

Checklist Term Paper and Generative AI in this Seminar

Use of AI tools: In this seminar, the use of generative AI tools, such as chat GPT, is possible in the creation of written, asynchronous examinations. These tools can be used as aids in an appropriate manner (e.g. brainstorming, checking individual text passages).

Academic integrity: However, the use of these tools must in no way jeopardise the independence and academic integrity of your work. You are fully responsible for your work and the Affidavit remains unaffected.

Assessment of the thesis: The use of (AI) tools does not lead to a lower (or higher) assessment of the paper; however, this only applies if the form **Documentation of AI Use** has been filled out transparently and signed and attached to the Affidavit. Lecturers will not use any AI tools in the assessment of the work itself, as this violates the AI Act of the EU.

The following **minimum criteria** have to be met in order to achieve a “pass” grade, **regardless of whether AI was used in the writing process:**

- 1) **Correctness of Language and Style.** Your paper has been proof-read, typos and errors have been eliminated from the manuscript. Your paper consists of a fluent text with proper transitions between chapters and no duplicate passages. Your paper is written in clear, concise, meaningful language and academic register.
- 2) **Correct Use of Terminology of Literary and Cultural Studies**
- 3) **Correct Formatting and Use of MLA Style.** Adhere to the [Style Sheet](#).
- 4) **Formulation of a Clear Thesis and Methodology in the Introduction.**
- 5) **Solid Textual Evidence: Primary Text and Secondary Sources.** You use a **minimum of five academic sources** (excluding your primary text, the Bible, and dictionaries). All your sources are documented in such a way that makes it easy to locate where the quote or idea originates. You indicate an exact page number – not just chapters, not “f.” or “ff.” (in online texts without page numbers, use “n. pag.”), not just one reference at the end of half a page of text.

These minimum criteria are only graded in terms of “pass” and “fail”. **You have to meet all five minimum criteria to pass.**

Your grade is then determined by further criteria such as the clarity of your argument, your selection and critical evaluation of sources, the plausibility of your conclusions.

Critical and reflective use of AI tools: Generative AI tools such as chat GPT are no guarantee of truth. All results must be thoroughly checked and verified to ensure that they are correct and up-to-date. The depth of content and language, accuracy and precision must also be carefully checked. The use of these tools must not lead to independent thinking being neglected. A critical and reflective approach is essential.

Therefore, a **short reflective statement of the writing process (either ONE page of writing or a 3-minute audio or video file)** must be included in your submission in which you give an example for ONE important decision you had to make in the writing process of this paper, how and why you made that decision (with or without AI) and what its impact was on the final product you have submitted.

Data protection-compliant use: Users of AI tools such as Chat-GPT should never feed sensitive personal data (names, addresses, student numbers, etc.) into the systems. Otherwise, the requirements of the General Data Protection Regulation (GDPR) will be disregarded.

Advice and support: If you have any questions or uncertainties, please contact your lecturer. If you have not understood the content of a subject area or particular terminology, the use of these tools will not be helpful for you. If you are unsure, please refrain from using these tools in any case.

Reflective Statement of the Writing Process

Give an example for ONE important decision you had to make in the writing process of this paper, how and why you made that decision (with or without AI) and what its impact was on the final product you have submitted.

Form: **either ONE page of writing or a 3-minute audio or video file**