

Allowable Uses of Artificial Intelligence – General Guidance for Students

This part of the AI Guidance for Students identifies the allowable uses of AI that relate to your study in general terms, including general allowable uses of AI for assessment purposes.

Further uses of AI in Assessment beyond what is included in this General Guidance depend upon the specific module and assessment specification. Please check the particulars with your lecturer.

Remember always to keep a copy of your drafts, notes and other resources you used, before and after the use of AI tools. If there is suspicion of use of AI tools beyond what was specified for the particular assignment, you will be asked to provide previous drafts and notes.

Ensure that you have completed the UWTSD LLR's Infoskills unit on Advanced Searching before using any AI tools as part of your studies and assessment: [Finding and Using Information | UWTSD Intranet](#)

Allowable uses in studying (not assessment)

You can use AI tools to assist you in your studies in a way which best suits your needs and discipline, as long as you do it in an ethical and considered manner.

Summarise and Interrogate Content

We all know that no summary can do justice to an article or a book chapter; not even that written by the author themselves.

However, summaries and content identification can help in finding the right material to read on any given subject. Before AI, that meant reading abstracts, skim-reading articles, working through book indices, etc.

You are allowed to use AI tools to create summaries, ask specific questions to avoid skim-reading and find relevant references and materials to guide your exploration of a subject.

Suggested AI Tool: UWTSD Library's AI Assistant

Other useful tools:

- SCISPACE
- Otio

- Consensus
- Elicit

You cannot and must not simply prompt an AI tool to deliver you with the relevant research on a subject, and include this 'generated' material in your work. If you do not access the research of others yourself, you can never be certain that you have fully understood it, nor can you ensure that its representation is correct. Always check any results of AI tools; AI tools do make mistakes and can be inaccurate. Remember to check the source materials that the AI tools

Allowable uses in studying and assessment

The uses below are allowed across all modules and assessments. Further use of AI tools in assessment is specified in the assessment specification for the assignment/module.

Ensure that you check the assessment specification for allowable uses of AI tools in addition to these!

Create a Bibliography

You are allowed to use appropriate AI tools to help you find relevant books, articles and online resources on your topic.

Suggested AI Tool: UWTSD Library's AI Assistant

Other useful tools:

- Google Scholar
- SCISPACE
- SemanticScholar

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Note Organisation

You are allowed to use AI tools to store and interlink notes, create mindmaps and tag resources and ideas.

Useful tools:

- Obsidian
- Kumu

Citation Formatting

You are allowed to use AI tools to manage references and format references and bibliographies.

Suggested AI Tool: Refworks

Note that all UWTSD students have access to Refworks via the Library. You can find out more about using Refworks in the [UWTSD Digicentre](#).

Other useful tools:

- Zotero
- Endnote
- Mendeley

Basic Proofreading

You can use an integrated tools like Microsoft Editor, or a specialised tool, like the Grammarly (not including the Grammarly Generative AI Assistant), to check for grammar, spelling and readability.

It is essential that you decide whether you want to implement the changes suggested by the Editor tool.

It is very important that you understand the suggestions and changes that any editorial tool gives you as options. If you do not understand the change, then how can you know that it is correct?

Basic Proofreading: What you **cannot** do

You cannot ask a Generative Artificial Intelligence (GAI) tool to create text for you or allow it to rewrite, expand or change beyond recognition your own text.

So, you cannot use prompts like:

- Tell me why Athens was the most powerful polity in the classical period
- Write a paragraph on why Athens was powerful
- Continue this text.

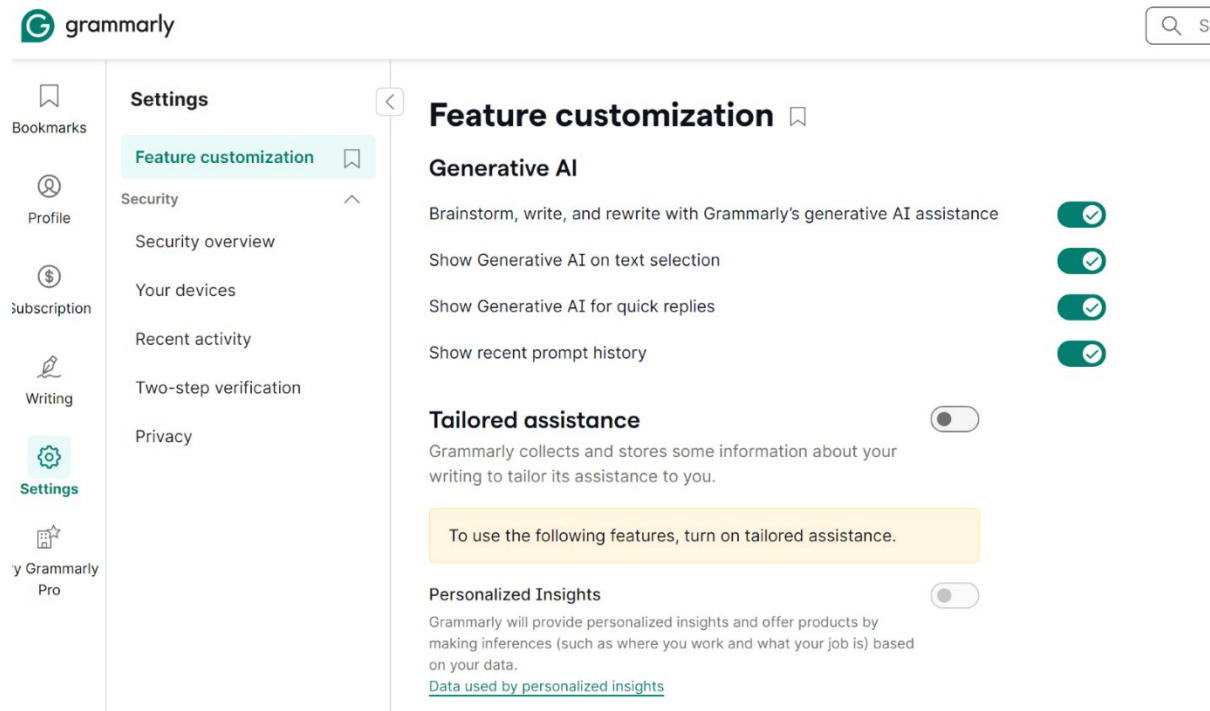
You also cannot ask a GAI tool to rephrase text that you did not write yourself, such as from a book, article, internet source, or indeed AI-generated text.

Further, you cannot ask a GAI tool to rephrase or paraphrase text that another person has written.

Basic Proofreading: Grammarly

Grammarly has a number of optional Generative AI features. These are **not** included in this allowable use of AI for basic proofreading.

You can turn off the Grammarly Generative AI features by opening your account settings, going to the Feature customisation page, and switching off the generative AI settings.



Example: Allowable Use of Basic Proofreading (Grammarly)

You can use the Review Suggestions option on Grammarly, if you ensure that AI assistance is turned off in Settings.

In the example below, you can see that the Grammarly suggestions under “Correctness” and “Clarity” are acceptable under Basic Proofreading.

But, any Grammarly suggestions under the “Write with Generative AI” tab are not allowed.

Students are expected to:
Take part in learning opportunities to support AI literacy, understanding of ethical and otherconsiderations in relation to artificial intelligence, and th epotneital future developments and uses of artificial intelligence. Ensure the academic integrity of their wokr and the ethical and appropriate use of artificial intelligene, including that trying to claim AI-generated content as their own is considered academic misconduct.

B I U | H1 H2 | ↻ | ☰ ☷ | ✖

63 words ^

Review suggestions 9

Correctness	Clarity	Engagement	
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★ Pro suggestions 1

Correctness · Correct your spelling ⓘ

...ethical and ~~otherconsiderations~~ **other considerations** in relation...

AcceptDismiss📄⋮

Change the wording in relation to

Correct your spelling th

Correct your spelling epotneital

Correct your spelling artificial

Correct your spelling wokr