

Session Plan

Session Overview

This session introduces students to responsible and acceptable use of AI in assessments, aligned with UWTSD Allowable Use AI Guidance. Students will explore practical examples, discuss risks, and engage in guided activities that focus on learning with AI, not just learning about AI.

Focus: Understanding and applying UWTSD AI guidance through discussion and activities

Timing and duration: 2 hours

Time	Activity	Notes for lecturer
5 minutes	Welcome & session aims	- Welcome students - Outline session aims:
5 mins	Before we begin: AI & assessments	- Students discuss: - What comes to mind when using AI in assessments - What they think is allowed - What might be risky or not allowed - Do not confirm answers yet
10 mins	What AI is (and isn't) & why it matters	- Brief explanation of AI in an academic context - Why AI matters for learning, assessment, and employability - Emphasise academic integrity
10 mins	Current AI tools and uses (Padlet)	- Students post: - AI tools they currently use - What they mainly use them for - Use Padlet or verbal sharing if needed

15 mins	Activity 1: Understanding UWTSD Allowable Use AI Guidance	- Students review guidance in groups - Discuss: - What is allowed - What to be careful about
15 mins	Activity 2: Explaining the guidance	- Groups prepare a 2–3 minute explanation - How to explain the guidance to a friend - What students should be careful about
15 mins	Learning with AI: Guided Copilot exploration	- Demonstrate how Copilot can be used to: - Ask questions about the guidance - Clarify key points - Identify acceptable vs risky use - Emphasise learning <i>with</i> AI
15 mins	Activity 3: Identifying AI-generated writing	- Compare two short paragraphs (student vs AI) - Discuss: - Indicators of AI-generated writing - Risks of submitting AI-generated text
5 mins	Positive uses of AI	- Identify acceptable uses based on guidance, such as: - Brainstorming ideas - Understanding difficult concepts - Improving clarity (with caution)
5 mins	Negative uses of AI	- Identify risky or unacceptable uses, such as: - Submitting AI-generated writing - Using AI to write full sections of assessments - Trusting outputs without checking
20 mins	Activity 4: Is this acceptable AI use? (Scenarios)	- Each group discusses assigned scenarios - Decide: - Acceptable, risky, or not allowed - Why - Use debate prompts to explore ethics

		Additional scenarios are available on Moodle for extended discussion or larger cohorts.
5 mins	Using AI to support study	• Discuss acceptable study-support uses of AI: – Note-taking – Time management – Understanding concepts – Supporting research (not writing content)
5 mins	Key takeaways & close	• Reinforce: – AI supports learning, not assessment writing – Always follow assessment guidance – Ask if unsure • Signpost support resources