



## Checklist (when AI inputs are authorized in your academic work):

- I engage in maintaining a fair and ethical learning environment at GIHE.
- I know if the use of AI is permitted - Always refer to the Project Outline and if unsure, ask your lecturer.
- I gave proper credit to AI-generated content – see [here](#) for more details on the APA format.
- I have gathered the details of my AI-generated inputs in the Appendix after my Reference list. This Appendix includes a brief description of how I have used the AI tools (generative, translation, paraphrasing, and others).
- I am familiar with the GIHE Policies and embrace the [principles of Academic Integrity](#).
- I am cautious about sharing personal data or sensitive information with AI tools.
- I am being critical of AI outputs and have identified and corrected any biased content.
- I am responsible for collecting and using any AI-generated content in my academic work.
- I am using AI-generated content responsibly by making sure I have the right to use or modify these materials respecting copyright and intellectual property laws.
- I am using AI-generated content ethically by not creating or disseminating content that promotes hate speech, discrimination, or any form of harm.
- I am being curious and continuously stay informed of new developments, ethical considerations and best practices surrounding the use of AI in education.
- I am open to learn how to use AI tools responsibly as they rapidly evolve.
- I take responsibility for my use of AI-generated content and understand the implications of using AI tools.
- I encourage my peers the fair and equitable use of AI tools and will report any unethical AI use among my peer to my lecturer or the relevant authority at GIHE.