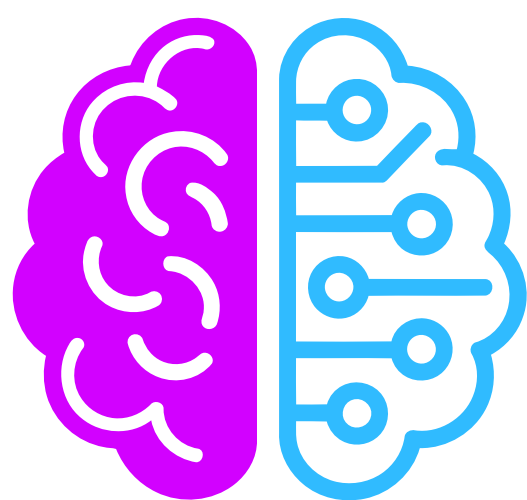


AI USE SCALE

Clarifying how and when I can use AI in my school work



As a principled ACS learner who has integrity and a noble character, the AI levels are to help me use AI responsibly, transparently and intentionally.



Here's a simple test:

If I use AI openly to help me learn, it's probably okay.

If I use AI to pretend I did something I didn't do, that's not okay.

LEVEL 0: NO AI



The assessment or task is completed entirely without AI assistance.

This level ensures that I rely solely on my knowledge, understanding and skills. AI must not be used at any point during the assessment.

Expectations for how I use AI at Level 0

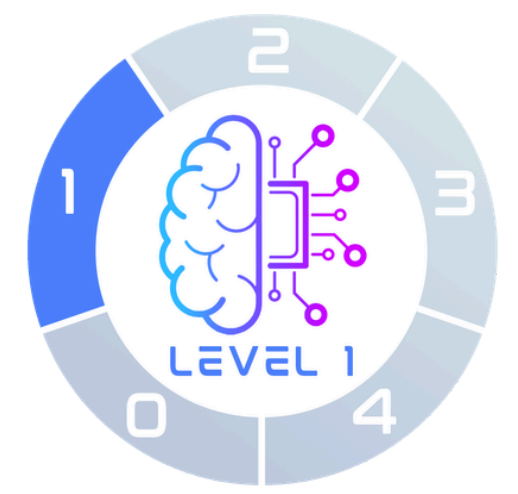
- I cannot use AI for any task, or part of a task, where my teacher has clearly stated that AI is not allowed.
- At this level the task must be exclusively my creation where I do all the thinking, writing and creating myself.



Level 0 Examples:

- ✓ Brainstorming
- ✓ Writing poetry or fiction
- ✓ Composing music
- ✓ Creating artworks

LEVEL 1: PLANNING WITH AI



PLANNING WITH AI

AI can be used in the assessment or task for brainstorming, generating ideas and planning. However, no AI content is allowed in the final submission.

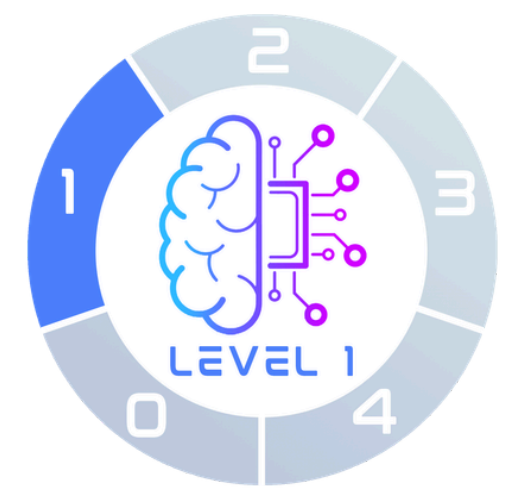
AI can also be used to aid research. Where sources are not provided, I must attempt to validate this knowledge. I must make notes in my own words and correctly reference any AI usage in the final submission.

Expectations for how I use AI at Level 1

I can use AI to support my initial thinking and preparation for the task. This includes:

- **Brainstorming & Planning:** I can use AI to help to plan my work, generate ideas, and get started.
- **Research Assistance:** I can use AI to aid in my research, but if it gives me facts without sources, I need to verify from other sources that the information is correct. Where information is taken directly from an AI source it must be referenced in my submission.
- **Active Note-Taking and Summarization:** I can use AI to summarize my raw notes, but the notes I take from any source—AI or otherwise—must always be written in my own words. When submitting my final work, I must reference how I utilized the AI tool in this process.

LEVEL 1: PLANNING WITH AI



PLANNING WITH AI

Expectations for how I use AI at Level 1

- **Generating Exemplars:** I am allowed to use AI to generate sample essays or examples for specific concepts. This helps me understand how to organize my writing, develop my ideas, or better understand a concept, but I must not include any of these examples in the final work I submit. I can ask AI to suggest possible research questions, but the final question I use must be my own—not one that was directly generated by AI.



Level 1 Examples:

- ✓ Summarising notes
 - ✓ Researching topics
 - ✓ Brainstorming ideas
 - ✓ Creating examples to help me in my understanding
- **AI Scaffolding is Prohibited:** I cannot use AI to scaffold my work - for example converting notes into a detailed outline for an essay or experiment. This fundamentally crosses the line from simple planning into creation and compromises my intellectual ownership.
 - Scaffolding means asking the AI to generate a complete, detailed outline or a ready-to-use logical blueprint (the skeletal structure of the paper). This dictates the flow, core arguments, and overall logic, reducing my role to merely filling in evidence.
 - **Required Citations:** When I use AI, I must maintain accountability for the content and clearly document its use.
 - Where I use AI, I must reference this in my final submission, both through in-text citations and in my Works Cited page.
 - To create an MLA in-text citation for any AI source I use, I do not use the AI tool as the author. Instead, I use a shortened version of the prompt I entered in parentheses, in place of the author's name. For example, if my prompt was 'Describe the symbolism of the green light,' my in-text citation would be ('Describe the symbolism')

LEVEL 1: PLANNING WITH AI



PLANNING WITH AI

Expectations for how I use AI at Level 1

- If I use AI to help create a structure or outline for my assignment, I must make sure to cite it properly in my final work.
- **Final Submission Content:** I must not include any content that was directly generated by AI.
 - **No AI Refinements and Editing:** AI cannot be used to perform high-level editing or composition tasks, including:
 - Writing my body paragraphs (converting notes into finished prose).
 - Refining my work grammatically or improving sentence construction. Correcting spelling is accepted.
 - Enhancing the coherence and logic of the arguments I make.
 - **No Assessment Tools:** AI must not be used to mark, grade, or evaluate my work.



IB/IGCSE
COURSEWORK

Coursework Clarification

All IB and IGCSE coursework must adhere to either Level 0 or Level 1 of the AI Use Scale. If I am unsure about this, I must consult my teacher.

LEVEL 2: REFINING WITH AI



REFINING WITH AI

AI can be used to improve the clarity or quality of my work and refine the final output, but no new content can be created using AI.

My original work (without AI refinements) must be provided in an appendix for comparison.

Expectations for how I use AI at Level 2

- I can use AI to edit my essay or project. I can't ask AI to rewrite or mark my work.
- I can use AI to suggest improvements to the grammar and sentence construction in my work.
- In all cases a copy of the original work with no AI content must be submitted to my teacher in an appendix.



Level 2 Examples:

- ✓ Using AI to elevate my writing to a higher level
- ✓ Editing an essay or project
- ✓ Using AI to redraft an essay, or particular paragraphs, to better convey my ideas



IB/IGCSE
COURSEWORK

Coursework Clarification

Using AI at Level 2 is not permissible for IB & IGCSE Coursework.

LEVEL 3: EVALUATING AI



EVALUATING AI

AI is used to create content which I evaluate. This level requires critical engagement with AI-generated content, and human evaluation of its output.

Expectations for how I use AI at Level 3

- I can use AI to create and explore different types of texts—like data sets, news articles, poems, short stories, or historical documents—so I can check how accurate, trustworthy, and meaningful they are.
- I can use AI to mimic the writing styles and tones of different authors to better understand how language, voice, and technique shape the way ideas are communicated.
- I can use AI to generate counterarguments to my own opinions, helping me see issues from different points of view and improve my critical thinking.
- I can use AI to help me understand literary texts more deeply.
- Where I use AI to create content I must cite this.



Level 3 Examples:

- ✓ Using AI to imitate different writing styles or tones
- ✓ Creating data sets, articles, poems, short stories, historical documents, synopsis, summaries to evaluate or validate
- ✓ Generate AI counterarguments to view concepts from different perspectives



IB/IGCSE
COURSEWORK

Coursework Clarification

Using AI at Level 3 is not permissible for IB & IGCSE Coursework.

LEVEL 4: CREATING WITH AI



CREATING WITH AI

AI should be used as a “co-pilot” in order to meet the assignments requirements, allowing for a collaborative approach with AI enhancing creativity.

I may use AI throughout the assessment to support my work; there is no need to specify AI-generated content.

I am permitted to utilize AI in all phases of the task or assignment, working in collaboration with the technology to inform and create my work.

Expectations for how I use AI at Level 4

- **Concept Clarification and Study Aids:** I can use AI as a personal tutor to strengthen my understanding of complex material.
 - I am permitted to use AI to break down challenging concepts into simpler terms, promoting deeper and faster comprehension.
 - I can utilize AI to explain difficult topics in more accessible language, acting as a valuable study tool.
- **Creative Collaboration and Design:** I can treat AI as a co-creator:
 - I can use AI to help design experiments and create science reports.
 - I can get assistance from AI when drafting a proposal for a project.
 - I can use AI tools to help me brainstorm/create original works of art or design.
 - I can collaborate with AI as a co-author to write stories, poetry, or essays.
- **I don't need to say which parts of my work were created by AI.**



Level 4 Examples:

- ✓ Content for a school social media feed
- ✓ Creating an artwork or design
- ✓ Explaining a complex topic simply
- ✓ Automated experimentation design and report creation
- ✓ Writing a proposal
- ✓ AI used to write stories, poetry or essays in a student's voice



IB/IGCSE
COURSEWORK

Coursework Clarification

Using AI at Level 4 is not permissible for IB & IGCSE Coursework.