

Guidance for students on the use of AI in class and for exams

Generative AI in class

It will appear from the subject descriptions for the courses if generative AI is not permitted to be used. There may, for example, be cases where the use may be inappropriate for the learning process or in relation to the learning objectives. Generative AI can for example be, ChatGPT, Gemini, Bing Chat or image-generating platforms.

Generative AI can be useful in connection to your learning, for example in relation to:

- Review and feedback on text/language.
- Structuring ideas or content
- Summarizing large amounts of information
- Brainstorming and idea generation
- As an opponent
- Illustration in connection with assignment work

If you are allowed to use generative AI in assignments, you must state why, where and in what ways you have used generative AI. This applies, for example, when you:

- Are rewriting text that a generative AI service has written (paraphrasing)
- Quote or use content created by generative AI in your work (text, images, sound, data, video or other)
- Are using tools, for example to generate ideas, transcription, or literature search.

13.05.2024

Side 1 / 2

It is important that you always clearly declare if something is fully or partially provided using AI tools, and that you explain and argue for and reflect on the use. It can, for example, be part of methodological considerations.

You must quote correctly and follow the rules of good academic practice if you use AI-generated text – just as you must with all other texts prepared by others. See guidance:

<https://bibliotek.dmjx.dk/hjaelp-og-vejledning/saadan-laver-du-litteraturhenviisninger/>

When should generative AI be used?

In many courses, you as a student will experience that you continuously have a dialogue in class about how and whether AI can be used in the course. It is generally important that you constantly consider whether it is a good idea to use AI in your courses. AI has both strengths and weaknesses. Listed below are good things to remember when using AI:

- Be critical of AI outputs. AI does not guarantee accuracy, so the results are not always reliable or relevant.
- Acknowledge that AI can be biased. Consider the outputs and be critical.
- Avoid using mainstream AI tools, such as ChatGPT or Bard, for article search. They tend to combine different articles and form a source.
- Remember, you are the student, not the AI. The Intellectual work must come from you. AI should only be seen as a helping tool.
- Be aware of whether there are copyright issues in the material that you use in prompts.

How your personal data is processed by AI

When you use generative AI and other online services, the provider of the service will process your personal data. It can, for example, be the information you provide yourself when creating an account, but it can also be information that is more hidden, e.g. your location, which website you are using, etc. When you use generative AI, you must be aware that the

supplier of the generative AI often will transfer your information to countries outside the EU/EEA, such as e.g. USA, and your information will therefore not be protected by the EU GDPR regulations. The further transfer of your information applies to both your own information and the input you upload to the generative AI.

DMJX cannot be held responsible for your use of generative AI.

Since ChatGPT and similar generative AI services are not approved by DMJX in relation to data processing, your teacher cannot require you to use them in your courses but may recommend it. ChatGPT is currently not GDPR approved.

DMJX licenses Microsoft's Bing Chat Enterprise, where the information you enter is not passed on or used to train the language model. This only applies if you log into the service with your DMJX mail.

How are your inputs processed by AI services?

Generative AI services can incorporate the information you share with the service and use this to build knowledge. Your information thereby helps to create AI, and the information that you have provided can be passed on to the next user of the service. Therefore you may only share information with the AI service that has been published or that you would like to be published.

You may never share other people's personal data (e.g. name, gender, age, police conviction, etc.) in generative AI services, as you will be the data controller for the processing of this personal data, and you will have to comply with the GDPR regulations. You may also not share confidential information with AI services, for example information from a company you have worked with.

13.05.2024

Side 2 / 3

Use of AI images, video, and audio

If you use generative AI services to produce images, video, or sound, you must be aware of the license types that applies to their use. You must also include the necessary information about the license types.

When using AI-generated images, video, and sound, you must, as when using texts, make sure that there is a correct source indication.

Copyright and AI

Generative AI uses large amounts of data collected from other sources. The data on which the AI system is based is not necessarily publicly available and the data can therefore be copyright protected. You cannot be sure whether the material generated by AI, including AI-generated images, video, or sound, may be used commercially without permission from the creator. If you use material that is protected by copyright or made available under a specific right of use, this may be a violation of copyright.

Generative AI for exams: written exams, assignments, and projects

It will be evident if it is permitted to use generative AI in connection with written exams or oral tests. This also applies to written field tests/oral tests, where all tools are permitted.

It is permitted to use generative AI in connection with assignments and projects, including final projects, if you follow good academic practice as described above. If you copy a text produced by generative AI and present it as something you made yourself, it is considered cheating within the current set of rules for exams and writing assignments.