

**Instructions for using CALM:
Computer Assisted Learning Method
Chemistry Undergraduate Office, Chemistry room C021, 855-2700,
CHEMOUND@indiana.edu**

Accessing the CALM program

Use a computer with either Netscape 5 (or higher) or Microsoft Internet Explorer 5.0 (or higher). Such computers can be found in CH046 or CH006 in the Chemistry Building as well as elsewhere on campus. You can also dial in from home if you have access to the Internet and one of the above browsers. People in the past have also successfully used America Online to connect (and its browser "Webcrawler").

The remainder of the instructions assumes you are using Netscape.

Start Netscape and choose the Open button from the button bar or choose Open Location from the choices under File in the menu. Now enter the address for the Chemistry Undergraduate Program:
<http://chem.indiana.edu/ugrad/> and select CALM on the left-hand side menu.

You will now be presented with a screen that gives you a choice of courses. Select the course that you are enrolled in. You should now see the main menu for the CALM program.

and select CALM on the left-hand side menu


Logging into the program – Reporting Problems

Enter your UITS username and password. If you do not have a UITS username you must obtain one before proceeding. If you have a UITS username and password and you are unable to successfully log in to CALM, please contact the Chemistry Undergraduate Office (contact information is at top of this page) or submit a trouble report. A link to the trouble report page is on the CALM menu bar at the top of the screen. Fill out the form completely with the requested information and the Undergraduate Office will respond to the request as soon as possible – usually within 24 hours – some problems may take longer to fix.

Selecting a Topic and Section

Once successfully logged, you will be presented with a selection of Topics in a menu tree. Let's suppose you want to work a problem in Topic 18. Click on Topic 18 and the menu tree will expand showing a list of sections in Topic 18. Only sections with a green or yellow **[+]** have problems in them. A section with a yellow **[+]** in front of it means that the problems in that section can no longer be done for credit, because their deadline has already passed. A section with a green **[+]** in front means that there are still active problems within that section.

Picking a problem to work

After clicking on a section, the tree should expand to show a list of problems. Each problem should have a green, yellow or black LED  next to it. By hovering your cursor over it, you can find out when it will (or has) expire. The green LED means that the problem has been assigned and can be done for credit. A yellow LED means that the problem has been assigned but can no longer be done for credit. A black LED means that the problem has not been assigned. If the problem has a checkmark ✓, then it has already been successfully graded. Select the desired problem by clicking on it with your mouse. You are now presented with a screen containing the problem.

Returning to specific problem

Since each problem is generating randomly, if you exit a problem you will not be able to return to that same problem again unless you use the problem ID. At the top left of the screen you will see a different problem ID for each particular problem. If you want to return to a particular problem, you must write down the problem ID exactly as it is on the screen (leading/trailing 0's in the ID are important and must be entered) if you wish to be able to recall this particular problem at a later date. Also, avoid any spaces at the beginning or end of the number (IE. as result of copying and pasting), otherwise the problem ID will not work correctly.

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Finishing a problem

Once you have entered an answer the problem, press “Push Me”. This action results in your answer being graded. You are notified in the next screen whether you have correctly answered the question. If you were correct, you are given a “Push Me” button that will take you back to the menu tree where you can select another problem. If you have not answered the problem correctly, simply select BACK in your browser and try again.

Viewing CALM grades

To find out how many CALM problems you have completed out of the total, scroll to the bottom of the menu tree. There you will see your score. It will appear in this format:

“Total Problems Available: (# of problems in the class) -- Total Problems Completed: (# of problems graded)”

To view the problems that still need to be done, click on the **[+]** next to “Topic” at the top of the menu tree. That will expand the menu tree entirely, showing you the problems that have not been completed yet. The completed problems will have a checkmark next to them.

Viewing grades for quizzes, exams, and other assignments in CALM

To ensure student privacy, many chemistry professors will use CALM to post grades for all course assignments and tests. If your chemistry course is using CALM to post grades, visit the “View Grades” link on the left-hand side of the CALM screen. If you see a grade posted that you think is incorrect, you must contact your professor as soon as possible to ask for a re-grade or investigation into the suspected grading error. Some professors will only allow one week from the time a grade is posted in CALM for students to question a grade. The sooner you ask about a potential grade problem, the better.

Contact

If you have difficulty, contact the Chemistry Undergraduate Office using the CALM trouble report. There is a link to the report form on the CALM menu bar located at the top of each CALM page.

FORMATTING ANSWERS

There are a couple of conventions that you must use when responding to CALM questions.

Capitalization:

Capitalization rules must be followed when entering answers into CALM. For example, suppose the answer to a question is looking for the abbreviation for sodium, the correct response is “Na” not “na”.

Significant Figures:

In answering questions requiring calculations, you must include the appropriate number of significant figures.

Scientific Notation:

The number 1.243×10^{-23} would be entered into CALM much like you would enter it into a calculator. The following would be acceptable to CALM: 1.243E-23 or 1.243E-023. If one format does not work, try the other – some questions require 3 digits in the exponent to be recognized as correct.

Nuclear Chemistry Questions:

Questions asking for isotopes and particles expect to see the isotope listed first followed by the particle or decay product.