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 or via the Internet http://www.csupomona.edu/~chemistry/interest.shtml

Completion of your senior project requires a formal typed and appropriately bound report on the project. A grade of SP or F will remain on record until two acceptable copies of the report and a signed clearance form has been given to the Senior Project Committee Chair. The guidelines for writing the formal report may be obtained from the Senior Project Coordinator or via the Internet http://www.csupomona.edu/~mfpage/docs/senior_project_notes_to_authors.pdf

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:

All Students (CHM 491 & 492) must attend Senior Project Orientations the first week of each quarter (signs are posted quarterly to indicate the time and location of these meetings). Failure to attend orientations will result in an automatic “drop” form the class list. Before a student starts his/her senior project, a one page Senior Project Proposal and Information Sheet (http://www.csupomona.edu/~mfpage/SeniorProject.html) must be completed in consultation with project advisor and returned to the Senior Project Committee Chair by Friday of the second week of classes. 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
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.

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. SciFinder is the starting point for any search for chemical information in the literature. The Science Librarian James S. Koga jskoga@csupomona.edu can assist you in using Scifinder through the Cal Poly Pomona website http://www.csupomona.edu/~library/databases/scifinder.html. For additional assistance in the use of SciFinder, the student should consult the project supervisor.

Students enrolled in senior projects will be given keys to the lab and the entrance to building 8, 3, and/or 4 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 horseplaying 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 which indicates that the keys and the equipment have been returned. http://www.csupomona.edu/~mfpage/docs/senior_project_clearance_form-1.pdf
The senior project report will be written in accordance with the instructions given in "Senior Project Reports: Notice to Authors." The instructions are available via the Internet at [http://www.csupomona.edu/~mfpage/docs/senior_project_notes_to_authors.pdf](http://www.csupomona.edu/~mfpage/docs/senior_project_notes_to_authors.pdf).

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 two quarters you will have to register for CHM 400. To extend a senior project past one year, you must fill out an extension request form. Obtain the form from the Senior Project Coordinator.