

# Student-Use Protocol for the Ethical Use of AI Tools

## DEFINITION

As a student, ethical use of AI Tools implies...

1	<b>I understand how the tool works</b> , including its capabilities and limitations.	<input type="checkbox"/>
2	<b>I understand the terms, conditions, and privacy policies</b> associated with the tool.	<input type="checkbox"/>
3	<b>I use the AI tool to enhance my learning and creativity</b> , not to replace it: <ul style="list-style-type: none"> <li>• I do the high-order thinking and let the AI tool replace lower-order thinking or tasks,</li> <li>• I use the AI tool for rote or procedural, not conceptual skills,</li> <li>• I use the AI tools when they are appropriate (see above) and not as a means to complete work at the last minute.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4	<b>I use the AI tool only when it has been explicitly allowed</b> by the instructor, and do not assume that it is permitted in all contexts: <ul style="list-style-type: none"> <li>• When I am unsure if AI tool use is permitted, I seek clarification from my instructors.</li> </ul>	<input type="checkbox"/>
5	<b>I treat AI output as a secondary source of information</b> that is not always accurate and take steps to critically evaluate its output: <ul style="list-style-type: none"> <li>• I attribute ideas and products to their original author or source,</li> <li>• I vet all AI output by doing an external search for the original author or source,</li> <li>• I check all AI output for accuracy against external sources.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<b>6</b>	<b>I reflect on my use of the AI tool throughout the process:</b> <ul style="list-style-type: none"> <li>• I seek to understand how it enhanced my learning,</li> <li>• I seek to understand how it limited my learning.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>
<b>7</b>	<b>I am transparent about where, how, and why I used the tool:</b> <ul style="list-style-type: none"> <li>• I cite the tool in my work,</li> <li>• I explain how I used the tool in my work.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>

## QUESTIONS

To be an ethical user of AI tools, I must ask the following questions...

<b>Before</b>		<input type="checkbox"/>
<b>1</b>	How am I going to use the tool? (To replace or enhance?)	<input type="checkbox"/>
<b>2</b>	Have I been given permission to use the tool in that context?	<input type="checkbox"/>
<b>3</b>	Is my intention to learn or to just get a grade?	<input type="checkbox"/>
<b>4</b>	Do I know how to use the tool?	<input type="checkbox"/>
<b>5</b>	Do I understand the strengths and limitations of the tool?	<input type="checkbox"/>
<b>During</b>		<input type="checkbox"/>
<b>1</b>	Is the output biased?	<input type="checkbox"/>
<b>2</b>	Is the output accurate (or is it hallucinating)?	<input type="checkbox"/>
<b>3</b>	Is there a better prompt? Can I ask a different or better question?	<input type="checkbox"/>

<b>4</b>	Are there other ways to do this WITHOUT AI tools?	<input type="checkbox"/>
<b>5</b>	Am I acquiring the learning objectives of the course or assignment by using the AI tool?	<input type="checkbox"/>
<b>6</b>	Where did the output come from (source, authorship)?	<input type="checkbox"/>
<b>7</b>	Are the printed sources accurate?	<input type="checkbox"/>
<b>8</b>	Have I vetted alternative perspectives?	<input type="checkbox"/>
<b>9</b>	Am I using the tool appropriately according to our definition of ethical use of AI tools?	<input type="checkbox"/>
<b>After</b>		<input type="checkbox"/>
<b>1</b>	Are my original ideas present in my work?	<input type="checkbox"/>
<b>2</b>	Am I spreading misinformation or perpetuating harmful ideas, biases, etc.?	<input type="checkbox"/>
<b>3</b>	How did I use the tool?	<input type="checkbox"/>
<b>4</b>	How did it affect my learning?	<input type="checkbox"/>
<b>5</b>	How did this assignment (and use of AI tools) help me advance my understanding of the content or learning objectives?	<input type="checkbox"/>
<b>6</b>	Have I been transparent about my use of AI tools?	<input type="checkbox"/>
<b>7</b>	Have I cited original authors and sources appropriately?	<input type="checkbox"/>
<b>8</b>	Have I cited my use of the AI tool appropriately?	<input type="checkbox"/>
<b>9</b>	Have I plagiarized (knowingly or unknowingly)?	<input type="checkbox"/>

