Information for GCSE Students
Artificial Intelligence misuse in Internal Assessments

AI Tools

**AI use refers to the use of AI tools to obtain information and content which might be used in work produced for assessments which lead towards qualifications.*

Many of you have to complete non-exam assessments and/or coursework as part of your qualifications. If you produce work for submission to the exam boards you must adhere to strict regulations, similar to sitting a written examination.

The regulations state that:

- the work a student submits for assessment must be their own;
- a student must not copy from someone else or allow another student to copy from them.

For some internal assessments you are allowed to use the internet to access information for research purposes to help you plan and construct your project briefs.

Referencing

Referencing any material taken from another source must be clearly stated. If you copy information from another source and don't reference the web location or AI chatbot tool it is plagiarism and exam boards consider this to be cheating.

Even if you are allowed to use AI tools, such as ChatGPT, you can't get marks for content just produced by AI. You must demonstrate your interpretation to get marks. If using AI chatbots you should be referencing as follows:

- Where AI tools have been used as a source of information, a student's acknowledgement must show the name of the AI source used and should show the date the content was generated. For example: ChatGPT 3.5 (https://openai.com/blog/chatgpt/), 25/01/2024. You must retain a copy of the question(s) and computer-generated content for reference and authentication purposes, in a non-editable format (such as a screenshot) and provide a brief explanation of how it has been used.

Declaration

You will complete a candidate declaration form to authenticate that the work is your own. This is counter signed by your teacher who can support and guide (but cannot direct) and are mindful of AI mis-use when marking your assessments.

Every year, a sample of year 11 students' work is sent for moderation, which provides a secondary check to ensure the integrity of the assessment process is upheld. This should give you comfort that all that the exam boards take every step to ensure candidate malpractice is eliminated.

We want to avoid a situation where you inadvertently breach the regulations and could be suspected of alleged malpractice.

Malpractice

AI misuse constitutes malpractice as defined in the JCQ Suspected Malpractice: Policies and Procedures (https://www.jcq.org.uk/exams-office/malpractice/).

The malpractice sanctions available for the offences of 'making a false declaration of authenticity' and 'plagiarism' include disqualification and debarment from taking qualifications for a number of years. Students' marks may also be affected if they have relied on AI to complete an assessment and the attainment that they have demonstrated in relation to the requirements of the qualification does not accurately reflect their own work.

Preparation

We have taken the following steps to inform and prepare you for your Internal Assessments. We have:

- issued a student exam handbook which details exactly what is required of you to avoid any regulation breaches. Make sure you read it!
- delivered assemblies to all year 11 form groups prior to the mock exams
- placed posters around the classrooms and on the Exam notice board
- conducted an assembly on AI misuse for all year 11 students

IT'S YOUR QUALIFICATION SO IT NEEDS TO BE YOUR OWN WORK

Please speak to your teachers and/or the Exams Officer if you are unsure as to whether you have used AI correctly.