



Anglophone East School District

A Better Future... Through Quality Education

Anglophone East School District

Artificial Intelligence

Student Guide

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Students and Artificial Intelligence

Students are often the primary users of artificial intelligence, exploring its creative and conversational capabilities. With Anglophone East implementing approved AI platforms, students will increasingly interact with AI-generated content from their teachers and online resources. Given the diverse range of learners in our system, these guidelines aim to develop AI literacy skills for all K-12 students. The objective is to safely explore AI tools and harness them for positive outcomes.

Guide on the Side

- Use AI to support your learning and improve your work, but not to do the work for you. For example, AI can create personalized quizzes and flashcards based on the material you're studying. This can help reinforce your learning and identify areas where you need more practice.

Integrity

- Learners are expected to use AI responsibly.
- AI should not be used to create inaccurate, inappropriate, or misleading images or content.
- Seek guidance on when and how to use AI in class.

Checking with your teacher

- Not all assignments will be easier with AI or require its use.
- Check with your teacher to see if AI use is permitted for specific assignments.
- Consider how much of the work is being done by AI versus you.
- Unless otherwise stated by your teacher, AI use should be cited.

Misinformation

- When creating or viewing AI-generated materials, always check for mistakes.
- AI can produce biased, false, or inaccurate information.
- Sharing AI-generated images or content intended to mislead or deceive is considered inappropriate use.

AI Literacy

- It is important to understand how AI works and when it can be beneficial.
- Experiment with different generative AI tools to compare their similarities and differences.
- Protect your personal information when using generative AI.
- Learn to identify AI-generated content.

0. Non-Use:

- You do all of your work by yourself.
- You do not need to say that you didn't use AI.

1. AI Assisted Review:

- AI can help you improve your work, but you also need to add your own ideas.
- The teacher might ask you to explain how you used AI and provide a link to the tool you used.

4. Full use of AI, under human supervision:

- You can use AI for all of your work, but the teacher has to check what you do.
- The teacher may ask you to follow citation guidelines, explain in detail how AI was integrated throughout the work, and provide a link to the tool you used.

2. Idea Generation:

- AI can help you come up with ideas or organize your work.
- AI can inspire you, but it shouldn't develop ideas for you.
- The teacher might ask you to explain how you used AI and provide a link to the tool you used.

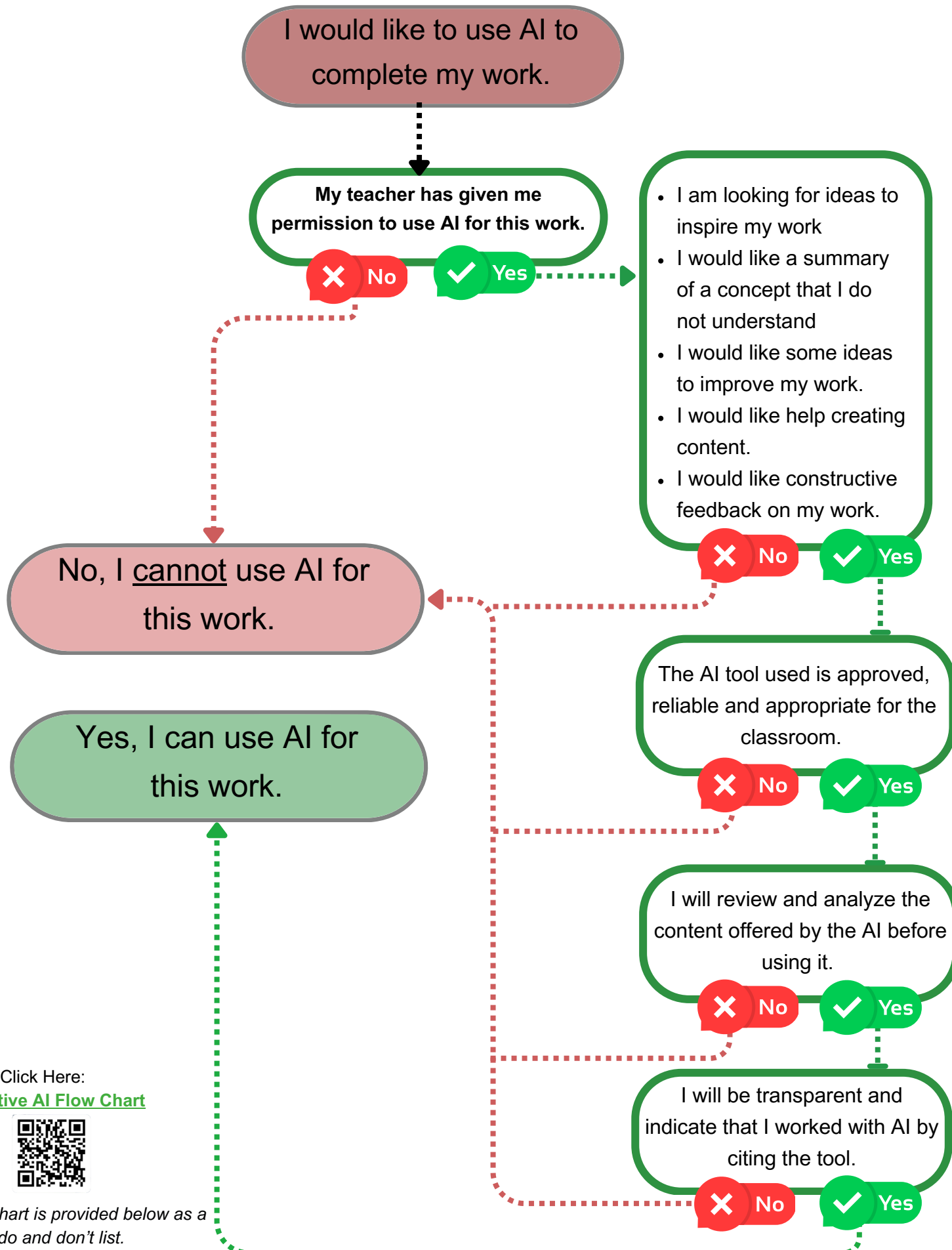
3. AI for Specific Tasks:

- AI can help you with some parts of your work, as directed by the teacher.
- The teacher might ask you to properly cite everything that AI did, explain the specific parts where the AI was used, and provide a link to the tool you used.

Acceptable Use Path of
AI for Students

Should I use AI?

A guide for students



Click Here:

[Interactive AI Flow Chart](#)



for Students:



• DO's •

- **Always ask your teacher for permission to use AI.**
- If your teacher has provided permission, you can use AI for finding inspiration for your work, summarizing concepts, creating content with guidance, and receiving constructive feedback on your work.
- It is important that you understand the concepts AI is producing to ensure you fully grasp the material and can apply it effectively.
- Always ensure that the AI tool is approved, reliable, and appropriate for the classroom.
- Always review and analyze the content generated by AI before using it.
- Always be transparent about using AI by citing the tool used.



• DON'Ts •

- **Do not use AI for your work without teacher approval.**
- Do not use AI in ways that are not suitable for the classroom.
- Do not use platforms that are not on the approved list.
- Do not accept AI-generated content without reviewing or analyzing it first.
- Do not present work created with AI as your own without indicating or citing the AI tool.



Artificial Intelligence Citation Examples

Microsoft Co-Pilot Example

To cite a conversational chatbot like ChatGPT or Microsoft Co-Pilot in a work and avoid plagiarism, proceed as follows (according to APA standards).

Citation

When referring to Microsoft Co-Pilot within the text of your work, you would format it like this:

- **Narrative citation:** Microsoft Co-Pilot (2024) enhances productivity and learning by providing AI-driven assistance.
- **Parenthetical citation:** AI-driven assistance can significantly enhance productivity and learning (Microsoft Co-Pilot, 2024).

Bibliography

Microsoft Co-Pilot. (2024). Microsoft Co-Pilot: Enhancing productivity and learning. Microsoft. Retrieved from <https://www.microsoft.com/copilot>

Image Generator Example

There are currently no official rules for citing multimedia content (images, audio, video, etc.) generated by artificial intelligence. However, several suggestions based on APA standards have been proposed.

Citation

(Image generated by CANVA using the request “____.”)

Bibliography

Canva. (2023). Image Generator (version 2) [Image Generator]. Canva.com

Additional Tips

- Teachers may choose to suggest to students to include a statement if they used AI on their assignments. This practice helps maintain transparency and academic integrity. For example, students might be asked to include a brief reflection on how they used AI, how it contributed to their work, and what they learned from the process. This ensures that the use of AI is acknowledged and appropriately integrated into their academic work.
- Suggest to students that they briefly describe the prompt used to generate the AI response, which helps readers understand how the information was obtained.
- Suggest to students that they include the full transcription of the conversation with the AI in the annexes if it is particularly relevant to the work. Mention this annex in the text, for example: (OpenAI, 2023; see Annex A for the full transcription).



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