



## 8 Practical (mostly) Easy Approaches for Using AI-Ethically a CSU Writes webinar with Dr. Kristina Quynn

1. **Start by considering your final output** (published article, submitted proposal, etc.) and plan to **disclose all AI use** either in your methods, references/citations, or acknowledgements.
2. **Track your AI use** throughout your project. Tracking is essential to creating transparency and trust in AI use. Plan to be able to prove and stand behind all representations (text, images, coded data) in your written submissions, including assertions, descriptions, data, evidence, analyses, sources, etc..
3. **Use AI with intention**, not as a default. By being intentional, you will select GenAI and other software with care and in alignment with your principles (approach #5) and with the guidelines set by publishers, funders, scholarly associations, and CSU. This approach is integrated into CSU Writes AI Compass and guidance: <https://csuwrites.colostate.edu/ai-guide/>
4. **Do your AI system homework** to understand the capabilities, pitfalls, hype, and ethical risks of the program in advance of use.
5. **Understand your AI-use principles.** These principles will be both common to the field and unique to your experience. As part of your AI-Use Compass, your principles will make it easy for you to decide when to use (or not use) GenAI or other Deep- or Machine Learning software in support of your development as a researcher/scholar and your contributions to your field.

*Example: "To help, or at least do no harm." Hippocrates (4<sup>th</sup> or 5<sup>th</sup> century BC)*

6. **Talk openly about AI-use, its impact on your field, its hype, its strengths/limitations.** Share how you use (or elect not to use) AI programs in your research/scholarship with colleagues, mentors, and others in your field of study. If you write in collaboration with co-authors or on a team, talk about AI use in the early stages of project conception, when divvying duties, and as you develop collaborative or co-author agreements. CSU Writes provides templates for many types of conversations: "Lab-AI Use Conversation and Development Guide," "Co-Author's AI-use agreement template," "Collaborative Teams AI-Use Agreement template," and an "AI Professional Development Planning Guide" at <https://csuwrites.colostate.edu/ai-guide/>
7. **Always be the "human in the loop"** (HITL). Being the HITL requires you to products and decisions to ensure safety, accuracy, and ethical compliance (Stanford HAI).
  - a. Avoid anthropomorphizing AI programs. Call them "programs," "systems," "software."
8. **Develop an AI-use compass** that aligns with your professional goals and that can inform your on-going AI professional development. <https://csuwrites.colostate.edu/ai-guide/>

## A Guided Reflection to Identify Your AI-use Principles:

This reflection is designed to help you better understand the principles that inform your field of study as well as those that guide you as an individual human being researcher/scholar. What you and your colleagues in your field deem essential and of value may seem abstract, but these principles have practical applications and concrete implications for your work.

Principles precede and inform our use of any form of emerging writing technology, from stone tablets to pencils and paper, to the printing press, digital media, and GenAI. (Believe it or not the pencil was a revolutionary and controversial technology at its advent in the 16<sup>th</sup> century.)

Note: to answer the “external” questions below, you will want to identify the guiding ethics and principles of your field by visiting relevant sites such as your scholarly associations, publishers, and CSU statements on research ethics and academic integrity.

1. **What are the principles or ethics that guide efforts in your field of study?** (Externally located principles and shared community norms of your field. *What informs, for instance, the imperative to responsible conduct of research?*)
2. **What principles or ethics guide you in your research/scholarly production?**
3. **List your top 5 professional development goals.** To identify those goals, you can ask yourself, “What do I want to do expertly and with confidence through my career?”
4. **Draft 3-5 principles to inform your decisions about and use of AI programs:**

*Example:*

Ethan Mollick's Principles	Dr. Quynn's AI Principles	Your Principles
<ol style="list-style-type: none"><li>1. Always invite AI to the table.</li><li>2. Be the human in the loop.</li><li>3. Treat AI like a person (but tell it what kind of person it is.)</li><li>4. Assume this is the worst AI you will ever use.</li></ol>	<ol style="list-style-type: none"><li>1. Be open to learning about AI to be an informed and agile scholar.</li><li>2. Be deliberate when deciding when (and when not) to use AI.</li><li>3. Recognize AI is not human but a reflection <b>system</b>.</li><li>4. Be open with others (transparent) about my AI use.</li><li>5. Reflect on and reassess AI use regularly to course-correct.</li></ol>	<ol style="list-style-type: none"><li>1.</li><li>2.</li><li>3.</li><li>4.</li><li>5.</li></ol>