



Entertainment Technology

Section Name: H01

Credit Hours: 3.00

Course Hours: 3.00

Mode of Instruction: Hybrid Synchronous

Meeting Details: 11:30AM-02:00PM OL-01, Monday 11:30AM-02:00PM V-V-103B

Course Instructors

David B Smith

Email: dsmith@citytech.cuny.edu

Phone Number: 718-250-4982

Office Hours

3:00-4:00 Monday, 12:00-1:00 Wednesday, and by appointment

Office Location

LG-038

Zoom Office 649-104-8253 Passcode 'Advise'

Student Hours

Virtual Office:

649-104-8253 Passcode 'Advise'. By Appointment and on alternate weeks for M and W dates

In-Person:

Open Hours:

Monday: 2:30-4:00 LG38 on most Mondays, Zoom otherwise

Wed: 12:00 - 1:00 on many Wednesdays, Zoom otherwise.

Other times by appointment.

Git-Hub

This Course will be managed from the Course's GitHub site which can be found here:

[**https://github.com/entertainmenttechnology/Smith-MTEC3501-H1-2025F**](https://github.com/entertainmenttechnology/Smith-MTEC3501-H1-2025F)

Course Coordinator

I am the course coordinator

Course Description

Students dedicate 3 classroom hours and 6 independent study hours per week to begin the process of producing a capstone project, suitable for use as a portfolio item in applications for graduate school or professional employment. Projects may be undertaken individually or in small groups. Students develop their ideas, research prior art, break down proposed work into a sequence of executable components with estimated times-to-completion, iterate through prototypes, and document their work. This course is a prerequisite for ENT 4501, ?Culmination Project,? in which students finalize and present the work begun in Culmination Project Development. Ideally, students will take the two courses consecutively. For hybrid and online sections, minimum technology requirements are a working camera and microphone. Students are to switch both on at the instructor's

request.

Pre-requisite of a completion of two sections of ENT 3106 is required.

Detailed Description

This section of Culmination Preparation expands beyond the basics of project planning and content creation, and also embeds **GitHub workflows**, the **Balanced Blended Space (BBS) framework**, and **collaborative AI practices** into the development process. Students not only advance their culminating project proposals but also:

- Gain hands-on experience using **GitHub** for both **code development** and **project management** (issues, milestones, project boards).
- Develop **situational awareness** of how projects exist in **blended spaces** (physical, virtual, conceptual) using the BBS framework.
- Map project environments through **mediation pathways** (Source–Vector–Destination).
- Integrate **collaborative AI tools** for ideation, research, design, prototyping, and assessment while documenting their role transparently.
- Explore how individual work may connect to **CHI meta-projects** (such as Blended Shadow Puppet, UNESCO world-building, and BRPS). Participation in these larger initiatives is always **voluntary**—there is no pressure to do so—but the opportunity to link individual projects to broader interdisciplinary research may be especially rewarding.

By the end of the semester, students must **make a proof-of-concept prototype** and also **present/publish** their work: a 10-minute juried presentation, a well-organized GitHub repository, and supporting documentation.

Laptop Requirement

All students must have a laptop suitable for performing classwork. Faculty may request that students bring laptops to in-person classroom sessions. See the Entertainment Technology Department [web page](#) on the City Tech website for recommended specifications.

Required Software

Software:: GitHub Desktop

Link:: <https://desktop.github.com/download/>

Software:: Zotero Desktop

Link:: <https://www.zotero.org/>

Software:: Visual Studio Code

Link:: <https://code.visualstudio.com/>

Learning Outcomes

Course Learning Outcomes

For the successful completion of this course, the student should be able to:	Evaluation methods and criteria :
Employ industry standard brainstorming and ideation techniques, both alone and in groups.	Class activities, presentations, GitHub issue tracking, and iterative design documents reviewed during critique.
Produce clear, organized, and version-controlled design documentation.	GitHub repository updates, version-controlled design documents, and documentation submitted for demonstrations.
Give and receive feedback on creative project ideas.	Structured group critique sessions, both verbal and written.
Conduct effective precedent research with proper citation and critical evaluation of sources.	Documented precedent studies and proper citation in GitHub-hosted research summaries using Zotero.

SECTION-SPECIFIC LEARNING OUTCOMES

In addition to the general learning outcomes as developed for all sections of this course, this will delve into some more specialized areas as delivered in this course.

This set of outcomes is designed around the six stages of any project. These are important parts of iterative design, and we will be seeing these stages at both micro and macro levels during this class.

Section-Specific Learning Outcomes: Detailed

Learning Outcome	Assessment Measure
Speculate Generate speculative ideas and explore imaginative possibilities for project development, including a Climax Version : the wildest, most expansive vision of the project's potential. Contribute to brainstorming by expanding on others' ideas, while also receiving and integrating speculation from peers into one's own project. Define a set of staged deliverables: a Climax Version (visionary), a Least Viable Product (targeted for completion in ENT 4501), and a Proof of Concept (demonstrated this semester).	Participation in collaborative speculation sessions and documentation of idea development. Documentation of speculation in GitHub issues, brainstorming logs, and AI reflections. Evidence of mutual idea exchange and integration documented in design files. Clear articulation of staged deliverables in proposals and GitHub documentation.
Research Document research effectively through GitHub journaling (issues, commits, and markdown logs) and version control, while ensuring proper citation practices.	Review of research logs, GitHub version control histories, and adherence to academic citation standards. Submission of detailed research summaries and integration of findings into project proposals.

Learning Outcome	Assessment Measure
<p>Conduct Precedent Research: investigate cultural, historical, artistic, and scholarly sources with proper citations (e.g., Zotero).</p>	<p>Evidence of contextual grounding in project proposals and documentation.</p>
<p>Conduct Technical Research: explore tools, workflows, and feasibility through hands-on trials, GitHub productivity tools, and AI-assisted analysis.</p>	<p>Evidence of technical experimentation, feasibility notes, and integration of findings into project planning.</p>
<h3>Design</h3> <p>Apply best practices in design documentation, incorporating digital collaboration platforms and version-controlled systems to ensure transparency and iterative development.</p>	<p>Creation and submission of well-organized project documentation with proper use of collaboration tools.</p>
<p>Create comprehensive project proposals that integrate iterative research, prototyping methodologies, and technology-driven innovation.</p>	<p>Evaluation of project proposals during midterm and final panel presentations.</p>
<h3>Produce/Make</h3> <p>Achieve proficiency in modern version control (e.g., GitHub) and project management tools, incorporating AI-enhanced planning and tracking systems.</p>	<p>Demonstrated use of version control and project management platforms in documented project workflows.</p>
<p>Develop and showcase a functional, testable prototype or Proof of Concept that demonstrates technical competency and feasibility.</p>	<p>Faculty assessment of prototypes and documentation.</p>
<p>Create and maintain documentation artifacts (e.g., timeline, budget, design files, mediation diagrams) as part of the making process.</p>	<p>Functionality and innovation of proof of concept documented in GitHub and demonstrated live.</p>
<h3>Present/Publish</h3>	<p>Documentation made during project production and uploaded to GitHub.</p>
	<p>Quality of feedback provided to peers and incorporation of</p>

Learning Outcome	Assessment Measure
<p>Prepare, rehearse, and deliver a 10-minute juried presentation defending the project proposal, supported by the proof of concept and GitHub repository.</p>	<p>feedback into personal project revisions.</p>
<p>Finalize and publish the project documentation: polished README, organized logs, mediation diagrams, and AI reflections.</p>	<p>Evaluation by faculty jury of presentation clarity, engagement, and defense of feasibility.</p>
<p>Develop skills in providing and incorporating structured feedback, leveraging peer collaboration and AI-driven analysis tools.</p>	<p>Submission of final organized GitHub repository and presentation materials.</p>
<p>Assess</p>	<p>Peer and faculty evaluation of feedback clarity and integration.</p>

Document efforts systematically through the six stages of a project—Speculate, Research, Design, Produce, Present/Publish, and Assess—utilizing modern tools to streamline the process and ensure reflective learning.

COLLABORATIVE AI LEARNING OUTCOMES

Collaborative AI (CAI) is introduced in this course as part of the broader Balanced Blended Space Meta-Project, which emphasizes how Cognitive and Computational intelligences work together within Blended Space. Students explore AI as both a tool and an active collaborator in each phase of the project

Collaborative AI Learning outcomes and assessment

Collaborative AI Outcome	Assessment Measure
<p>Demonstrate the ability to treat AI as a collaborative partner in all phases of project development rather than as a passive tool.</p>	<p>Documentation of AI contributions in GitHub issues, commits, and reflections.</p>

Collaborative AI Outcome	Assessment Measure
Experiment with AI-assisted speculation , expanding the scope of creative brainstorming and recording how AI ideas are accepted, modified, or rejected.	Speculation logs and AI reflections uploaded to GitHub.
Conduct AI-supported research , including literature review, technical feasibility, and precedent analysis, while critically evaluating AI-suggested sources.	Research summaries noting AI involvement and final curation decisions.
Apply AI in design documentation and prototyping , testing how AI can accelerate workflows while remaining transparent about its limitations and the human role in oversight.	Iterative design files and mediation diagrams annotated with AI usage.
Use AI during production and documentation , including scheduling, budgeting, and drafting artifacts, ensuring that AI outputs are critically reviewed and integrated with human decisions.	Project documentation (timeline, budget, design) showing both AI draft and human-curated versions.
Integrate AI into presentation preparation , such as brainstorming slide structures, drafting outlines, or practicing delivery feedback, while retaining human control over final expression.	Presentation materials with explicit notes on AI contribution and revision.
Reflect on the evolving ethics of human-AI collaboration , especially within creative and scholarly contexts.	Submission of final AI reflection essay as part of comprehensive documentation.

General Education Learning Outcomes

General Education Learning Outcomes

For the successful completion of this course, the student should be able to:	Evaluation Criteria
Use creativity to solve problems.	Presentation of solutions in class demos, project critiques, and documentation of problem-solving iterations.
Communicate using written, oral, and visual means.	Written project proposals, oral class presentations using a variety of productivity tools, and visual design documents hosted on

<p>For the successful completion of this course, the student should be able to:</p>	<p>Evaluation Criteria</p>
	GitHub.

Grading

Assessment	Grade Weight/ Points
Grade Breakdown	
Project proposal, including detailed description, required resources (equipment, personal, technical research materials, etc.), process methodology, timeline, and deliverables/deliverable distribution targets	50%
Project Oral Presentation	25%
Project design documentation and evidence of use of issues, milestones, version control etc.	25%

AI Statement

All borrowed text, code, or media used for this course must be attributed to the original creator, whether human or AI. Any direct text quotes from another source must be specified with quotes and appropriately cited. Code borrowed from another source at more than four lines in length must be attributed as a comment within the code itself. If you are unsure of whether or not your work may constitute plagiarism, please check with your instructor before submitting. Any instance of plagiarism will be reported to the MTEC Program Director, Chair of ENT, and City Tech's Academic Integrity Officer.

For more information (as well on guidance on how to cite AI), please visit:

[City Tech's AI Guidance](#)

Grading Schema

Letter Grade	Numerical Grade Range
A	93 - 100
A-	90 - 92.9
B+	87 - 89.9
B	83 - 86.9
B-	80 - 82.9
C+	77 - 79.9
C	70 - 76.9
D	60 - 69.9
F	59.9 and below

Course Schedule

Weekly Schedule (subject to change)

Week	Modality	Date	Topic	Assignments / Deliverables
Week 1	ZOOM Storm	1/26	Orientation: Course overview and six stages (Speculate, Research, Design, Produce, Present/Publish, Assess). Intro to BBS and situational awareness. Mediation pathways. GitHub introduction. Collaborative AI and CHI overview. Practicum exercise.	Speculative seed idea in class Speculative reflective essay assigned Onboarding assignment

Week	Modality	Date	Topic	Assignments / Deliverables
Week 2	In Person (Adjusted 2/2 due to Storm)		Speculation → structured brainstorming. GitHub and Zotero onboarding Precedent research methods. GitHub skill: creating issues and applying labels.	Speculative proposal uploaded to repo.
Week 3	In Person	2/9	Brainstorming strategies and idea generation. Turning brainstorms into GitHub issues. GitHub skill: issue templates & assignments.	GitHub repo updated with issues and issue templates
NO CLASS	College Closed	2/16		
Week 4	In Person	2/23	Precedent research and citation practices. Zotero integration and linking in GitHub Markdown.	Research summary uploaded.
Week 5	Zoom (From Vienna)	3/2	Mediation pathways in practice: diagramming project environment. GitHub skill: uploading diagrams/images.	Mediation pathway diagram committed.
Week 6	In Person	3/9	Early production planning and milestone definition. Collaborative AI in prototyping. GitHub skill: setting milestones.	
Week 7	In Person	3/16	Midpoint peer and adjudication feedback on proposals. GitHub skill: feedback templates and issue comments.	Oral Presentation of current state of project development
Week 8	Zoom	3/23	Prototyping tools and mockups. GitHub skill: branching and merging workflows.	
Week	In Person	3/30	Documentation and reflective AI	Draft documentation

Week	Modality	Date	Topic	Assignments / Deliverables
9			use. GitHub skill: Pull Requests (PRs) and code review.	artifacts (timeline, budget, design notes).
NO CLASSBREAK	SPRING	4/6		
Week 10	Zoom	4/13	Iterative design and project management. GitHub skill: project boards and roadmaps.	
Week 11	In Person	4/20	Technical prototyping and advancing proof-of-concept. GitHub skill: asset versioning and workflow tracking.	
Week 12	Zoom	4/27	Presentation Prep I: Framing research → design → prototype.	Draft slides or demo outline.
Week 13	In Person	5/4	Presentation Prep II: Peer critique of drafts.	
Week 14	In Person	5/11	Rehearsals and final repo cleanup.	
Week 15	In Person	5/18	Final presentations: Proof-of-concept demo (Produce/Make). Finalized documentation artifacts (Present/Publish). Organized GitHub repo with README and logs. 10-minute juried presentation.	Proof-of-concept demo, final documentation, GitHub repo, juried presentation.

Course Specific Policies

AI Use Policy

The use of generative AI tools (e.g., ChatGPT, GitHub Copilot, DALL·E, Suno, etc.) is encouraged in this course as part of the creative and development process. However, all AI-assisted or AI-generated content must be clearly cited and documented.

Students must include the following in any submission using AI tools:

- **Tool(s) used** (e.g., ChatGPT, Midjourney, etc.)
- **Purpose** (e.g., drafting, brainstorming, code generation, visual prototyping, etc.)
- **Extent of use** (e.g., full draft, modified prompt, iterative process)
- **Citation using footnotes or section headers, or an appended "AI Collaboration Notes" section in README or other documentation**

Failure to disclose the use of AI tools may be treated as academic dishonesty. Students are encouraged to think critically about how AI can be a collaborative partner in their creative work.

City Tech Email

Use your official city tech e-mail for all correspondence. Check it regularly for class announcements and information. Throughout the semester, you may receive messages about achievements, goals, and requirements in this class. Messages from private email addresses may be ignored.

Camera Policy for Online and Hybrid Courses

For virtual sessions (online), the Department of Entertainment Technology requires all students to have their camera on to receive credit for participation.

Attendance and Participation

A student who is not in a class for any reason is not receiving the benefit of the education being provided. Missed class time includes not just absences but also lateness, early departures, and time outside the classroom taken by students during class meeting periods. Missed time impacts any portion of the final grade overtly allocated to participation and/or any grades awarded for activities that relate to presence in class.

Absence is failure to attend any part of the class, from roll call to dismissal. Please note that sleeping or putting your head down on your desk means that you are not present in the class. The same is applied to unauthorized use of electronic devices, leaving the classroom during class, or leaving early.

Students may sometimes need to miss class for important personal reasons. Please make sure to communicate with your instructor in advance, or as soon as possible, about any of the following events. Illness or a sudden emergency. Religious Observance ([Absences Related to Religious Observance](#)). Bereavement ([Student Bereavement Policy](#))

Participation is expected at every class meeting. Active participation is an essential part of the learning process and is required of all enrolled students. Participation means maintaining an active presence in class in order to take part in discussion and in-class activities. Missed time impacts any portion of the final grade overtly allocated to participation and/or any grades awarded for activities that relate to presence in class.

Academic Integrity

Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citation of sources. As a community of intellectual and professional workers, the college recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and is punishable by penalties, including failing grades, suspension, and expulsion. The complete text of the College policy on Academic Integrity may be found in the catalog.

For more information, please visit:

[**City Tech Academic Integrity website**](#)

[**CUNY Academic Integrity Policy**](#)

Late Work Policy

All materials must be ready at the scheduled presentations (Week 8 and the final Jury). Anything submitted afterwards cannot be considered.

Rationale:

All assessed course material must be available at the time of the two required oral presentations: the midterm presentation in Week 8 and the final juried presentation at the end of the semester. Materials submitted after these presentations will not be considered, as the Jury can only assess what is

presented at the scheduled time. Because the course follows an iterative design process, students are expected to develop materials throughout the semester and collate them for presentation. It is the student's responsibility to ensure that all required documentation is complete and accessible by the time of each presentation.

ENT Department Commitment to Student Diversity

This course welcomes students from all backgrounds, experiences and perspectives. In accordance with the City Tech and CUNY missions, this course intends to provide an atmosphere of inclusion, respect, and the mutual appreciation of differences so that together we can create an environment in which all students can flourish. It is the instructor's goal to provide materials and activities that are welcoming and accommodating of diversity in all of its forms, including race, gender identity and presentation, ethnicity, national origin, religion, cultural identity, socioeconomic background, sexuality and sexual orientation, ability, neurodivergence, age, and etc. Your instructor is committed to equity and actively seeks ways to challenge institutional racism, sexism, ableism and other forms of prejudice. Your input is encouraged and appreciated. If a dynamic that you observe or experience in the course concerns you, you may respectfully inform your instructor without fear of how your concerns will affect your grade. Let your instructor know how to improve the effectiveness of the course for you personally, or for other students or student groups. We acknowledge that NYCCT is located on the traditional homelands of the Canarsie and Lenape peoples.

Accommodations for Students with Disabilities

Center for Student Accessibility

City Tech is committed to supporting the educational goals of enrolled students with disabilities. If you have or think you may have a disability, you may be eligible

for reasonable accommodations or academic adjustments as provided under applicable federal, state, and/ or city laws. You may also request services for temporary conditions or medical issues under certain circumstances. If you have questions about your eligibility and/or would like to seek accommodation services and/or academic adjustments, please contact the Student Accessibility Center.

Student Assistance

Student Success Center

City Tech's [**Student Success Center**](#) offers a variety of services to help tackle the challenges of college. This includes emergency grants, financial resources, one-on-one coaching, and skills support in time management, test-taking, note-taking, procrastination, and more.

Student Wellness and Counseling Center

The [**Counseling Services Center**](#) supports the educational, emotional, and career development of City Tech students by providing opportunities for skill development, counseling, and referrals that address obstacles to success.

Student Resource Hub

The [**City Tech Student Hub**](#) is a central hub for students at New York City College of Technology, offering quick access to essential resources and services. It provides links to academic tools like Brightspace, student email, and the academic calendar, as well as support services including advising, financial aid, and career resources.

Student HelpDesk

- Room: Library Building L-114

- Phone: 718-260-4900
- Email: StudentHelpDesk@citytech.cuny.edu
- [**Free Software Download** \(Microsoft, AutoCAD, Adobe, and others\)](#)

Brightspace 24x7 HelpDesk:

- Phone: 1-888-895-2511
- Email: helpdesk@D2L.com
- [**Brightspace Basics for Students Course**](#)
- [**Brightspace Student Handbook**](#)
- Download the [**Brightspace Pulse App**](#) to your smartphone

For more information, please visit the [**Student Resource Hub**](#).

Library Services

The [**City Tech Library**](#) offers in-person research help, research guides, and a 24/7 [**Ask a Librarian**](#) chat service staffed by real humans. And we're [**open late**](#) on weeknights if you're taking classes in the evening. In the library, you can print for free and [**borrow select textbooks and technology**](#), including calculators and laptops.

As part of the CUNY system, City Tech students can also use all of the 25 CUNY college libraries and request books from both CUNY and SUNY colleges to borrow. Follow us on the [**Library Buzz Blog**](#), Instagram [**@citytechlibrary**](#), and Bluesky [**@citytechlibrary.bsky.social**](#) for info about how the library can support you!

City Tech Writing Center

Your City Tech Writing Center is available for in-person and online writing support for any writing you might be working on: essays, OpenLab posts, lab reports, resumes, cover letters, creative work, emails, speeches, presentations...not just your English homework! The Writing Center offers 45-minute, one-on-one sessions with tutors. No matter which phase you're at in your process, from initial brainstorm to final draft, the Writing Center is there to support you. Watch this [VIDEO](#), sign up, or reach out through the links below to learn more!

Location: Room G-608 ← 6th floor of the General building

Email: writingcenter@citytech.cuny.edu ← Send any questions

Appointment site: <https://mywco.com/citytech> ← Register here to make an appointment

Website: citytechwritingcenter.com ← Visit this site for more info

IG: [@citytechwbc](https://www.instagram.com/@citytechwbc) ← follow

FAQ's

FAQ of common questions

How do I access course materials and assignments in this class?	All course materials and assignments can be accessed through the GitHub repository: the link can be found in the Student Hours section above or on the Brightspace site.
When are weekly assignments due?	assignments are due prior to teh beginning of the class that week
Can I turn in late work?	Yes. In the end you will be graded on your final deliverables
Can I use AI?	Yes, ethically and with attribution, AI will

	be used in some of the class sessions as well, and it depends on your project as to how deeply AI integration occurs
How do I turn in Assignments?	Assignments submitted via the GitHub repository for the class, within your own branch
How am I being evaluated?	The grading rubric is posted on GitHub.
Where can I get access to all student support services at City Tech?	Please visit the Student Resource Hub .
When does this course meet?	This course meets Mondays from 11:30-2:00. See class schedule for when it is in person or on Zoom.
How many absences are allowed in this class?	CUNY has a no attendance policy, but successful completion of the course will require significant classroom participation and feedback, none of which can be obtained if absent.

Procrastination Station

The Procrastination Station is a friendly, research-based hub that helps students understand why they procrastinate and offers simple, practical tools to get moving. Created by City Tech's First-Year Writing Program, it's packed with tips, activities, and resources for both students and faculty.

Ready to stop putting things off? Visit the site today:
<https://www.yourprocrastinationstation.com/>

AI Use Policy

Overview

This policy outlines the acceptable and encouraged use of Artificial Intelligence (AI) tools in the MTEC

3501 Culmination Project Development course. AI is recognized as a powerful partner in creativity, research, and development. Students are encouraged to collaborate with AI tools as part of their project workflow.

AI is not going away—it is becoming increasingly powerful, sophisticated, and embedded in all areas of creative production, engineering, and communication. As the predominant **emerging media technology**, AI stands at the center of MTEC inquiry. Professionals who gain fluency in AI-assisted workflows will be significantly better positioned in the job market. The arc of engineering implies continual **miniaturization, specialization, and refinement**—as AI systems evolve, so must our methods for working with them.

In MTEC 3501, students are allowed to engage deeply with the evolving role of Artificial Intelligence in the creative and technical development process. AI is treated not merely as a tool, but as a collaborative agent in the Balanced Blended Space (BBS) that defines this course framework.

Students should view this policy not as a rigid constraint, but as an evolving contract for ethical and creative exploration within the course's framework.

Guiding Principles

- **Transparency:** Students must clearly indicate when and how AI tools have been used in the creation or refinement of their work.
- **Attribution:** Any text, image, code, or research generated or significantly altered through AI tools must be cited with tool name and version, and include a brief description of use.
- **Agency:** AI is to be used as a collaborator, not a substitute. Final creative decisions and accountability rest with the student.
- **Ethics:** Students are responsible for ensuring that AI use complies with academic integrity, avoids plagiarism, and respects copyright, data privacy, and ethical standards.

Acceptable Uses of AI in this Course

Students are encouraged to explore how AI might become part of the **research, design, functionality, or interactivity** of their project. You may choose to build your own AI collaborator, simulate an agent behavior, or design systems that rely on real-time or generative AI. Or you may elect

not to use AI at all, with the exception of the guided activities designed to explore this type of collaboration

Potential use of AI tools include:

- Brainstorming and idea generation
- Research discovery and summary
- Code generation and debugging
- Markdown formatting and README support
- Writing support (with citation)
- Visual asset generation (with appropriate licensing)
- Version tracking and GitHub integration
- Workflow mapping and **mediation pathway analysis**
- Generating speculative ideas or mockups
- Assisting with documentation and presentation formatting
- Employing AI as an active component in **their culmination project**
- Creating, training, or deploying custom AI agents

Required Documentation

In all assignments where AI tools are used, students must:

- Include a section labeled "**AI Use Acknowledgment**" detailing:
 - The tool(s) used (e.g., ChatGPT, GitHub Copilot, Midjourney, etc.)
 - A short explanation of how the AI contributed
 - Any prompts or questions that generated significant content
 - If relevant, a **diagram or written explanation of the mediation pathway** between student, AI, and output
- Add this acknowledgment in a visible location, such as:
 - The README.md
 - The header of a written report
 - The caption of an image
 - The final slide of a presentation

Examples of Acknowledgment

AI Use Acknowledgment: This README was formatted with support from ChatGPT (v4), which also helped summarize my initial brainstorming notes and suggest project folder structures.

AI Use Acknowledgment: This image was generated using DALL·E with the prompt "futuristic puppet control system blending real and virtual arms." It was modified in Photoshop.

Example Mediation Pathway*: Human conceptual design \Leftarrow AI prompt-based refinement \rightarrow GitHub Copilot code generation \Leftarrow Human testing/debugging \rightarrow AI image generation for mockup \rightarrow Human-authored README.md

**Other ways of recording AI within mediated environments will be covered in the class.*

Misuse & Violations

- Failure to disclose AI use may result in the work being considered incomplete or in violation of academic integrity policies.
- Fabrication of AI contributions (claiming AI was used when it was not) is also considered a breach of policy.

TL;DR For AI USE

AI is not just a tool—it is a collaborative agent in the Balanced Blended Space of this course. You are not only allowed to use AI, you are expected to learn how to use it responsibly, creatively, and transparently.

AI Use Acknowledgment (for this Policy)

This AI Use Policy was initially developed through a collaborative, iterative process between Dr. David B. Smith and **ChatGPT (v4o)**. It was subsequently refined by **Gemini** as an active collaborator in the final editing and structuring of the policy's acknowledgment statement.

It reflects ongoing refinement based on:

- **Shared Development:** Iterative updates and dialogue across multiple CHI meta-projects and instructional contexts.
- **Evolving Pedagogy:** A commitment to incorporating best practices in AI pedagogy and co-creation.
- **Real-World Application:** Contributions from live classroom experience, project tracking, and the practical application of AI as a generative partner in mediation pathways.