

Guidelines for Ethical and Effective Use of Artificial Intelligence (AI) in Writing Assignments

1. Acceptable Use of AI Tools:

- **Permitted Applications:**
 - **Idea Generation:** Utilizing AI for brainstorming topics or outlining structures.
 - **Grammar and Style Checks:** Employing AI to identify and correct language errors.
- **Prohibited Applications:**
 - **Content Generation:** Relying on AI to produce substantial portions of your assignment.
 - **Paraphrasing Entire Texts:** Using AI to rephrase large sections without proper attribution.

2. Transparency and Attribution:

- **Disclosure:** Clearly indicate any AI assistance in your work. For example, note sections where AI tools were used for grammar correction or idea generation.
- **Describe the Use of AI*:**

In addition to citing the content, you should also describe how you used the AI in your work (e.g., "I used ChatGPT to generate ideas and help me structure my essay on environmental ethics.") This allows me to verify that you didn't rely solely on AI for the entire assignment.
- **Provide Screenshots or Logs*:** Some platforms (like ChatGPT) allow users to save their conversation history. Please provide a screenshot of your interaction or a log of the conversation you used in your assignment.
- **Citation:** Follow appropriate citation guidelines when incorporating AI-generated content, ensuring academic integrity.

3. Ethical Considerations:

- **Originality:** Ensure that your work reflects your own analysis and critical thinking. Over-reliance on AI can undermine the learning process.
- **Accuracy:** Verify all information obtained through AI tools, as they may produce errors or outdated content.

4. Compliance with Academic Integrity Policies:

- **Adherence:** Follow the institution's academic integrity code, which prohibits unauthorized use of AI as a form of cheating.
- **Responsibility:** You are accountable for the content you submit, including any material generated or assisted by AI tools.

5. Instructor-Specific Policies:

- **Clarification:** Consult your course syllabus or instructor for any additional guidelines regarding AI use, as policies may vary between courses.

By adhering to these guidelines, students can leverage AI tools to enhance their writing skills while maintaining ethical standards and academic integrity.

OpenAI. "Guidelines for Ethical and Effective Use of AI in Writing Assignments." ChatGPT, 2024, <https://chat.openai.com/Links to an external site..> [Note: Sections marked with an asterisk (*) indicate content generated from additional OpenAI inquiries, combining responses from multiple ChatGPT sessions.]