens per quiz; 10 quizzes total*)
- Submitting required **lab notebook pages** (designated with an **N**, e.g., E1N1, E2N1) in the ELN at least **10 minutes before the end of lab** (*1 token per notebook; 10 notebooks total*)
- Submitting **Postlab Reports** before their stated deadlines (*1 token per postlab; 8 postlabs total*)

TOKEN SPENDING OPPORTUNITIES

- A **24-hour extension** on a Postlab Report for **10 tokens**. Extensions must be redeemed **before the postlab cutoff time** (withing 24 hours past the submission deadline). Once the cutoff has passed, no extensions will be granted.

TOKEN-TO-POINT CONVERSION

At the end of the semester, unused tokens will be converted to extra credit at the following rate:

$$1 \text{ token} = 0.4 \text{ points}$$

Up to **50 tokens** may be converted to **10 extra points**.



8 SCHEDULE

LAB ATTENDANCE REQUIREMENT

Mandatory Attendance: Attending *all the laboratory sessions* is required for receiving a grade in this course.

If you miss one experiment from Experiments 1–6: Make Up Lab

- You cannot make up the exact experiment you missed.
- Instead, you must attend your *regularly assigned lab section* during the designated **makeup session** to complete **Experiment 9 (makeup lab)**, which is a different experiment.
- The grade earned from the makeup lab will replace the missed experiment.

Missing any portion of Experiments 7 and 8: Catch-up

- Missing *any portion* of Experiment 7 or Experiment 8 requires that you *fully catch up* during your **next scheduled laboratory session**. Therefore, the subsequent labs will shift accordingly.

Grade Consequences:

- Students in good academic standing who fail to complete a required makeup or catch-up laboratory will receive an **Incomplete (I)** grade. Missing *two or more* laboratory sessions, for any reason and regardless of documentation, will result in a final course grade of **F**.

Every effort will be made to follow this schedule. In case of unforeseen closures, sessions may shift to the reserve session (#12). **Note:** All the reading assignments, prelab assignments, lab activities and postlabs listed in the schedule is in your the Electronic Lab Manual [Labflow].

SESSION	PREPARATION	LABORATORY
Session 1: May 26, 2026	<p>READING ASSIGNMENT [LABFLOW]</p> <ol style="list-style-type: none">1. Lab Manual Part I: Chapters 1.1-1.4.2. Lab Manual Part II: Relevant techniques.3. Lab Manual Part III: Inventory Check-In [PDF] & EXP1. Crystallization of Benzoic Acid [PDF], including all related techniques. <p>LECTURE VIDEO/S:</p> <ol style="list-style-type: none">1. Introduction, Safety & Check in2. Crystallization, Hot Filtration, Vacuum Filtration <p>PRELAB ASSIGNMENT [LABFLOW]:</p> <ol style="list-style-type: none">1. Introduction Quiz [10 tokens]2. PRELAB QUIZ - PLQ1	<p>PURCHASE THE REQUIRED MATERIAL</p> <ol style="list-style-type: none">1. Combination lock2. Chemical Resistant Splashproof Goggles3. Heavy Duty Gloves4. Fine Tip Sharpie Marker <p>LAB ACTIVITIES/S: During your first session, you will check into the lab and conduct the first experiment.</p> <ol style="list-style-type: none">1. Notebook - Inventory Check-In2. Safety Voucher3. E1N. Notebook - Crystallization of Benzoic Acid Part A and B [12 points] <p>POST LAB ASSIGNMENT/S: NONE</p>

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SESSION	PREPARATION	LABORATORY
Session 2: May 28, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP2. Extraction of Trimyristin from Nutmeg [PDF] 2. Part III: EXP1. Crystallization of Benzoic Acid [PDF] Part C 3. All related techniques. LECTURE VIDEO/S: Solid Liquid Extraction and Melting Point PRELAB ASSIGNMENT [LABFLOW]: PRELAB QUIZ - PLQ2	LAB ACTIVITIE/S: During this session, you will start experiment 2 and complete experiment 1 as well submit your product. 1. E2N. Notebook - Extraction of Trimyristin from Nutmeg Part A and B [12 points] 2. E1R. Crystallization of Benzoic Acid Part C & Postlab - [20 points] POST LAB ASSIGNMENT/S: 1. E1R. Crystallization of Benzoic Acid Part C & Postlab - [20 points]
Session 3: June 2, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP3 [PDF] 2. Part III: EXP2. Part C [PDF] 3. All related techniques. LECTURE VIDEO/S: Ester Hydrolysis and Mixed Melting Point PRELAB ASSIGNMENT [LABFLOW]: PRELAB QUIZ - PLQ3	LAB ACTIVITIE/S: During this session, you will start experiment 3 and complete experiment 2 as well submit your product. 1. E3N. 2. E2R. POST LAB ASSIGNMENT/S: 1. E2R.
Session 4: June 4, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP4 [PDF] 2. Part III: EXP3. Part C [PDF] 3. All related techniques. LECTURE VIDEO/S: Distillation. PRELAB: PRELAB QUIZ - PLQ4	LAB ACTIVITIE/S: During this session, you will complete experiment 4 and experiment 3 as well submit your product. 1. E4N. 2. E4R 3. E3R. POST LAB ASSIGNMENT/S: 1. E3R. 2. E4R.
June 9, 2026	IN-PERSON THEORY QUIZ 1 1. Cover EXP1-EXP4 including Safety 2. You'll need your SBU ID, and Calculator	TIME AND PLACE: 1. TIME: Between 12:20-1:20 PM 2. LOCATION: Will be announced on Brightspace.
Session 5: June 9, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP5 [PDF] 2. All related techniques. LECTURE VIDEO/S: Thin Layer Chromatography. PRELAB: PRELAB QUIZ - PLQ5	LAB ACTIVITIE/S: During this session, you will complete experiment 5 and submit TLC plate. 1. E5N. 2. E6R. POST LAB ASSIGNMENT/S: 1. E5R.

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SUMMER 2026
ORGANIC CHEMISTRY LABORATORY- CHE 327 SYLLABUS

SESSION	PREPARATION	LABORATORY
Session 6: June 11, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP6 [PDF] 2. All related techniques. LECTURE VIDEO/S: Column Chromatography. PRELAB: PRELAB QUIZ - PLQ6	LAB ACTIVITIE/S: During this session, you will complete experiment 6 and submit TLC plate. 1. E6N. 2. E6R. POST LAB ASSIGNMENT/S: 1. E6R.
Session 7: June 16, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP7 [PDF] 2. All related techniques. LECTURE VIDEO/S: Ester Synthesis and Liquid-Liquid Extractions PRELAB: PRELAB QUIZ - PLQ7Q1	LAB ACTIVITIE/S: During this session, you will complete Part A of experiment 7. 1. E7N1. POST LAB ASSIGNMENT/S: 1. None.
Session 8: June 18, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP7 [PDF] 2. All related techniques. LECTURE VIDEO/S: Ester Isolation, IR & GC. PRELAB: PRELAB QUIZ - PLQ7Q2	LAB ACTIVITIE/S: During this session, you will complete experiment 7 and submit your product. 1. E7N2. 2. E7R. POST LAB ASSIGNMENT/S: 1. E7R.
Session 9: June 23, 2026	READING ASSIGNMENT [LABFLOW] 1. Lab Manual Part III: EXP8 [PDF] 2. All related techniques. LECTURE VIDEO/S: 1. Multistep Synthesis of Lidocaine 2. NMR PRELAB: PRELAB QUIZ - PLQ8Q1	LAB ACTIVITIE/S: During this session, you will complete Parts A and B of experiment 8. 1. E8N1. POST LAB ASSIGNMENT/S: 1. None.
June 25, 2026	IN-PERSON THEORY QUIZ 2 1. Cover EXP5-EXP8 including Safety 2. You'll need your SBU ID, and Calculator	TIME AND PLACE: 1. TIME: Between 12:20-1:20 PM 2. LOCATION: Will be announced on Brightspace.

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SUMMER 2026
ORGANIC CHEMISTRY LABORATORY- CHE 327 SYLLABUS

SESSION	PREPARATION	LABORATORY
Session 10: June 25, 2026	<p>READING ASSIGNMENT [LABFLOW]</p> <ol style="list-style-type: none">1. Lab Manual Part III: EXP8 [PDF]2. All related techniques. <p>LECTURE VIDEO/S: None.</p> <p>PRELAB: PRELAB QUIZ - PLQ8Q2</p>	<p>LAB ACTIVITIE/S: During this session, you will complete experiment 8, submit your product and check out.</p> <ol style="list-style-type: none">1. E8N2.2. E8R.3. Check out. <p>POST LAB ASSIGNMENT/S:</p> <ol style="list-style-type: none">1. E8R.
Session 11: June 30, 2026	<p>READING ASSIGNMENT [LABFLOW]</p> <ol style="list-style-type: none">1. Lab Manual Part III: EXP9 [PDF]2. All related techniques. <p>LECTURE VIDEO/S: None.</p> <p>PRELAB: None</p>	<p>LAB ACTIVITIE/S: This is the makeup and catch up lab session– open only to students who missed an experiment and to those who need to check out.</p> <ol style="list-style-type: none">1. E9N.2. E9R.3. Check out. <p>POST LAB ASSIGNMENT/S:</p> <ol style="list-style-type: none">1. E9R.
Session 12: July 2, 2026	<p>RESERVE</p>	<p>RESERVE</p>



9 IMPORTANT COURSE POLICIES

UNAUTHORIZED WEBSITES AND AI TOOLS POLICY (STRICT ENFORCEMENT)

To maintain academic integrity in this laboratory course, the following actions are **strictly prohibited**:

- Using or accessing unauthorized websites or platforms (e.g., CourseHero, Chegg, Quizlet, Numerade, Studocu, Discord, GroupMe, or similar services) for any course-related content.
- Uploading, sharing, or distributing any course materials, including lab manuals, assignments, quizzes, data, images, notes, or reports.
- Using ChatGPT or any AI tool to generate, edit, interpret, rephrase, or supplement lab observations, notebook entries, pre-labs, post-labs, or reports.
- Using AI or online sources to supply “expected” results or observations instead of recording your own experimental data.
- Using tutoring services or shared resources that provide access to past assignments or quizzes not posted on the current course Brightspace page.

Violations will be treated as **intentional academic dishonesty** and reported immediately to Academic Judiciary. Consequences may include a zero on the assignment, failure of the course, and further disciplinary action.

The **only approved sources of help** are your TAs, the instructor, and the university’s official tutoring center.

LATE SUBMISSIONS POLICY

This course strictly enforces a no-late-submissions policy. Exceptions are granted only for documented emergencies or extenuating circumstances, and must be approved by the instructor prior to the deadline.

LAB CLEANUP POLICY

To maintain a safe and organized laboratory environment, students must begin cleanup ten minutes before the end of each lab session. Cleanup includes properly storing equipment, disposing of materials as instructed, and leaving the workspace tidy. Failure to follow these procedures may result in penalties, including point deductions, token removal, or restrictions on future lab participation.

STOCKROOM POLICY

Equipment borrowed from the stockroom must be returned during the same lab period. The stockroom closes 15 minutes before the scheduled end of the lab, and reserves the right to open any student drawer at any time during the semester.

PENALTIES

Points and tokens will be deducted from the course total for not wearing safety goggles or heavy-duty gloves, arriving in inappropriate clothing, or repeatedly forgetting to bring a padlock or its combination.

GRADE ADJUSTMENT POLICY

No grades will be dropped. Final grades reflect earned performance and are non-negotiable.

RECOMMENDATION LETTER POLICY

No letter of recommendation is provided in this course by the instructor.



10 UNIVERSITY POLICIES

STUDENT ACCESSIBILITY SUPPORT CENTER STATEMENT

If you have a physical, psychological, medical, or learning disability that may impact your course work, please contact the Student Accessibility Support Center (SASC), 128 ECC Building, ☎ (631) 632-6748, or at ✉ sasc@stonybrook.edu. They will determine with you what accommodations are necessary and appropriate. All information and documentation is confidential.

Students who require assistance during emergency evacuation are encouraged to discuss their needs with their professors and the Student Accessibility Support Center. For procedures and information, visit [Fire Safety and Evacuation for People with Physical Disabilities](#).

ACADEMIC INTEGRITY STATEMENT

Each student must pursue their academic goals honestly and be personally accountable for all submitted work. Representing another person's work as your own is always wrong. Faculty are required to report any suspected instances of academic dishonesty to the Academic Judiciary. Faculty in the Health Sciences Center (School of Health Technology & Management, Nursing, Social Welfare, Dental Medicine) and School of Medicine are required to follow their school-specific procedures.

For comprehensive information on academic integrity, including categories of academic dishonesty, please refer to the Academic Judiciary website: [Academic Integrity at Stony Brook](#).

Important Note: Any form of academic dishonesty, including cheating and plagiarism, will be reported to the Academic Judiciary.

CRITICAL INCIDENT MANAGEMENT

Stony Brook University expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of University Community Standards any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, or inhibits students' ability to learn. Faculty in the HSC Schools and the School of Medicine are required to follow their school-specific procedures.

Further information about most academic matters can be found in the Undergraduate Bulletin, the Undergraduate Class Schedule, and the Faculty-Employee Handbook.

UNDERSTAND WHEN YOU MAY DROP THIS COURSE

It is the student's responsibility to understand when they need to consider withdrawing from a course. Refer to the Stony Brook Academic Schedule for dates and deadlines for registration: [Academic Calendars](#).

- Undergraduate Course Load and Course Withdrawal Policy
- Graduate Course Changes Policy

11 STUDENT RESOURCES

ACADEMIC AND MAJOR ADVISING (UNDERGRADUATE ONLY)

Have questions about choosing the right course? Contact an advisor today. Phone and emails vary — please see website for additional contact information: [Academic Advising](#).

ACADEMIC SUCCESS AND TUTORING CENTER (UNDERGRADUATE ONLY)

[Academic Success and Tutoring Center](#)

BURSAR

For help with billing and payment. ☎ 631-632-9316; ✉ bursar@stonybrook.edu; website: [Bursar Office](#).



CAREER CENTER

The Career Center's mission is to support the academic mission of Stony Brook University by educating students about the career decision-making process. ☎ 631-632-6810; ✉ sbucareercenter@stonybrook.edu; website: [Career Center](#).

CAREER CENTER

The Career Center's mission is to support the academic mission of Stony Brook University by educating students about the career decision-making process, helping them plan and attain their career goals, and assisting with their smooth transition to the workplace or further education. ☎ 631-632-6810; ✉ sbucareercenter@stonybrook.edu; website: [Career Center](#).

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

CAPS staff are available by phone, day or night. [CAPS Website](#)

OMBUDS OFFICE

The Stony Brook University Ombuds Office provides an alternative channel for confidential, impartial, independent, and informal dispute resolution services for the entire University community. The office provides a safe place to voice your concerns, explore options for productive conflict management, and receive confidential advice about University policies and procedures. [Ombuds Office](#)

REGISTRAR

Having a registration issue? Let them know. ☎ 631-632-6175; ✉ registrar_office@stonybrook.edu; website: [Registrar](#)

SBU LIBRARIES

Access to and help in using databases, ebooks, and other sources for your research:

- [Research Guides and Tutorials](#)
- [Getting Help / Ask a Librarian](#)

SUPPORT FOR ONLINE LEARNING

[Support for Online Learning](#)