

***The Institute of Maltese Studies is sharing these guidelines for its students to follow in relation to using Generative AI in one's work.***

***The Department of Biology is the author of this document.***

### **Using Generative AI in your work**

In line with the UM Guidelines on the use of AI tools in Class and Assessments, kindly note the following:

- (1) The use of Generative AI tools to prepare any aspect of your work, should be in line with any specific instructions you received from your supervisor.
- (2) The use of any Generative AI tools should be declared, and you are expected to disclose which AI tool has been used (including version) and the purpose that it was used for. Not disclosing this information will be considered as plagiarism.
- (3) All intellectual input must be your own and to use AI software to generate such input, even if disclosed, is not permitted, unless explicitly approved by the Board of Examiners.

**Can I use AI?** while AI can contribute intellectually to the writing process, you remain fully responsible for the originality, validity, and integrity of the content of your work. AI technology can still be used when writing your report, however, you are required to be fully transparent about which tools were used, and to describe in detail how the tools were used, in the “Materials and Methods” section (or equivalent) of your report.

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### **Acceptable uses of generative AI in your work:**

**Grammar and Style Checking:** Using AI tools like Grammarly or ChatGPT for proofreading to correct grammar, punctuation, and stylistic errors.

**Generating Ideas and Outlines:** Using AI to brainstorm ideas, structure arguments, and create an outline for the report.

**Data Analysis Assistance:** Using AI tools to perform data analysis, such as statistical analysis, data visualisation, and coding assistance in languages like Python or R.

**Literature Review Support:** Using AI to help summarise large bodies of text, identify key themes, or find relevant literature. Examples: (a) the use of specialised tools such as Elicit (<https://elicit.com/>) and Consensus (<https://consensus.app/>) to assist in literature searches;

(b) formatting and organisation of bibliographic lists (e.g. converting an unformatted list of references to APA 7th Edition style).

**Clarity and Simplification:** Using AI to rephrase complex sentences for clarity without altering the scientific meaning.

**Feedback on Drafts:** Using AI to receive feedback on drafts, focusing on coherence, flow, and logical structure.

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**The following uses are not acceptable:**

**Generating Original Content:** using AI to write large sections or the entirety of the text, as this undermines academic integrity and originality.

**Plagiarism:** copying text generated by AI without proper attribution, which can result in unintentional plagiarism.

**Automating Critical Analysis:** relying on AI to perform the critical thinking, analysis, or interpretation of results that are essential to the report-writing process.

**Misleading Representations:** presenting AI-generated content, such as literature reviews or summaries, as if it were a product of the student's original work and insight.

These guidelines ensure that AI serves as a supplementary tool rather than replacing the critical thinking and originality expected in academic research.