

## CCS Statement on Citing Work Involving Artificial Intelligence<sup>1</sup>

The Cumberland County School System recognizes the increasing role of generative artificial intelligence (GenAI) in academic research and acknowledges the importance of properly crediting the use of GenAI and algorithms in scholarly work.

It is imperative to include clear and accurate citations for any GenAI-generated content or work utilizing GenAI tools to ensure proper attribution and intellectual integrity. Failure to appropriately acknowledge the use of GenAI may constitute academic dishonesty. Students and educators should<sup>2</sup>:

- **Cite a Generative AI Tool:** Whenever paraphrasing, quoting, or incorporating into their own work any content (whether text, image, data, or other) that was created by a GenAI tool, proper citation should be provided.
- **Acknowledge Functional Uses:** Acknowledge all functional uses of the GenAI tool, such as editing prose or translating words, in a note, the text itself, or another suitable location.
- **Vet Secondary Sources:** Take care to vet the secondary sources cited by the GenAI tool to ensure credibility and accuracy. This includes verifying the reliability of sources referenced within GenAI-generated content.

If traditional citations are not required, but any form of GenAI assistance was used, it is recommended to include in the disclosure statement how GenAI was used (brainstorming, outlining, feedback, editing, etc). Disclosure statements can be included in an "GenAI Credits" section at the end of the work or within the text, beneath an image, etc as appropriate.<sup>3</sup>

### Example disclosure statements:

- "Created by John Doe with editing assistance from ChatGPT"
- "I used Google Gemini to help me brainstorm ideas for my project."
- "I used ChatGPT to help me organize my thoughts into a finished product."

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<sup>1</sup> "CCS Statement on Citing Work Involving Artificial Intelligence." *ChatGPT*, version 3.5, OpenAI, 26 January, chat.openai.com/chat.

<sup>2</sup> *How do I cite Generative AI in MLA style?* (2023) MLA Style Center. <https://style.mla.org/citing-generative-ai/> (Accessed: 26 January 2024).

<sup>3</sup> Cubero, Vera, and McBride Ashley. "North Carolina Generative AI Implementation Recommendations and Considerations for PK-13 Public Schools." North Carolina Department of Public Instruction, 2024. [go.ncdpi.gov/AI\\_Guidelines](https://go.ncdpi.gov/AI_Guidelines).

- “Image created in partnership with Adobe Firefly. Prompt; ‘create a cartoonish image of a bored frog on a lily pad, surrounded by cattails. 16:9 Make it bright and colorful so that young children would enjoy it.’

### Formal Citations:

If a formal citation is expected, both the MLA and APA provide guidance on their websites for creating citations. Currently most online citation tools do not include GenAI in their options. You can ask your Large Language Model (LLM) to create citations, but as with anything else, the user will need to verify that the details and formatting is correct.

When creating a formal citation in accordance with the guidelines set forth by the Modern Language Association (MLA) for work that involved artificial intelligence, students and educators are encouraged to adhere to the following format:

Author(s). "Title of Work." *Name of AI Tool*, Version, Publisher, Date, URL.

For works produced by AI systems without explicit human authors:

Title of Work. *Name of AI Tool*, Source, Version, Publisher, Date, URL.

**Author:** GenAI tools should not be treated as authors, aligning with established policies from publishers like the MLA's journal PMLA.

**Title of Work:** Include the title of the product if applicable.

**Name of AI Tool**<sup>4</sup>: Name the specific GenAI tool used, such as ChatGPT.

**Source:** Describe the content generated by the GenAI tool, incorporating information about the prompt if not included in the text.

**Version:** Specify the version of the GenAI tool utilized. For instance, if using ChatGPT 3.5, include the version to accurately identify the tool.

**Publisher:** Identify the company responsible for developing the GenAI tool.

**Date:** Provide the date when the content was generated by the GenAI tool.

**Location:** Include the general URL for the GenAI tool.

This statement serves to underscore the Cumberland County School System's commitment to promoting academic honesty and integrity while embracing emerging technologies in scholarly endeavors.

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<sup>4</sup> MLA refers to this as "Title of Container"

It is important to note that the MLA template of core elements offers flexibility in citation. For further guidance on citing GenAI-generated work in MLA format, students and educators are encouraged to consult the MLA Handbook or seek assistance from their instructors.

**Citation Guidelines:**

- MLA format - <https://style.mla.org/citing-generative-ai/>
- APA format - <https://apastyle.apa.org/blog/how-to-cite-chatgpt>
- Chicago Format -  
<https://www.chicagomanualofstyle.org/qanda/data/faq/topics/Documentation/faq0422.html>

**Example MLA Citation:**

“For this activity, I want you to take on the role of the character Jonas from the novel The Giver.....” prompt. ChatGPT, 24 May version, OpenAI, 8 June 2023,  
<https://chat.openai.com/chat> .

**Example APA Citation:**

OpenAI. (2023). ChatGPT (May 24 version) [Large language model].<https://chat.openai.com/chat>

**Example Chicago Citation:**

ChatGPT, response to “Explain how to make pizza dough from common household ingredients,” OpenAI, March 7, 2023.