Student Guide: Using Generative AI @ UP

GENERATIVE ARTIFICIAL INTELLIGENCE (AI)

ChatGPT by OpenAI:
https://chat.openai.com/auth/login

BARD by Google:
https://bard.google.com

Copilot by Microsoft:
https://copilot.microsoft.com/

GUIDING PRINCIPLES

- Use as a supplementary tool
- Cite sources properly and acknowledge the use of generative AI
- Fact-check and verify the information
- Be aware of biases
- Don't use personal or confidential data

TO ENSURE ACADEMIC HONESTY
(if and how you can use generative AI)

- Read instructions for the assignment or assessment
- Consult your study guide
- Ask your lecturer.

  Failing to adhere to these guidelines would be considered academic dishonesty.

CLEVER PROMPTS FOR USING GENERATIVE AI TOOLS

USE CLEVER PROMPTS	BE CLEAR, CONCISE AND SPECIFIC
Provide context:	South Africa, University of Pretoria
Ask follow-up questions:	What was the impact of that event? Can you provide more details about that topic?
Specify the language output:	UK English
Specify the length of the response:	300 words, 500 characters, three paragraphs
Specify the response format:	Essay, table, bullet list, flow chart, summary, music, image
Specify the level of output:	Detailed explanation, high-level overview
Specify the tone/style of the output:	Informal tone, formal tone, business tone

PLAGIARISM:

UP's plagiarism declaration states, "I declare that this essay, report, project, assignment, dissertation, thesis, etc. is my own original work. Where other people's work has been used (either from a printed source, the internet or any other source), this has been properly acknowledged and referenced in accordance with the requirements as stated in the University's plagiarism prevention policy."

ENHANCE YOUR LEARNING	EXAMPLE PROMPT
Summarise and theme your information:	Provide a 300 words overview/summary/essay about the role of central banks in addressing macroeconomic challenges or use your text.
Solve mathematical equations and explain the steps:	Solve the following quadratic equation: $x^2 + 5x + 6 = 0$ and explain the steps. Then, practice solving these equations yourself using these steps to solve equations with different values.
Provide an overview of complex, lengthy concepts:	Can you provide an overview of quantum mechanics?
Get alternative phrasing for difficult-to-express ideas:	I am having trouble expressing my argument for why … rephrase my main points.
Help with language learning and practising grammar and sentence structures:	Give me an example of a complex sentence using the word 'notwithstanding'.
Generate outlines for writing assignments:	I have to write an essay about the causes of World War II. Create an outline to organise my ideas.
Get feedback on written work:	Provide feedback on my essay about climate change and suggest areas where I could improve.
Get formative assessment feedback on the quality of the language:	Provide feedback on grammar and vocabulary usage of the following …
Test preparation:	Create six multiple-choice questions to assess the students' understanding of integration from first principles in a first-year university mathematics course.
Write a computer code:	Explain how the 'for' loop works in Python, and provide an example.

BOOSTING YOUR PRODUCTIVITY

- Idea generation: Create initial drafts for essays, artworks, presentations, or projects.
- Writing, editing, translation, and proofreading.
- Study aid: Assist in explaining complex concepts, solving problems, and facilitating language practice.
- Research assistance: Provide summaries and explanations and compile lists of sources for further reading.
- Coding assistance: Understand programming concepts, debug code, and write small code snippets.
- Data analysis: Analyse data, offering insights and interpretations.

STUDENT SUPPORT

	EXAMPLE PROMPT
Time management	How can I improve my time management skills to study more effectively?
Motivation	How can I stay motivated to study, even when I don't feel like it?
Study habits	What are some good study habits that I can develop?
Test-taking strategies	What are some tips for taking tests effectively?
Procrastination	How can I overcome procrastination and start studying sooner?
Stress management	How can I manage stress so that it doesn't interfere with my studies?
Academic help	Where can I find academic help if I'm struggling with a class?
Career planning	How can I start planning for my career?
Financial aid assistance	Where can I find financial aid at the University of Pretoria?
NSFAS queries	When do NSFAS applications open for … (provide year)?

PERSONALISED 24/7 TUTOR SUPPORT

	EXAMPLE PROMPT
Explain and teach a topic like a tutor	Teach me how to solve cubic equations and include a quiz at the end. Allow me to answer, and if it is wrong, explain the steps.
Summarise long or complex readings to make it easier to understand	Write a half-page summary about the main ideas of …
Calculate	Solve
Generate alternative phrasing or synonyms	Provide an alternative phrasing for the sentence: 'The research findings were inconclusive'.
Identify prior knowledge required to understand a topic	What prior knowledge do I need to understand the principles of supply and demand in economics?
Translate into home languages	Translate the following passage from English into isiXhosa
Provide scaffolding support	Break down the steps involved in solving a quadratic equation and explain each step in simple terms.
Ask generative AI for examples	Provide an example of a deductive argument and an inductive argument.
Provide coding support	Explain how to use a 'for' loop in Python to iterate over a list of numbers.
Create a glossary of terms for a topic in different languages	Create a glossary of terms for an introduction to psychology course in English and Afrikaans.
Generate questions and answers for studying or test preparation	Generate ten multiple-choice questions and answers on organic chemistry.
Get feedback on written work	Review my essay on climate change and provide feedback on its clarity and organisation.

You are at university to develop your cognitive, creative, analytical, and communication abilities. These abilities are essential for success in the workplace, where you will face complex problems requiring critical thinking and problem-solving skills. Generative AI can be a valuable tool to help you develop these abilities, but it should not be used as a replacement for your own thinking and creativity. So, don't be afraid to use generative AI to help you develop your abilities. **But remember, it is only a tool. The real work is up to you.**

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Make today matter