

	AI Design Guidelines		Example Applications of Guidelines
Initially	G1	Make clear what the system can do. Help the user understand what the AI system is capable of doing.	[Activity Trackers, Product #1] “Displays all the metrics that it tracks and explains how. Metrics include movement metrics such as steps, distance traveled, length of time exercised, and all-day calorie burn, for a day.”
	G2	Make clear how well the system can do what it can do. Help the user understand how often the AI system may make mistakes.	[Music Recommenders, Product #1] “A little bit of hedging language: ‘we think you’ll like’.”
During interaction	G3	Time services based on context. Time when to act or interrupt based on the user’s current task and environment.	[Navigation, Product #1] “In my experience using the app, it seems to provide timely route guidance. Because the map updates regularly with your actual location, the guidance is timely.”
	G4	Show contextually relevant information. Display information relevant to the user’s current task and environment.	[Web Search, Product #2] “Searching a movie title returns show times in near my location for today’s date”
	G5	Match relevant social norms. Ensure the experience is delivered in a way that users would expect, given their social and cultural context.	[Voice Assistants, Product #1] “[The assistant] uses a semi-formal voice to talk to you - spells out ‘okay’ and asks further questions.”
	G6	Mitigate social biases. Ensure the AI system’s language and behaviors do not reinforce undesirable and unfair stereotypes and biases.	[Autocomplete, Product #2] “The autocomplete feature clearly suggests both genders [him, her] without any bias while suggesting the text to complete.”
When wrong	G7	Support efficient invocation. Make it easy to invoke or request the AI system’s services when needed.	[Voice Assistants, Product #1] “I can say [wake command] to initiate.”
	G8	Support efficient dismissal. Make it easy to dismiss or ignore undesired AI system services.	[E-commerce, Product #2] “Feature is unobtrusive, below the fold, and easy to scroll past...Easy to ignore.”
	G9	Support efficient correction. Make it easy to edit, refine, or recover when the AI system is wrong.	[Voice Assistants, Product #2] “Once my request for a reminder was processed I saw the ability to edit my reminder in the UI that was displayed. Small text underneath stated ‘Tap to Edit’ with a chevron indicating something would happen if I selected this text.”
	G10	Scope services when in doubt. Engage in disambiguation or gracefully degrade the AI system’s services when uncertain about a user’s goals.	[Autocomplete, Product #1] “It usually provides 3-4 suggestions instead of directly auto completing it for you”
	G11	Make clear why the system did what it did. Enable the user to access an explanation of why the AI system behaved as it did.	[Navigation, Product #2] “The route chosen by the app was made based on the Fastest Route, which is shown in the subtext.”
Over time	G12	Remember recent interactions. Maintain short term memory and allow the user to make efficient references to that memory.	[Web Search, Product #1] “[The search engine] remembers the context of certain queries, with certain phrasing, so that it can continue the thread of the search (e.g., ‘who is he married to’ after a search that surfaces Benjamin Bratt)”
	G13	Learn from user behavior. Personalize the user’s experience by learning from their actions over time.	[Music Recommenders, Product #2] “I think this is applied because every action to add a song to the list triggers new recommendations.”
	G14	Update and adapt cautiously. Limit disruptive changes when updating and adapting the AI system’s behaviors.	[Music Recommenders, Product #2] “Once we select a song they update the immediate song list below but keeps the above one constant.”
	G15	Encourage granular feedback. Enable the user to provide feedback indicating their preferences during regular interaction with the AI system.	[Email, Product #1] “The user can directly mark something as important, when the AI hadn’t marked it as that previously.”
	G16	Convey the consequences of user actions. Immediately update or convey how user actions will impact future behaviors of the AI system.	[Social Networks, Product #2] “[The product] communicates that hiding an Ad will adjust the relevance of future ads.”
	G17	Provide global controls. Allow the user to globally customize what the AI system monitors and how it behaves.	[Photo Organizers, Product #1] “[The product] allows users to turn on your location history so the AI can group photos by where you have been.”
	G18	Notify users about changes. Inform the user when the AI system adds or updates its capabilities.	[Navigation, Product #2] “[The product] does provide small in-app teaching callouts for important new features. New features that require my explicit attention are pop-ups.”

Table 1: Our 18 human-AI interaction design guidelines, roughly categorized by when they likely are to be applied during interaction with users, along with illustrative applications (rated as “clearly applied” by participants) across products tested by participants in our user study.