Use of Artificial Intelligence (AI)/ChatGPT in Assessments

Guidelines for ākonga (learners)

BEFORE you use Generative Artificial Intelligence in your assessments, check your assessment instructions and check with your kaiako (teacher).

At Ara Te Pūkenga we strive to provide learning experiences which give you the best opportunity to gain employment once you graduate. That means we want to hear **your ideas** and **your voice** in the assessments you complete. However, anything we learn is based around, and built upon the great mahi (work) people have done before us. We need to **whakapapa** knowledge (in this context: know the origin of thoughts and ideas) and show **mana** (in this context: acknowledge sources and respect).

As part of your learning, we want to help you understand the ethical and effective use of AI. **Using someone else's ideas or words and presenting them as your own is considered academic misconduct**, often referred to as plagiarism. As an ākonga (learner), it's very important that you know:

1. What plagiarism is
2. How using Artificial Intelligence tools may be viewed as academic misconduct
3. How to avoid academic misconduct issues
4. What we do at Ara Te Pūkenga if we detect academic misconduct

1. What is plagiarism?

Plagiarism is using other people's research, work, ideas, or expressions without giving credit to them or acknowledging them as the source through proper referencing.

Referencing is an academic process of acknowledging someone else's ideas and working on your own work. Where to learn more about referencing:

- o A [quick guide to APA referencing](#) (Ara Academic Support)
- o [Getting set up for study: APA Referencing](#)
- o [Learning Services Workshop: Introduction to APA Referencing](#)
- o MyAra Academic Support- [Study Smart resources](#)(click on the Referencing tab)

2. How using Artificial Intelligence tools may be viewed as academic misconduct

Artificial Intelligence is around us in many useful forms. You may have seen it while using Grammarly, Siri or Google docs. Generative AI, for example, ChatGPT, is a large language model that produces content that imitates human writing. We know it is a powerful tool that has a significant role in the workplace and in education, so we can use it in a teaching and learning context.

However, it may be a significant breach of academic integrity **if you use AI to produce all or part of your assessment, especially if you claim the assessment as your own, original work**. AI is a type of third-party

assistance, (as is Contract Cheating *).   Unless stated in the assessment instructions, use of AI in assessments should be considered as '**not allowed'**.

3. How to avoid academic misconduct issues:

- Know where your ideas have come from. This means you know which are your own ideas, and if you are using someone else's idea, you know where you read or heard it.
- Ensure that you have referenced it correctly. If you are using someone else's idea, you need to reference it appropriately.
- Check if you should or should not be using AI in any of your assessments with your kaiako.
  - Pay careful attention to what you are **not** allowed to do. Do not assume that all courses will allow the use of AI assistance.
  - If use is allowed, ask your kaiako to explain their expectations about appropriate usage of any type of AI, and how to [reference ChatGPT](#) .

NOTE: You are at risk of accidentally committing academic misconduct if you submit work created by AI as your own. If you are unsure of how you can use it, check the assessment instructions, or check directly with your kaiako/teacher.

4. What we do at Ara Te Pūkenga if we detect academic misconduct

When your kaiako is assessing your work and thinks AI has been used contrary to their assessment instructions, they may want to discuss your sources of information with you. This could be to clarify the tool/s you used, how you used them, and to ensure this aligns with specific instructions for that assignment on use of Artificial Intelligence.

- Your kaiako might use Turnitin as a plagiarism detection tool. Turnitin can detect the use of AI and will highlight your use of AI to your assessment marker. Ask your kaiako about this.
- Consequences of academic misconduct and plagiarism can be found in your programme handbook.

* Contract cheating is a type of plagiarism when you get someone else to write your assignment for you (a friend, family member or even paying someone).

HELPFUL HINTS

- If you need more advice about quality sources and how to use them, contact [Learning Services](#) or a [Subject librarian](#) in the Ara Library website.
- Learn more about plagiarism and how to avoid it in your assignments [here](#).

Disclaimer: AI technology is rapidly evolving, so this information may change in near future to reflect new developments.

Guidelines adapted from Unitec- Te Pūkenga [Academic Integrity | Study Support | Current Students (unitec.ac.nz)](#)