DOCUMENTATION OF GENERATIVE AI TOOL USAGE

GENERATIVE AI APPLICATIONS POLICY
As one of the core learning outcomes in this course is to gain the analytical skills necessary to articulate how a film communicates meaning, the use of generative AI applications (e.g., ChatCPT, Claude, Copilot, etc.) in the completion of assignments is strongly discouraged. However, if you decide to employ a genAI tool during the planning of your group assignments, your contribution to the submitted assignment must ultimately be original work produced by you alone. Use of a tool must be documented in an appendix for each assignment, including all prompts used to generate content, and cited appropriately. Failure to do so will likely result in a charge of Academic Misconduct. I reserve the right to employ University-approved plagiarism and/or AI detection services as needed.

AI LIMITATIONS
AI tools will not be particularly helpful for the written assignments in the course. Because they obviously can't "view" a film, they are not able to provide descriptive accounts of exact formal elements at play in precisely chosen moments in the assigned films. Only you can do so through your own observations and unique expressions. In addition, AI tools have inherently fraught limitations, including:
- the unlicensed appropriation of intellectual property used in data sets on which they're trained
- a tendency to "hallucinate" inaccurate, false, or entirely fabricated responses to prompts
- proclivities for biases and cultural insensitivities based on the selective nature of their training data

GENAI USAGE: PRINCIPLES
In spite of the cautions, and the limited usefulness of AI tools in this course, if you do decide to employ genAI tools in the planning of your group assignments, your usage must adhere to course policies and adhere to a number of principles and procedures.

- **Accuracy:** You hold full responsibility for AI-generated content as if you had produced the materials yourself. This means ideas must be attributed, facts are true, and sources must be verified. If you don't know whether a statement in an AI's output is true, then your responsibility is to research it. If you cannot verify it as factual, you should not make use of it within your assignment. Ultimately, you will need to check the facts, quotes, arguments, logic, and document what you did to validate your material.

- **Attribution:** All ideas that are not originally your own have a source and that source must be attributed. If you use AI to support your research and assignment contributions, you must account for and document your use. Possibilities include topic brainstorming, search assistance, source evaluation, source summaries, and source documentation. You will track your use of AI throughout these stages, and then document this assistance as you submit the project. Any material generated through AI in your projects should also be documented in your citations.

- **Authorship:** While you may decide to employ AI in the preparation of your assignments, your contribution to the submitted work must be original and produced by you alone—both in terms of the content and expression of all ideas. AI tools might be employed to help organize and refine your analysis, but you will think and communicate in your own terms and in your own words. Do not enter an assignment question as a prompt and copy/paste the response as your answer. Paraphrasing the content or expression of an idea generated by AI or passing off AI-generated text as your own— whether a single sentence or entire paragraph—will result in a charge of Academic Misconduct.

GenAI Opt-Out Statement
If you did not make use of a genAI tool in the preparation or production of an assignment, you are encouraged to include the following statement in an endnote on the final page of a written assignment: "I attest that this project did not use genAI tools at any stage in its development or in the creation of any of its components."

GenAI Usage: General Rules

1) The use of genAI tools must adhere to the course policies and be informed by the usage principles.

2) All use of genAI tools must adhere to the documentation procedures outlined below.

3) The use of genAI tools is not recommended in this course but is permitted for the following activities:
   o Brainstorming and refining your ideas;
   o Finding (real) information on your topic;
   o Drafting an outline to organize your thoughts; and
   o Checking grammar and style

4) The use of genAI tools is **not** permitted in this course for the following activities:
   o Impersonating you in classroom contexts—i.e., using the tool to compose your contributions to group assignments or discussion questions;
   o Completing your contribution to assigned group work;
   o Writing a draft of a writing assignment; or
   o Writing entire sentences, paragraphs, or papers to complete class assignments

GenAI Documentation

Use of a genAI tool must be detailed in a **Documentation Appendix** for each assignment. Your appendix must include any content produced by a genAI tool, and any prompt used to generate the content. As part of the evaluation of your submission, the text in your appendix will be compared with the text that comprises the assignment itself. Failure to submit a documentation appendix with each assignment (or an opt-out statement if applicable and desired) may result in a charge of Academic Misconduct, particularly if the submitted content arouses suspicion of fabrication.

Track your use of an AI tool throughout any stage of the project in which it was employed and document this assistance within the appendix. The documentation should include what tool was used, how the tool was used, and how the results from the tool were incorporated into the submitted work.

You have a two-fold obligation with respect to content attribution:

1) If a genAI tool **cites a secondary source** within its response to your prompt, find and attribute the original source of the idea. To do so, identify the location of the text within the source and provide a working link to the location (if the source is available online). If you are not able to locate the source, you should not use the content provided by the AI tool.

2) **Document your development process** by explaining how you used a genAI tool. Begin your attribution statement with the statement: "I attest that this project made use of genAI tools in the following ways:" You must then use the documentation form below to detail your usage.

* **Important note:** For whatever reason, if you decide to include in the submission of your assignment the content or expression of any idea or information generated in response to a prompt, you must cite this text appropriately. Please adhere to the ULeth Library Citation Guides in order to adhere to scholarly citation conventions (MLA; APA; Chicago).

I am happy to address your questions or concerns about any of the principles, procedures, and/or rules outlined above. For more information about Generative Artificial Intelligence and its use in teaching at the University of Lethbridge, and in post-secondary education more broadly, please consult the wealth of ChatGPT & AI Resources provided by the ULeth Teaching Centre.

GenAI Documentation Appendix Chart

If you wish, you may copy and paste the chart below into your assignment, or modify it as needed as long as it contains all requisite information.

Usage	Tool Used	Prompt & Output	How you incorporated the output
Idea generation			
Research			
Outlining/planning			
Drafting			
Revising/polishing			
Other			