ChatGPT Guidance for Instructors

WHAT IS CHATGPT?

ChatGPT is an **artificial intelligence (AI) tool** that uses natural language processing techniques to respond to user-generated prompts. While other chatbots are typically limited to pre-programmed responses, ChatGPT can produce original responses in real time. ChatGPT can generate everything from essays and emails to poems and lesson plans. It can revise text with improved grammar and spelling or modulate the style or tone of a provided set of text, as requested by the user. ChatGPT is just one of many generative AI tools.

ChatGPT may occasionally incorporate fabricated or incorrect information in its responses. Because of the way it operates, it is difficult to trace the source and provenance of information provided by ChatGPT (except when it is connected to the internet, e.g., Bing-integrated GPT). In addition, because ChatGPT was trained on a corpus of text that was originally written by humans, ChatGPT's responses may reflect the biases present in the text it was trained on.

TIPS FOR INSTRUCTORS

- **Talk to students about your expectations for academic honesty.** Many students who engage in academic dishonesty do so impulsively or without significant reflection on the choice. Anticipate this behavior by proactively engaging students in an open discussion about academic honesty in your course, including your expectations regarding ChatGPT. Remind students that they are required to follow UGA's Academic Honesty Policy and talk to your students about how that policy applies to your course. For example, is ChatGPT off-limits, sometimes OK to use, or always encouraged? See below for sample syllabus language related to ChatGPT, or explore the growing repository of classroom policies related to generative AI available here.

    Use of artificial intelligence or word mixing software to write your paper or disguise plagiarized work is considered unauthorized assistance in this course. Suspected unauthorized assistance, or other violations of UGA's "A Culture of Honesty," will be reported to the Office of Academic Honesty.

    Or:

We encourage you to use AI tools to explore the field and help you study. However, you must take full responsibility for any AI-generated materials you incorporate in your course products. If you include AI-generated materials in your course products, it should be cited like any other reference material. All information incorporated into course products must be verified, ideas must still be attributed, and facts must be true.

- **Do not rely solely on AI detector tools** (see the "Additional Resources" section at the end of this document for examples) to identify whether an assignment was created using generative AI**.** These tools can return false positives and fail to detect some AI-generated material. If you suspect a piece of work was completed using generative AI, carefully analyze the work. If you believe a violation of your course policies may have occurred, instructors should report the incident to the Office of Academic Honesty. A facilitated discussion will be scheduled for you to talk with the student about their process for completing the assignment and whether a violation occurred.

- **Consider the limitations of ChatGPT when designing course assignments.** As of August 1, 2023, ChatGPT (v3.5):

  - cannot access information that is not already included in its corpus. This includes text or internet resources generated after 2021, notes or other specifics from your course. However, GPT4 and other GPT integrated products do have access to more updated information.

  - cannot dissect or produce non-text-based responses, although other AI-generators can produce images and art.

  - may fabricate references (including contrived DOIs) when prompted to produce citations.

- Instructors might **deliberately ask students to engage with ChatGPT,** or other Generative AI tools, as an educational endeavor. For example, students might analyze how ChatGPT generates text for different audiences, attempt to find the original sources of text used to generate a particular ChatGPT response, compare and contrast ChatGPT output in response to various prompts, or improve upon a given ChatGPT prompt. If you decide to incorporate use of generative AI tools in your course, inform students how/whether you would like them to **document or cite their use of generative AI**. Discuss with students the importance of transparency and trustworthiness to the process of generating knowledge, the pursuit of a degree, and to the ideals of higher education.

- **If you ask your students to use ChatGPT, review the privacy policy and provide an opt out.** ChatGPT is currently released as a "free research preview," meaning that current use of the tool is helping to improve it for future use. OpenAI (the company that designed ChatGPT) collects data from its users which may also be shared with third party entities. If you plan to use ChatGPT in an educational

setting, it is recommended that you review the privacy policy and terms of use with your students, and provide them with the option to opt out (or alternate means to engage with ChatGPT output) if they do not feel comfortable having their data collected and shared as stated in these policies.

ADDITIONAL RESOURCES

The Homework Apocalypse (Substack post from Ethan Mollick, 7/1/2023)

Using AI to Implement Effective Teaching Strategies in Classrooms: Five Strategies, including Prompts (DOI: 10.2139/aarn.4391243, 3/17/2023)

Teaching: What you Need to Know about ChatGPT (Chronicle of Higher Education newsletter, 3/16/2023)

Teaching Writing in an Age of AI (Teaching in Higher Ed podcast with guest John Warner, 1/19/2023)

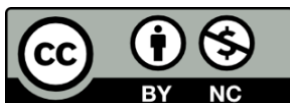ChatGPT is not all you need. A State-of-the-Art Review of large Generative AI models (DOI:10.48550/arXiv.2301.04655, 1/11/2023)

The Learning with AI Initiative (University of Maine, ongoing)

Growing collection of ideas for ChatGPT prompts (Github, ongoing)

ChatGPT: Understanding the New Landscape and Short-term Solutions (C. Alby, ongoing)

Chat GPT detectors: GPTZero, OpenAI Detector, AI Writing Check, GLTR, Turnitin's AI writing detection.