Guidance on referencing Generative Artificial Intelligence and avoiding AI plagiarism

The college recognises that generative artificial intelligence, such as ChatGPT, are new tools being used across the world in education.

Content produced by AI platforms, such as ChatGPT, may not represent your own original work so may be considered a form of academic misconduct. Your tutor can tell you if you are able to use artificial intelligence (AI) tools in your assessment tasks, including how you can use the tools and what tools you can use.

If you use any AI tools, you must appropriately acknowledge and reference the use of these tools and their outputs. Failure to reference work (including text, images, code and ideas) that are not your own can result in academic misconduct.

The College has strict guidelines and policies on academic integrity and plagiarism stating:

> **"Academic malpractice is cheating: it is when a person (or people) trick, defraud or deceive others. It includes but is not limited to the following: Plagiarism: to 'take and use another person's thoughts, writings, inventions as one's own"**

If you have used an output created by AI technologies (eg ChatGPT, Bing Chat, Google Gemini, DALL-E) either as a source of information or in the development of your work, you must acknowledge this use fully and provide references. Your references should provide clear and accurate information for each source and should identify where they have been used in your work.

Many referencing styles do not yet currently have specific guidelines for citing generative AI. Guidance is rapidly changing as AI software becomes more prevalent. You may need to check with your tutor whether advice has changed before submitting your work.

Currently, content from generative AI is a non-recoverable source as it can't be retrieved or linked however, you can use Google Chrome's extension ShareGPT to generate a unique URL to use in your referencing (you'll need to restart Chrome for it to work).

Harvard Style In-text citation:

Rule: (Author, year)
Example 1: (OpenAI, 2023)   **Example 2**: (Google, 2023)

Note: for in-text citations, use the creator of the AI tool as the author eg OpenAI, and the year of the version of the AI model that you have used.

> **Harvard Style reference list entry - shareable URL generated by the AI tool:**
>
> **Rule**: Author (Year) *Title of software program* (Version) [Format], Publisher*, accessed Day Month Year. URL
>
> **Note: when the publisher and author name are the same, do not repeat the publisher name after the format, and instead move directly to the URL.*
>
> **Example**: OpenAI (2023) *ChatGPT* (May 24 version) [Large language model], accessed 26 June 2023.
> https://chat.openai.com/share/81f2e81f-f137-41b6-9881-39af1672ae3c

> **Reference list entry - non-shareable AI-generated content:**
>
> **Rule**: Author (Year) *Title of software program* (Version) [Format], Publisher*, accessed Day Month Year. Appendix.
>
> **Note: when the publisher and author name are the same, do not repeat the publisher name after the format, and instead move directly to the URL.*
>
> **Example**: Google (2023) *Bard* (2023.06.07 version) [Large language model], accessed 26 June 2023. See Appendix for text generated and prompt used.

It is good practice to include the full ChatGPT transcript as an Appendix.
For example:
- Prompts used with <AI name>: list prompts
- Output generated: Provide a copy of the output created
- The output was modified as follows: briefly explain the changes made
- Provide a reference

General acknowledgement that AI tools have been used in the creation of a work.
In some assessment tasks, you may be able to use AI tools for background research, or to generate an outline for your essay or report (you should follow your tutor's guidance before using any AI tools). In this case, rather than citing and referencing specific text generated by AI tools, you will need to provide a general acknowledgement within the body or methods section of your text to explain that an AI tool was used in the creation of your work. Include as much detail as possible, including how you used the AI tool, the prompt used, the date you used the tool, and the name, creator and version of the AI tool.

Example: On the 26th June 2023, I used the May 24 version of OpenAI's ChatGPT to perform background research by using the following prompt "explain the difference between deep learning and machine learning".

Other examples:
- I acknowledge the use of <insert name(s) and url> to generate information for background research and at the drafting stage of the writing process with the creation of an outline structure for this essay
- I acknowledge the use of <insert name(s) and url> to identify improvements in the writing style
- I acknowledge the use of <insert name(s) and url> as an information source to generate materials that were included within my final assessment in my own words
- I acknowledge the use of <insert name(s) and url> to create the images included in this presentation
- No content generated by AI technologies has been presented as my own work
- Describe how the information or materials were generated
- Provide a description of the prompt or question you used, the output generated, and how students modified the material for inclusion in their assessment.

1. Chichester College Group Academic Misconduct Policy 2023-24
   https://www.chigroup.ac.uk/docs/default-source/ccg-policies/higher-education-policies/he-academic-misconduct-policy-june-2022.pdf?sfvrsn=418a458d_4