

WPS Guidance for Citing Use of AI

WPS Statement on Citing Work Involving Artificial Intelligence

The Winchester Public School System recognizes the increasing role of artificial intelligence (AI) in academic research and acknowledges the importance of properly crediting the use of AI tools and algorithms in scholarly work.

It is imperative to include clear and accurate citations for any AI-generated content or work utilizing AI tools to ensure proper attribution and intellectual integrity. Failure to appropriately acknowledge the use of AI may constitute academic dishonesty. Students and educators should:

- Cite a Generative AI Tool: Whenever paraphrasing, quoting, or incorporating into their own work any content (whether text, image, data, or other) that was created by a generative AI tool, proper citation should be provided.
- Acknowledge Functional Uses: Acknowledge all functional uses of the AI tool, such as editing prose or translating words, in a note, the text itself, or another suitable location.
- Vet Secondary Sources: Take care to vet the secondary sources cited by the AI tool to ensure credibility and accuracy. This includes verifying the reliability of sources referenced within AI-generated content.

If traditional citations are not required, but any form of AI assistance was used, it is recommended to include in the disclosure statement how AI was used (brainstorming, outlining, feedback, editing, etc). Disclosure statements can be included in an "AI Credits" section at the end of the work or within the text, beneath an image, etc. as appropriate.

Example disclosure statements:

- “Created by John Doe with editing assistance from ChatGPT”
- “I used Google Gemini to help me brainstorm ideas for my project.”
- “I used ChatGPT to help me organize my thoughts into a finished product.”
- “Image created in partnership with Adobe Firefly. Prompt: ‘create a cartoonish image of a bored frog on a lily pad, surrounded by cattails. 16:9. Make it bright and colorful so that young children would enjoy it.’”

Formal Citations:

When creating a formal citation following the guidelines set forth by the Modern Language Association (MLA) for work that involves artificial intelligence, students and educators are encouraged to adhere to the following format:

- Author(s). "Title of Work." Name of AI Tool, Version, Publisher, Date, URL.
- For works produced by AI systems without explicit human authors: Title of Work. Name of AI Tool, Source, Version, Publisher, Date, URL.
- Author: Generative AI tools should not be treated as authors, aligning with established policies from publishers like the MLA's journal PMLA.
- Title of Work: Include the title of the product if applicable.
- Name of AI Tool: Name the specific AI tool used, such as ChatGPT.
- Source: Describe the content generated by the AI tool, incorporating information about the prompt if not included in the text.
- Version: Specify the version of the AI tool utilized. For instance, if using ChatGPT 4.0, include the version to accurately identify the tool.
- Publisher: Identify the company responsible for developing the AI tool.
- Date: Provide the date when the content was generated by the AI tool.
- Location: Include the general URL for the AI tool.

Examples of Citations:

- For paraphrased or quoted text: "Text of your paper..." (ChatGPT, version 4.0, OpenAI, 2024, chat.openai.com).
- For an image generated by ChatGPT: "Image Title," ChatGPT, version 4.0, OpenAI, 2024, chat.openai.com.

This statement serves to underscore the Winchester Public School System's commitment to promoting academic honesty and integrity while embracing and empowering the use of emerging technologies in scholarly endeavors.

It's important to note that the MLA template of core elements offers flexibility in citation. For further guidance on citing AI-generated work in MLA format, students and educators are encouraged to consult the MLA Handbook or seek assistance from their instructors.