**AI Usage and Reflection Form**

**Student Name:** [Your Name Here]

**Assignment Title:** [Assignment Title Here]

**Date:** [Date of Submission]

# **AI Usage Checklist**

Please check all that apply and provide the required details in the sections below.

* I have used AI tools in the preparation of this assignment.
* I have checked the AI-generated content for accuracy.
* I have verified the AI-generated content for any bias or offensive material.
* I have addressed any issues of plagiarism and properly attributed all sources.
* I have entered private, sensitive, or copyrighted information into AI tools.  
  If yes for the above:
  + I have obtained necessary consent for entering any private, sensitive, or copyrighted information entered into AI tools.

# **Detailed AI Usage**

1. **AI Tools Used:** [List all AI tools used]

* [add/remove lines if necessary]

1. **Dates of AI Interaction:** [List all dates when AI tools were used]

* [add/remove lines if necessary]

1. **AI Prompts/Inputs Given:** [Provide details of the prompts or inputs given to the AI]

* [add/remove lines if necessary]

1. **Description of AI Use:** [Describe how the AI was specifically used in your work]

* [add/remove lines if necessary]

# **Reflections on AI Usage**

1. **What do you want to achieve when using AI in this assignment:** [Reflect on what was your goal to use AI: e.g., saving time in generating samples, quickly skimming materials, etc.]
2. **What challenges did you encounter (if any) and how did you address them?**
3. **Did you learn any new tricks to use AI more effectively? What are they and how are they helpful to you in the future?**
4. **How does the use of AI impact your understanding of the course material/assignment goal?**

# **Declaration**

I hereby declare that the information provided is accurate and that I have adhered to the ethical and responsible use guidelines for AI as outlined in the course syllabus.

**Signature:** [Your Signature Here]

**Date:** [Date of Signing]