

COMPETENZ AI GUIDE

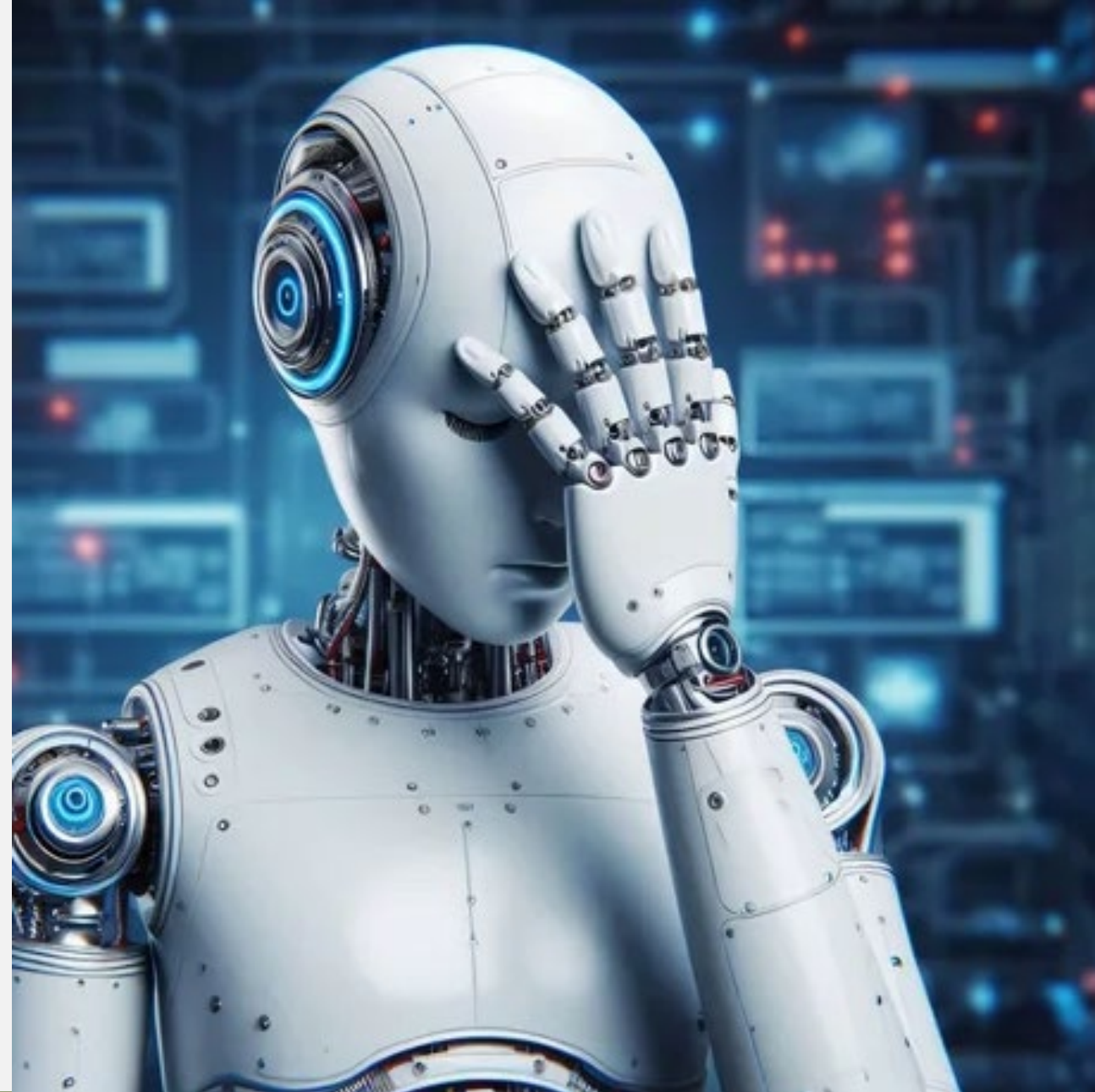
Can I use AI for my assessments?

No - You must not use AI to help with assessments.

This means no ChatGPT, Copilot, Gemini, or any other AI tools even for rewriting, summarising, or checking your answers.

Your assessments need to show your own thinking, skills, and effort.

That's how we know you're ready for the next step.



Why AI isn't allowed

- Fairness: Everyone should be marked on their own work.
- Trust: Your Assessor needs to see what *you* understand.
- Rules: Using AI in assessments breaks academic integrity policies.

What counts as AI use

- Getting AI to write or rewrite your answers
- Using AI to structure or summarise your work
- Submitting anything created or edited by AI
- Not telling us if you used AI even just a little



Check with your training Advisor before you use AI tools



Online AI Tools

Help with writing

Help with research

Help with coding

Help with creating visuals

- Generative AI tools can help with writing, research, coding, and creating visuals.
- They're great for boosting your learning but it's important to know their limits and use them responsibly.
- This information is here to help you use AI wisely in your studies.
- By understanding what AI can and can't do, you'll make smarter choices and keep things fair and honest.

What are the online AI Tools you can use

- Find out What AI is.
- Check out the ethics of using AI
- Find research tools
- Use AI accessibility tools
- Check out the Risks of using AI
- Make sure you know what is Appropriate and Inappropriate use of AI Tools
- Find out how to use Grammarly and Quilbot
- Check out "How to reference AI"



Aroha & Max are going to use AI to write something for an assessment

AI is smart but it's not a substitute for your voice or your thinking.

"If it's not your own words this is plagiarism"



I'm going to copy everything that GEN AI has given me for my whole assessment



I'm going to use AI to guide my thinking and explore ideas. I'm going to use my own words

Aroha & Max are going to use AI for research

Just because AI generated it doesn't mean you own it. Always include references in your work

"If you don't reference this is Copyright Breach"



I won't bother referencing the AI words in my assessment - that should be fine



I must remember to credit AI tools for the input - reference my sources!!

Aroha & Max are going to ask AI which grade of stainless steel to use for a conveyor in the food industry

Be careful about trusting everything AI says without verifying the information.
AI can "hallucinate"

"You might end up with unreliable information"

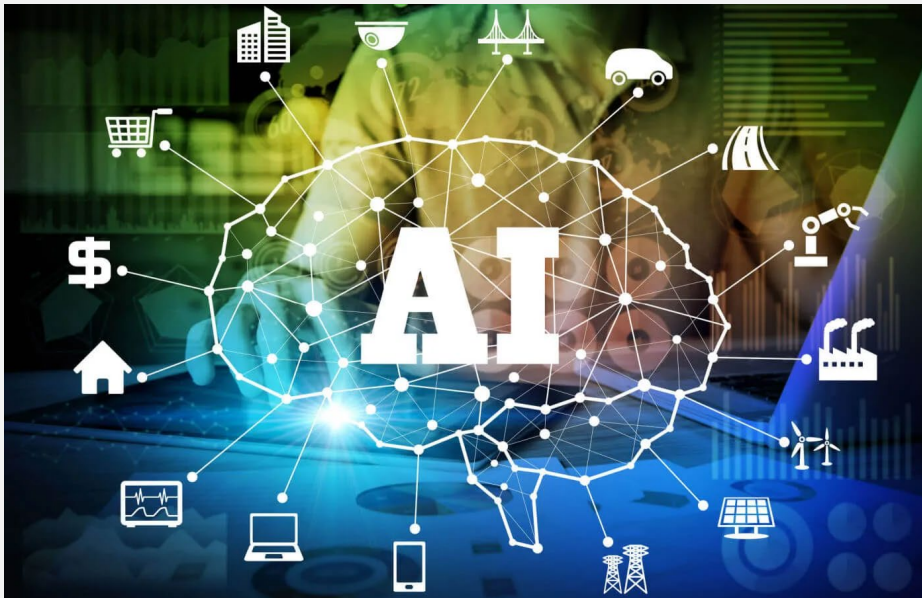


I don't think I'll bother checking the manufacturer's instructions, it looks correct!



I am going to check with my learning material, textbooks and manufacturer's recommendations.

Top Tips for Using AI



- **1. Start with a clear question:** Ask AI for ideas, not answers
- **2. Take notes:** Write down your thoughts alongside AI suggestions
- **3. Verify everything:** Fact check against trusted sources
- **4. Make it your own work:** Rewrite AI ideas in your voice
- **5. Reference your sources:** Always acknowledge AI input in your work

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