

# How to write a six-step Generative Artificial Intelligence (GAI) Statement

A [Statement of Authorship](#) must be included with every submitted assessable piece of work. For transparency, you may choose to add a written statement which details your use of Generative Artificial Intelligence (GAI) software. You do not have to include a written statement unless instructed by your educator. Should you choose to include a statement, refer to the [sample statements](#) or use the six-step GAI statement below.

Please approach the use of GAI with caution, recognising both its risks and the opportunities for learning. Visit AI@Bond for [more information on GAI](#).

## Follow the six steps:

1. Acknowledge the tool/s you have used.
2. Explain the purpose for which each one was used.
3. List the prompts you used to generate the material.
4. Include a copy of the material generated by the GAI tool.
5. Explain how you validated and adapted the material generated by the GAI tool.
6. Confirm that all additional source materials used in the creation of your submission are included and detailed in the reference list provided.

## The six step GAI template (copy and paste this template into a new document)

I declare that I am the author of this assessment. The lead educator gave written permission to utilise Generative Artificial Intelligence (GAI) this assessment submission.

1. I acknowledge the use of \_\_\_\_\_ (for example, ChatGPT, QuillBot; beautiful.ai; DALLE-2) in the preparation of this assessment item.
2. This information was used \_\_\_\_\_ (for example, in the initial scoping of the topic; to complete an initial literature review; to debug code; to improve grammar and writing structure, or copy and paste the instructions given by your educator)
3. The following prompts were inputted into the GAI tool:
  - a. Tool: \_\_\_\_\_ Prompt: \_\_\_\_\_
  - b. Tool: \_\_\_\_\_ Prompt: \_\_\_\_\_ etc.
4. A copy and paste of the material generated by each GAI tool is included with this statement and clearly labelled with the prompt and GAI tool in case.
5. I validated and adapted the material generated by GAI by \_\_\_\_\_ (for example, using additional source material to expand upon the initial information).
6. All additional source materials used in the creation of this submission are included and detailed in the reference list provided.

Name \_\_\_\_\_ Signature \_\_\_\_\_

Student ID \_\_\_\_\_ Date \_\_\_\_\_

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