

Al Self-Help Guide Understanding the impact of Al on my assessment



Introduction



This guide has been developed to offer academic staff a practical and efficient way to assess the potential impact of AI on their assessments.

For more comprehensive guidance, staff are encouraged to consult the AI Hub, the Assessment Toolkit, or the Assessment Handbook, with links to these resources available at the bottom of each assessment page.

Each assessment within this guide is accompanied by an impact scale that provides an indication of the extent to which AI might influence your assessment - please see diagram below.

It is important to note that a "very low" impact rating does not imply no action is necessary. Even if the influence of AI appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an AI-enriched future.

The impact scale should not be used to compare assessments, but rather as a guide to identify where a review or adjustments may be needed.

Very low impact	Low impact	Moderate impact	High impact	Very high impact

We hope this guide serves as a valuable tool for your initial evaluation. Further information will be added throughout the year, and we welcome any feedback. If you would like to provide input, please contact the AI Hub team at <u>AI-Hub@qub.ac.uk</u>

Information within guide updated on 22.08.2024

Choose your Assessment

This is an interactive PDF. Please click on a type of assessment to view more information.



Assignments	Lit Reviews and Bibliographies	Practicals/ Fieldwork Labs
Artistic/Creative Outputs	Observed Exams/ OSCEs	Presentations
Blogs	Orals/Vivas	Projects
Class Tests	Performances	Quizzes/MCQs
Essays	Podcasts	Reports
Internships/ Placements	Portfolios	Written Examinations
	Practical Examinations	

Assignments

Academic tasks demonstrating knowledge and skills



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Help students to understand how to approach and answer the assignment
- Suggest improvements based on marking criteria

Risks of using Generative AI

- May lower engagement with course materials
- Projects may lack genuine student perspective
- Generated information may contain inaccuracies
- May impede research and writing skills

- Revision and understanding of course materials relevant to the assignment
- Create refined graphics, layouts, & presentations
- May be able to fully complete foundational or introductory assignments
- Over-reliance may limit students analytical, evaluative or problem solving skills

Phings to Consider and Do

- **Clarify Assessment Purpose:** Identify the assessment's purpose and the learning outcomes it supports. Try to complete your assignment using the latest AI technology to evaluate its effectiveness. Determine which elements AI handles well and which it struggles with.
- Assess AI Effectiveness: Based on AI's performance, decide if the assessment should be changed, replaced, or consider an alternative form of assessment.
- Evaluate the Assessment: Consider modifying the assessment so AI can assist, but ensure analysis, evaluation, or answers can only be determined by the student. Explore if AI support can enable more sophisticated or challenging assignments.
- **Communicate Clearly with Learners:** Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, and structuring, and how to report AI usage. Use tools like Cadmus for a more controlled take-home environment.
- Support Learning & Accessibility: Explore how generative AI can enhance learning and improve accessibility. Encourage students to use AI for critical analysis, research, and feedback on how to improve their work based on the marking criteria.

- Al Hub
- <u>Assessment Toolkit</u>
- <u>Assessment Handbook</u>



Artistic/Creative Outputs

This is an interactive PDF. Please click on a type of assessment to view more information.



Please select the type of artistic/creative output needed for this type of assessment

Digitally Supported Creation

Non-Digitally Supported Creation



Artistic/Creative Outputs

(Digitally Supported)

Creative expressions through digital methods



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Prototype digital art concepts and ideas
- Emulate various digital media styles
- Act as a creative assistant to allow co-creation

Risks of using Generative AI

- Unclear ownership and copyright of AI work
- May impede the development of technical creative skills

- Save time by generating optional outputs
- Enable the creation of grander scale digital ouputs
- Analyse and critically evaluate outputs
- Student inequity due to varying access to AI tools
- May diminish originality and uniqueness of student submissions

Phings to Consider and Do

- **Clarify Assessment Purpose:** Determine the assessment's purpose and the learning outcomes it supports. Decide if AI has altered what is being measured and determine if this skill still needs to be assessed within this module.
- Assess Creative Skills Appropriately: If the assessment of individual creativity or assessment of digital technical skills is a key component, controlled in-person assessments may be necessary.
- **Communicate Clearly with Learners:** Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI to assist with creative outputs, including how to report AI usage.
- Support Learning & Accessibility: Explore how generative AI might be used to enable students to automatically create prototypes, freeing them up to focus on greater iteration or take on larger more significant projects.

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- <u>Assessment Toolkit</u>
- Assessment Handbook



Artistic/Creative Outputs

(Non-Digitally Supported)

Creative expressions through nondigital methods



Provide examples for various artist styles

Impact of Al on this type of Assessment

Very low impact

Low impact Moderate impact

Moderate impact High impact

Very high impact

👰 Potential Uses of Generative Al

- Generate ideas for brainstorming and exploration
- Assist in the development of prototypes

Risks of using Generative AI

• Over use for brainstorming or exploration may result in diminished student inspiration /perspective

? Things to Consider and Do

• **Support Learning:** Consider how students can use AI for ideation, inspiration and development of prototypes while still ensure they retain their originality and perspective.

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- <u>Assessment Toolkit</u>
- Assessment Handbook



Blogs

Online journals for sharing personal thoughts



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Gather and organise information on relevant topics
- Enhance posts with AI-generated images, videos, and infographics
- Tailor content to specific audiences
- Improve grammar, style, and coherence of content

Risks of using Generative AI

- May result in loss of genuine student voice and perspective resulting in challenges in assessing student original thought
- Student writing skills may not be clearly assessed

Phings to Consider and Do

- **Clarify Blog Purpose:** Determine the blog's purpose and the learning outcomes it supports. Decide if AI has altered what is being measured and determine if this skill still needs to be assessed within this module.
- Must Writing Skills Be Assessed?: If the assessment of writing skills is a key component, use of tools like Cadmus to offer a more controlled take home environment may be required. The detection of Al generated text is not accurate and should not be relied upon.
- Communicate Clearly with Learners: Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, structuring, and writing their blogs, including how to report AI usage.
- **Support Learning & Accessibility:** Explore how generative AI can be used to enhance learning and improve accessibility. Encourage use of AI for brainstorming, proofreading and blog planning. Consider how generative AI can assist those with writing support needs e.g. those with dyslexia or where English isn't their first language.

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Class Tests (under controlled conditions) Creative expressions through nondigital methods

Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact Very

Very high impact

👾 Potential Uses of Generative Al

- Act as a revision aid to help students understand course material and study for the class test
- Academic use to analysis submissions and provide enhanced feedback

Risks of using Generative AI

• Students may still be able to use digital devices unless appropriate mitigations are put in place

🕐 Things to Consider and Do

- **Support Learning:** Consider how students can use AI to help with revision and understanding of course materials.
- Communicate Clearly with Learners: Advise students that they will not have access to digital devices during the class test.
- Equip Students Appropriately: A "very low" impact rating does not imply no action is necessary. Even if the influence of AI appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an AI-enriched future.

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Essays (take home)

In-depth writing task completed independently



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Generate ideas for brainstorming and exploration
- Summarise other texts to assist with research
- Assist with an essay outline and structure

Risks of using Generative AI

- May lower engagement with reading materials
- Quotes, citations or references may be incorrect
- Student original thought may not be easily assessed

- Suggest improvements based on marking criteria
- Use to improve essay writing quality and clarity
- Provide examples for various writing styles
- Student writing skills cannot be clearly assessed
- Generated factual information may be incorrect
- Over-reliance may limit students original thought

Phings to Consider and Do

- **Clarify Essay Purpose:** Determine the essay's purpose and the learning outcomes it supports. Decide if AI has altered what is being measured and determine if this skill still needs to be assessed within this module.
- Must Writing Skills Be Assessed?: If the assessment of writing skills is a key component, controlled in-person assessments may be necessary. The detection of AI generated text is not accurate and should not be relied upon.
- **Communicate Clearly with Learners:** Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, structuring, and writing their essays, including how to report AI usage. Use tools like Cadmus for a more controlled take-home environment.
- Support Learning & Accessibility: Explore how generative AI can be used to enhance learning and improve accessibility. Encourage use of AI for brainstorming, proofreading and essay planning. Consider how generative. AI can assist those with writing support needs e.g. those with dyslexia or where English isn't their first language.

- <u>Al Hub</u>
- <u>Assessment Toolkit</u>
- Assessment Handbook



Internships/ Placements

This is an interactive PDF. Please click on a type of assessment to view more information.



Please select the type of assessment students need to complete for this placement or internship



Lit Reviews / Bibliographies

Summaries of academic sources and research



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Assist with the analysis of sources e.g highlighting similarities and differences
- Offer suggestions for improvement based on assessment criteria

Risks of using Generative AI

- Over-reliance may entail students miss important sources
- Over-reliance may impede development of writing, analytical or synthesis skills

- Condense lengthy articles into key points
- Improve grammar, style, and coherence of writing
- Provide suggestions and ideas for potential sources
- Al may misinterpret complex texts
- Incorrect referencing and citations may be generated

Phings to Consider and Do

- **Clarify Literature Review's Purpose:** Determine the literature review's purpose and the learning outcomes it supports. Determine how AI can enhance this activity and how it may hinder this activity?
- Must Writing Skills Be Assessed?: If the assessment of academic writing skills is a key component, use of tools like Cadmus to offer a more controlled take home environment may be required. The detection of AI generated text is not accurate and should not be relied upon.
- Communicate Clearly with Learners: Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, structuring, and writing their literature review, including how to report AI usage.
- Support Learning & Accessibility: Explore how generative AI can be used to enhance learning and improve accessibility. Encourage use of AI for summarising, proofreading and structuring the literature review. Consider how generative AI can assist those with writing support needs e.g. those with dyslexia or where English isn't their first language.

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Observed Exams / OSCEs

A set of observed activities completed under exam conditions



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact Ve

Very high impact

😻 Potential Uses of Generative Al

- Al may be able to help students prepare by simulating the assessment used within the observed exam
- Potentially provide a safe environment for practice to reduce exam anxiety

Risks of using Generative AI

• Currently there are no risks associated with this type of assessment

🕜 Things to Consider and Do

- Leverage Al for Assessment Preparation: Consider if students are able to make use of Al to help prepare for the observed examination in an authentic manner.
- **Support Students:** Ensure that students are adequately prepared for this type of assessment if this is their first observed examinations.
- Equip Students Appropriately: A "very low" impact rating does not imply no action is necessary. Even if the influence of AI appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an AI-enriched future.

Further Information <u>Al Hub</u> <u>Assessment Toolkit</u> <u>Assessment Handbook</u>

Orals/Vivas

Spoken assessments of knowledge or skills



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact Ver

Very high impact

👾 Potential Uses of Generative Al

- Generate potential viva questions for preparation and provide a safe environment for practice to reduce oral exam anxiety
- Al can offer suggestions for improving quality of student answers provided for mock viva questions

Risks of using Generative AI

• Currently there are no risks associated with this type of assessment

🕐 Things to Consider and Do

- Leverage Al for Assessment Preparation: Consider how generative Al can help students prepare for a oral/ viva exam? e.g. by generating mock questions which student can answer, alongside analysing and suggesting improvements for their answers.
- **Support Students:** Ensure that students are adequately prepared for this type of assessment if this is their first oral/viva.
- Equip Students Appropriately: A "very low" impact rating does not imply no action is necessary. Even if the influence of AI appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an AI-enriched future.



Performances

Live artistic expressions in front of an audience



🎯 Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Help structure rehearsal schedules
- Enhance performances with AI-generated visuals and sounds
- Assisting in the creation of the performance e.g. ideation, writing and refining scripts and other types of improvements

Risks of using Generative AI

• Over-reliance on AI may impede personal creativity and diminish genuine student perspective

🕜 Things to Consider and Do

• Leverage Al for Assessment Preparation: Consider how generative Al can help students create or prepare for their performance? e.g. help structure rehearsal schedules, assist in the creation of the performance or enhance the performance through creation of visual or audio supporting artefacts.

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- Assessment Handbook



Podcasts

Student-created audio projects demonstrating knowledge



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Suggest topics and themes for podcast episodes
- Generate structured and coherent scripts
- Summarise long discussions into key points

Risks of using Generative AI

- May impede development of scripting and editing skills
- May be difficult to distinguish between studentand AI contributions

- Generating associated materials for podcast
- Providing directed feedback on script and content
- Transcribe created podcasts for accessibility
- May result in loss of genuine student voice and perspective
- Potential for unclear ownership and copyright
- Potential sharing of incorrect or misleading info

Phings to Consider and Do

- **Clarify Assessment Purpose:** What element of the podcast are you assessing? Is it script writing, recording and editing or investigation Decide if AI has altered what is being measured and determine if this skill still needs to be assessed within this module.
- Assess Skills Appropriately: If individual scripting, writing or recording & editing are key components, it may be necessary to complete this part of the assessment within a controlled environment. The detection of AI generated text is not accurate and should not be relied upon.
- **Communicate Clearly with Learners:** Explain the assessment's purpose, evaluation criteria and academic integrity guidelines. Clarify how students can use AI for investigation, planning, structuring and writing scripts, including how to report AI usage. Use tools like Cadmus for a more controlled take-home environment.
- Support Learning & Accessibility: Explore how generative AI can be used to enhance learning and improve accessibility. Encourage students to use AI for ideation and transcription of podcast episodes. Consider how AI can help students enhance the quality of their work e.g. offering constructive feedback on the generation of more compelling scripts or generating AI generated voice overs.

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Portfolios

This is an interactive PDF. Please click on a type of assessment to view more information.



Please select the type of output needed for this type of assessment





Practical Exams

A set of practical activities completed under exam conditions.



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact V

Very high impact

👾 Potential Uses of Generative Al

- Al may be used by students to help prepare for the practical examination
- Potentially provide a safe environment for practice to reduce exam anxiety

Risks of using Generative AI

• Currently there are limited risks associated with this type of assessment. If the practical exam is computer based, then care may need to be taken to prevent the use of AI tools.

🕜 Things to Consider and Do

- Leverage Al for Assessment Preparation: Consider if students are able to make use of Al to help prepare for the practical examination in an authentic manner.
- Equip Students Appropriately: A "very low" impact rating does not imply no action is necessary. Even if the influence of Al appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an Al-enriched future.

Further Information Al Hub Assessment Toolkit Assessment Handbook

Practicals/ Fieldwork/Labs

Practical activities completed within a controlled but not exam like environment



Impact of AI on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact

Very high impact

👾 Potential Uses of Generative Al

- Assist with understanding and applying course material within the activity
- Assist with processing and analysing of data
- Offer advice and constructive suggestions on how to improve the generated outputs
- · Assist with routine activities such as report writing

Risks of using Generative AI

- Over reliance may impede students problemsolving
 and critical analysis skills development
- Potential for data breaches and misuse of sensitive information
- Al might misinterpret or incorrectly analyse data
- If AI can broadly complete the activity then the assessment may be invalid

🕐 Things to Consider and Do

- Determine Al Capabilities: It is important to determine if generative Al is broadly able to complete the requested activity. Be mindful that Al's problem solving ability is developing over time so it will be necessary to check prior to commencement of the activity.
- Adapt Assessment Accordingly: If generative AI is able to meaningfully complete a requested activity, then that activity either needs to be
 - a. Revised
 - b. Additional supervision may be required
 - c. An alternative form of assessment used.
- **Support Learning:** Consider how generative AI can either help the students apply their course knowledge and understanding with the activity or be used to improve the student's productivity in completing the activity.
- **Support Accessibility:** Consider how generative AI can assist those with specific support needs e.g. those with dyslexia or where English isn't their first language.

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- <u>Assessment Handbook</u>



Presentations

An individual or team based spoken presentation



🎯 Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact Ver

Very high impact

💇 Potential Uses of Generative Al

- Assist in the creation of slides
- Help draft and refine the presentation script
- Enhance slides with images, videos, and animations

Gather relevant information and data for the presentation

 Help provide feedback and suggestions for improvements for clarity and impact

🕕 Risks of using Generative Al

• There is a risk of overly generic presentations if AI is used to create it without the student meaningfully directing and shaping how the presentation is created

Phings to Consider and Do

• Leverage Al for Presentation Preparation: Consider how generative Al can be used in a supportive and beneficial manner when designing and creating their presentation or how generative Al can be used to help provide suggestions and feedback to help improve the presentation. e.g. tweaking the script or including appropriate imagery.

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- Assessment Handbook



Projects Student led projects or Dissertations



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

act High impact

Very high impact

👾 Potential Uses of Generative Al

- Generate ideas for brainstorming and exploration
- Summarising and analysing information
- Organise tasks, timelines, and milestones

Risks of using Generative AI

- May limit project creativity, investigation and problem solving skills
- Student inequity due to varying access to AI tools

- Offer feedback based on assessment criteria
- Create more polished project deliverables
- Assist in development of prototypes for demo
- May reduce student effort and ownership instead of supporting and enhancing student activity
- Projects may lack genuine student perspective

Phings to Consider and Do

- Clarify Purpose of Each Project Element: Determine which elements of the project are essential to the project's learning outcomes and which are supplementary e.g. project management skills or report writing skills.
- Assess Skills Appropriately: For each element of the project consider the impact of AI on that element and create guidelines on how AI can appropriately or inappropriately be used.
- Communicate Clearly with Learners: Make sure all the above will be communicated to the learner. Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, structuring, and writing, including how to report AI usage. Use tools like Cadmus to track the project's development over time.
- Support Learning and Accessibility: Explore how generative AI can be used to enhance learning and improve accessibility. Encourage students to use AI for for project management, collaboration, ideation and feedback on how they can improve their work based on the marking criteria.

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Quizzes/MCQs

This is an interactive PDF. Please click on a type of assessment to view more information.



Please select the environment in which the quiz will take place





22

Quizzes/MCQs

(take home)

A series of short questions to be completed in a non controlled environment





才 Take note!

Potentially the impact of AI can vary from minimal/no impact to very significant impact. This will be dependent upon the types of questions that are asked and AI's current ability to answer these questions

Risks of using Generative AI

• If AI can answer a significant number of the questions then the assessment is invalid

🕐 Things to Consider and Do

- Determine Al Capabilities: If you have a take home MCQ or quiz you must determine generative Al's ability to answer those questions. Be mindful that Al's problem solving ability is developing over time so it will be necessary to check prior to sending out/releasing the quiz.
- Update Students as Required: If generative AI is unable to adequately answer the questions that are set then it is acceptable to use this as a form of assessment. It will be important to advise your students that AI will be unable to answer these questions.
- Adapt Assessment Accordingly: If generative AI is able to answer any of the questions then either the questions need to be replaced or an alternative form of assessment should be used.



Reports

A written account typically associated with a given assignment, project or other course activity



Impact of Al on this type of Assessment

Low impact

Very low impact

Moderate impact

High impact Very high impact

Potential Uses of Generative Al

- Assist with the analysis and presentation of data particularly for lab reporting
- Use to improve report writing quality and clarity
- Provide examples for different report writting styles
- Suggest improvements based on marking criteria
- Assist with a report outline and structure

Risks of using Generative AI

- Student report writing skills may not be clearly assessed
- Al generated references may be incorrect
- Over reliance on AI generated analysis may result in an evaluation which is inaccurate or incomplete

Phings to Consider and Do

- Must Report Writing Skills Be Assessed?: If the assessment of report writing skills is a key component, tools like Cadmus may be required, to offer a more controlled take home environment. The detection of AI generated text is not accurate and should not be relied upon.
- Assist in Report Creation: Consider how generative AI can be used to assist the student in creating their report, e.g. generating an appropriate structure, assist with writing in an appropriate manner or critically offering feedback on drafts.
- Communicate Clearly with Learners: Explain the assessment's purpose, evaluation criteria, and academic integrity guidelines. Clarify how students can use AI for research, planning, structuring, and writing their reports, including how to report AI usage.
- Support Learning and Accessibility: Explore how generative AI can be used to enhance learning and improve accessibility. Consider how generative AI can assist those with writing support needs e.g. those with dyslexia or where English isn't their first language.

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Written Exams

Exams completed by hand within a controlled environment



Impact of Al on this type of Assessment

Very low impact

Low impact Moderate impac

Moderate impact

High impact Very high impact

👾 Potential Uses of Generative Al

• Al may be able to help students practice or evaluate their answers to previous examination questions

Risks of using Generative AI

• Currently there are no risks associated with this type of assessment

Phings to Consider and Do

- Leverage Al for Exam Preparation: Consider how students may make use of Al to help prepare for the examination. e.g. evaluating their answers to mock/previous examination papers.
- Equip Students Appropriately: A "very low" impact rating does not imply no action is necessary. Even if the influence of Al appears minimal, it remains essential to evaluate your assessment to ensure that it continues to be authentic, meaningful, and equips students for success in an Al-enriched future.

Further Information <u>AI Hub</u> <u>Assessment Toolkit</u> <u>Assessment Handbook</u>



