

**Guidelines for Students on the Use of AI in
Teaching and Written Exams in the
Chair of Prof. Villa Braslavsky
April 2026**

As in other areas of social life, the use of artificial intelligence (AI) is becoming increasingly widespread at universities. It offers numerous advantages, including its ability to effectively support academic work. However, there are significant risks and problems associated with its use, especially when an individual's intellectual contribution becomes increasingly overshadowed by AI-generated text outputs, leading to a situation where the user's role becomes limited to entering the corresponding prompts. To provide you with some guidance on the opportunities and challenges presented by the use of AI when working with academic texts and data, we have compiled an overview of legitimate and illegitimate uses here. Please take note of this and observe the guidelines compiled here in your daily university life, e.g., in your studies. The objective is to employ artificial intelligence in a conscientious manner, thereby enabling instructors to identify and assess your individual contributions. While the use of AI is permissible to a certain extent, it is not mandatory. The use of artificial intelligence does not guarantee an improvement in written work. While AI is a powerful tool for support, it is not a suitable or effective substitute for human work. The distinction is made when thinking is outsourced instead of being supported.

AI in Science

AI refers to the capabilities of machines that are able to systematize and process existing knowledge, draw connections, and thereby (to a limited extent) generate new insights. This presents a variety of prospects for scientific research, data collection, processing, and analysis, as well as the management of textual materials. While AI has the potential to support scientific work, it cannot and should not replace it. It is crucial to acknowledge that the outcomes generated by AI may not always be reliable or accurate. It is essential to verify all details thoroughly. This includes bibliographic references and the validity of arguments derived from cited sources. In the interest of transparency, it is essential to clearly indicate the steps in the knowledge production process for which AI tools were utilized. The following is a list of the steps for which you may use AI, those for which you may not, and those for which use is permitted only with reservations or after careful consideration.

AI can be used for the following steps in text editing.

- Formal correction of a text (spelling, punctuation, grammar)
- Formatting, citation style, bibliographies (layout, formal elements)
- Translations (please assess whether the translations are appropriate, and ensure that you do not claim them as your own work)

- Transcription of data (please only use "NoScribe"; <https://noscribe.de/de/>)

You may not use AI for the following aspects of academic work:

- Texts, arguments, and other content that you are required to produce independently as part of your coursework must not be generated by AI
- Data analysis (Please note that you have a high duty of care, particularly with regard to qualitative data, and must not hand this data over to others)

For these steps in the use of AI in an academic context, there are reservations; in other words, there is no blanket ban or approval, but rather a need to weigh the pros and cons:

- Summaries (as an intermediate step, it can be helpful to summarize external texts using AI; however, keep in mind that you cannot be certain whether the AI has adequately captured the text's central arguments and meaningfully condensed the content; under no circumstances should you incorporate AI-generated summaries or parts thereof into texts that you present as your own)
- Structuring (AI can be helpful in developing outlines, research questions, titles, or lines of argumentation; however, the outline and argumentation should not be based exclusively on AI-generated results)
- Editing (with the help of AI, your own text can be made more precise, thereby sharpening the argument; however, your own line of reasoning must not disappear in favor of that created by the AI through the editing process)
- Polishing the language of your own text (this is permissible to a certain extent, provided that the basic structure and style of your text are preserved)
- Literature research (is generally permissible, but should only be used to supplement other forms of research [e.g., OPAC catalog], because AI frequently/always invents literature and, in any case, only finds literature accessible online)

AI in exam performance

If you have used AI in preparing your exam work, you must disclose this by submitting the Declaration on the Use of AI Systems. There, you must indicate the purpose for which you used AI and confirm that you have read and understood these guidelines. If you have used AI in a manner or to an extent not permitted, this constitutes academic dishonesty as defined in the examination regulations. If examiners suspect cheating, the student in question will be notified and given the opportunity to submit a written statement. If the allegation cannot be refuted by the statement, the examination in question will be graded as cheating with a grade of 5. In repeated or serious cases, the student may be barred from all further examinations, resulting in withdrawal from the university.