

## 1. Introduction

This policy provides guidance on the misuse of Artificial Intelligence (AI) in IRM assessments. Its purpose is to promote responsible and ethical use of AI tools in the context of assignment writing within IRM. This policy aims to safeguard academic integrity, prevent, and reduce the risk of plagiarism, malpractice and ensure that assignments reflect the student's own independent effort and work.

## 2. Scope

This policy applies to all students, assessors, examiners, and staff involved in the assessments process at IRM.

## 3. Definitions

- 3.1. *"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"* (JCQ, 2023).
- 3.2. There are several AI tools available on the market and these are likely to increase in future. AI tools includes software or technology which uses artificial intelligence, machine learning, or natural language processing to assist individuals in generating, editing, or enhancing written content. There are also editing tools such as Grammarly, which assists with reviewing spelling, punctuation, grammar, errors, etc. Any editing tools used must be acknowledged in the references section of the assignment.
- 3.3. Academic Integrity refers to students committing to 'honesty, trust, fairness, respect, responsibility, and courage'.

## 4. AI use in Assessment

- 4.1. Using AI within assessments can present significant risks for students. The responses produced by AI tools can be inaccurate and unreliable, consequently leading to poor quality submissions by students. It has also been found that some AI tools produce false references for books and articles which can pose risk to academic integrity.

4.2. All assignments written must be the student's own independent work. This means ensuring that both the final assignment is in their own words, and is not copied and pasted from another source, including an AI tool, and that the content reflects their own independent work. Any paraphrased text must be appropriately referenced. Assignment tasks are set to provide students the opportunity to demonstrate their own knowledge and skills, and that they have met the required learning outcomes as outlined in the qualification specification.

## 5. AI misuse in Assessments

5.1. IRM adopts the Joint Council for Qualifications' (JCQ) guidance on AI use in Assessments. This guidance states *"AI tools must only be used when the conditions of the assessment permit the use of the internet and where the student is able to demonstrate that the final submission is the product of their own independent work and independent thinking"* (JCQ, 2023, p.3).

5.2. If any sections of a student's work are reproduced directly from AI generated responses, they must identify those elements. However, AI generated responses will not allow students to demonstrate that they have independently met the marking criteria, therefore they will not be rewarded with any marks for these sections.

5.3. JCQ's (2023) examples of AI misuse encompass (but not limited to):

- Copying or paraphrasing sections of AI-generated content so that the work is no longer the student's own
- Copying or paraphrasing whole responses of AI-generated content
- Using AI to complete parts of the assessment so that the work does not reflect the student's own work, analysis, evaluation or calculations
- Failing to acknowledge use of AI tools when they have been used as a source of information
- Incomplete or poor acknowledgement of AI tools
- Submitting work with intentionally incomplete or misleading references or bibliographies.

5.4. The misuse of AI tools by students will constitute malpractice under *IRM's QA-05 Candidate Malpractice and Maladministration Policy*. The Candidate Malpractice and Maladministration Policy can be accessed by students in Moodle. Possible sanctions for failing to declare or falsely declaring the authenticity of students' work or the misuse of AI includes warning being issued, no marks being awarded for the assessment, results for all the student's outstanding assessments withheld, suspension from taking IRM assessments for up to three years, disqualification from the award, etc.

## 6. AI detection tools

All student assignments are submitted in Moodle, via a software called Turnitin. This software checks for the originality of students' work and helps to identify potential plagiarism. This tool has recently been enhanced to detect AI-generated content or AI-assisted writing. IRM will use this new AI detection feature when considering the authenticity of a student's work. IRM will not accept any assignments which is not the student's own independent work. Where IRM suspects that a candidate has misused AI, it will launch an investigation in line with its malpractice policy.

## 7. Referencing

All sources used when writing assignments, including AI or editing tools (e.g., Grammarly) must be appropriately referenced. Failure to do so will be considered as plagiarism and a breach of academic integrity, thus constituting malpractice, and being treated as such.

## 8. Reporting Suspected AI Misuse

Anyone wishing to report suspected AI misuse should follow *IRM's QA-05 Candidate Malpractice and Maladministration Policy*.

## 9. Review and Monitoring

9.1. IRM will continue to monitor students' work for the use of AI tools in assignments to ensure compliance with this policy.

9.2. This policy will be reviewed annually to ensure it remains effective, valid, and relevant. It may need to be reviewed earlier as and when AI technology continues to develop and evolve.



# QA-10 IRM Policy on the Use of Artificial Intelligence (AI) In Assignment Writing

## References

JCQ (2023) *AI use in assessments: Protecting the integrity of qualifications*, [www.jcq.org.uk](http://www.jcq.org.uk). Available at: <https://www.jcq.org.uk/wp-content/uploads/2023/04/JCQ-AI-Use-in-Assessments-Protecting-the-Integrity-of-Qualifications.pdf> (Accessed: 01 September 2023).