AI Citation Guide for Fargo Public Schools

Introduction:
As the integration of Artificial Intelligence (AI) continues to expand across various fields, the need for clear and ethical practices in citing AI-generated content is paramount. This one-pager aims to provide guidelines on how and when individuals should cite AI in their academic and professional writing.

> **Ethical Considerations:**
> - *Transparency:* If the AI involvement is significant, be transparent about it in your writing. Disclose the use of AI tools to maintain integrity and provide readers with a clear understanding of the research process.
> - *Avoiding Plagiarism:* Even though AI generates content, plagiarism is still a concern. Ensure proper attribution and citation to avoid ethical issues related to intellectual property.

1. When to Cite AI:

Per MLA, one must cite a generative AI tool whenever you paraphrase, quote, or incorporate into your own work any content (whether text, image, data, or other output generated by AI systems) that was created by it.

    a. **Works-Cited-List Entry** (note that you must include the prompt you gave the AI generator)

    MLA Template:
    "Write the prompt you used here" prompt. *AI Source,* version of AI source date. Date Accessed, url of AI source.

    Sample Works-Cited-List Entry:
    "Describe the symbolism of the green light in the book *The Great Gatsby* by F. Scott Fitzgerald" prompt. *ChatGPT*, 13 Feb. version, OpenAI, 8 Mar. 2023, chat.openai.com/chat.

2. When to Acknowledge AI Contributions:

Per MLA, one must acknowledge all functional uses of the tool (like editing your prose or translating words, analyzing data, language generation, or other tasks) in a note, your text, or another suitable location.

You can place this acknowledgment anywhere in your paper. One could place it near the usage of AI within your document, or within the conclusion as you are wrapping up your document. A footnote would also work for acknowledgment.

    a. **Sample acknowledgement statements:**

    I acknowledge the use of <u>*INSERT AI TOOL HERE*</u>, to <u>*INSERT WHAT YOU USED AI FOR*</u>

    I acknowledge the use of ChatGPT 3.5 (Open AI, https://chat.openai.com) to summarize my initial notes and to proofread my final draft.

If you want to learn more about AI, much of the information for this guide came from this MLA article.
Additional Resources:
- MLA Style – Generative AI
- APA Style – ChatGPT
- Chicago Style – Generative AI

OpenAI's ChatGPT was used to generate an outline for this guide.