

## Guideline for the use of Artificial Intelligence (AI)-supported tools in teaching

The easy accessibility of AI-supported tools enables the productive use of these tools in teaching, but also places new demands on students' and teachers' skills and on didactic concepts. AI tools can provide support in various phases of the writing process, from spelling correction, translation and stylistic revision to the generation of texts, code and images. The existence of generative AI systems poses challenges, however, particularly when it comes to carrying out fair, valid and reliable performance assessments. It must, therefore, be ensured that students' professional competences continue to be validly assessed and evaluated by teachers.

This guideline from the Rectorate of Graz University of Technology is intended to provide guidance for teachers and students on the use of AI-supported tools in teaching.

A thoughtful and responsible use of AI-supported tools and the artefacts generated by them, which takes into account the ethical principles of scientific work, is in any case a mandatory requirement.

The following aspects must be considered when using AI-supported tools in teaching at TU Graz:

- **General use:** Students may generally use AI-based tools and Large Language Models (LLMs) such as DeepL, Grammarly and LanguageTool exclusively for spell-checking, translation, and stylistic-grammatical improvement of their own texts. In any case, students are responsible for the accuracy and originality of the content they create.
- **Information from teachers to students:** Teachers can authorise or restrict the use of AI-supported tools in teaching beyond this. The planned use of AI-supported tools must be announced in the course description in TUGRAZonline BEFORE the start of the semester<sup>1</sup>. The course instructor or thesis supervisor decides when and for what purpose AI-supported tools (may) be used and informs the students accordingly.
- **Examinations:** AI tools during an examination are considered unauthorised aids within the meaning of the Excerpt of Statutes: Plagiarism <sup>2</sup>unless they have been explicitly permitted.
- **Compliance with good scientific practice:** The user of AI-supported tools is always ultimately responsible for their use and must ensure compliance with the principles of good scientific practice<sup>3</sup>. This means that both teachers in the teaching setting and students in examinations and written work (e.g. academic and artistic theses, seminar papers and submissions, bachelor papers, and academic and artistic work as part of courses) are subject to the **labelling**

<sup>1</sup> In accordance with § 76 para. 2 [UG](#) in conjunction with § 21 of the [Excerpt of Statutes: Legal Regulation for Academic Affairs of Graz University of Technology](#).

<sup>2</sup> In accordance with § 11 para. 2 [Excerpt of Statutes: Plagiarism](#)

<sup>3</sup> OeAWI (2015), [Guidelines of the Austrian Agency for Research Integrity on Good Scientific Practice](#) (ger), retrieved on 19 January 2024.

**obligation**<sup>4</sup> when using AI-supported tools and are responsible for ensuring compliance with the legal regulations and the UNESCO recommendations on the ethical use of AI<sup>5</sup>. Teachers can ask students to describe the way in which AI tools are used. Students are requested to ask the course instructor or supervisor if there are any uncertainties regarding the permissibility and labelling of the use of AI-supported tools.

- **Data protection:** Among other things, many AI tools collect personal data (both with and without explicit consent) and potentially make this data available to third parties. It is recommended not to enter any personal data. In this context, teachers must take the following things into account when using AI tools in teaching: (1) Students must not be forced to use AI tools personally if this requires the transfer of personal data. (2) Students must not suffer any disadvantage if they do not wish to use AI tools that process personal data.

Please also refer to the FAQs and further information on [ki.tugraz.at](https://ki.tugraz.at) and [TU4U](https://tu4u.tugraz.at).

<sup>4</sup> The unmarked use of AI for the purpose of passing off work as one's own is not permitted and will be treated as academic misconduct in the degree programme and the associated consequences. Examples of citation and labelling suggestions in TU4U.

<sup>5</sup> [Recommendations on the Ethics of Artificial Intelligence](#), retrieved on 19 January 2024.