

輔仁大學外語學院生成式 AI 使用原則說明

Principles for the Use of Generative AI at the College of Foreign Languages, Fu Jen Catholic University

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為因應本院師生與職員生成式 AI 工具之使用,輔仁大學外語學院說明如下:

To address the use of generative AI tools by faculty, students, and staff, the College of Foreign Languages at Fu Jen Catholic University has outlined the following principles:

<p>1. 與時俱進而非過度依賴: 生成式 AI 發展對教學與學習 (e.g. 語言學習、大腦認知)、人際關係、語言翻譯與圖像生成、資料搜尋與整理等等, 均有巨大影響; 師生與行政人員均應瞭解並學習如何運用 (e.g. 精進提問方式), 並保持獨立思考空間, 以在教學、研究與行政作業時作下明智的決策與抉擇。</p>	<p>1. Progress with the Times Without Overreliance: The development of generative AI has a significant impact on teaching and learning (e.g., language learning, cognitive processes), interpersonal relationships, language translation and image generation, data searching, and organization. Faculty, students, and administrative staff should understand and learn how to use these tools (e.g., refining question-asking techniques) while maintaining independent thinking to make informed decisions in teaching, research, and administrative work.</p>
<p>2. 使用基本原則: 不論是教學、研究與行政, 均應謹守以下原則: — 確認使用的場合與目的合宜, 接收端 (老師、學生、行政人員、外部關係人) 被告知並可以接受生成式 AI 產品; — 避免過度依賴; — 謹守學術誠信原則, 完全揭露使用方式; — 保護隱私, 須將個人資料去標籤化; — 嚴謹查核, 避免錯誤。</p>	<p>2. Basic Principles for Use: Regardless of whether it is for teaching, research, or administration, the following principles should be adhered to: - Ensure that the context and purpose of use are appropriate, and inform the recipients (e.g., teachers, students, administrative staff, external stakeholders) of the AI-generated content, ensuring they find it acceptable. - Avoid overreliance. - Abide by principles of academic integrity and fully disclose the methods of use. - Protect privacy by anonymizing personal data. - Conduct rigorous fact-checking to avoid errors.</p>
<p>3. 課程明訂學習目標, 因應時代所需: 不同課程 (基礎或進階語言課程、基礎或進階文學與文化課程、理論課程、專業知識課程、數位科技課程、實務應用課程) 宜明訂學習目標, 並積極訓練組織、思辨、創意、事實查</p>	<p>3. Clearly Defined Learning Objectives Aligned with Current Needs: Courses (whether foundational or advanced language courses, foundational or advanced literature and culture courses, theoretical courses, professional knowledge courses, digital technology courses, or practical application courses)</p>

<p>核、與人和 AI 溝通合作等時代所需之能力。</p>	<p>should clearly define learning objectives. They should also actively train students in skills such as organization, critical thinking, creativity, fact-checking, and collaboration with both humans and AI, which are essential in today's world.</p>
<p>4. 課程使用 AI 原則：各種課程宜明列「反抄襲以及生成式 AI 使用原則」，師生宜充分溝通；例如，</p> <ul style="list-style-type: none"> — 基礎專業能力測驗階段，禁止 AI 工具使用或運用其互動功能； — 進階問題解決與實務運用階段，可採取 AI 工具使用，但須完全揭露； — 不同課程亦可細分不同學習階段 AI 使用的原則與方法，以將 AI 對學習的正面效應最大化。 <p>（例如，寫作課的發想、構思、組織、改寫，以及最後潤稿階段、參考：〈中央大學對於師生使用 Chat GPT 基本原則〉）</p>	<p>4. AI Usage Principles in Courses: Each course should explicitly outline "anti-plagiarism and generative AI usage principles," ensuring thorough communication between faculty and students. For example:</p> <ul style="list-style-type: none"> - In foundational professional skill assessment stages, the use of AI tools or their interactive functions should be prohibited. - In advanced problem-solving and practical application stages, AI tool use may be permitted but must be fully disclosed. - Different courses may further refine AI usage principles and methods at different stages of learning to maximize the positive effects of AI on learning. <p>(For instance, in writing courses, AI may assist in brainstorming, planning, organizing, rewriting, and final editing stages. Reference: "Basic Principles for the Use of ChatGPT by Faculty and Students at National Central University.")</p>
<p>5. 以謹遵學術倫理為最高原則：任何違背學術倫理之生成式 AI 使用案例，將依以下法規處置：</p> <p>（教師） 「輔仁大學學術倫理管理實施辦法」或 （學生） 「輔仁大學學生獎懲辦法第七條第 19 款與第九條第 7 款」。</p>	<p>5. Adhering to Academic Ethics as the Highest Principle: Any cases of improper use of generative AI that violate academic ethics will be dealt with according to the following regulations:</p> <ul style="list-style-type: none"> - (For faculty) "Fu Jen Catholic University Implementation Measures for Managing Academic Ethics." - (For students) "Article 19 of Clause 7 and Article 7 of Clause 9 of the Fu Jen Catholic University Student Rewards and Punishments Guidelines."
<p>AI 之發展日新月異,後續將觀察 AI 發展趨勢與因應作為,及各單位於人工智慧應用之推動情形,持續滾動修正本參考指引。</p>	<p>Continuous Review and Revision As AI development continues to evolve, this guide will be updated based on observed trends and responses, as well as the progress of AI applications across various units within the university. The principles will be adjusted on a rolling basis to remain relevant and effective.</p>

1) 台大外文系 (已公布) 與輔大英文系 (討論中) :

基於學術誠信和知識誠實對於正確公平地評價學生的工作至關重要，因此輔仁大學英國語文學系堅持學生提交的所有作業、論文和研究項目都應該是學生自己獨立完成的原創作品。該系不認為部分或全部由生成性人工智慧生成的內容是原創作品。因此，教師認定是使用生成性人工智慧所生成的作業可能被視為學術不當行為，可能會受到系上的紀律處分。

然而，如果經過課程講師的授權，反思性地使用生成性人工智慧應當被允許。在獲得教師或論文/研究指導老師的批准後，學生應該

- A. 清楚描述並提供生成式人工智慧使用情況。
- B. 指出對生成式人工智慧的使用，並指明所使用的軟體、平台或應用程式等，遵守 MLA、APA 或其它引用系統。以下是 MLA 格式和 APA 格式的參考示例。

MLA style

MLA full citation format

'Prompt' Prompt Description. Product Name, Company, Date Accessed *. URL.

Sample

"How to write a descriptive essay" To find a descriptive essay sample. ChatGPT, OpenAI, 23 Mar. 2024. <https://chat.openai.com/c/65e9086c-323a-466c-a369-ef68455e97e1>.

MLA in-text citation (Sample)

..... ("How to write a descriptive essay")

APA style

APA full citation format

Product name. (Date Accessed). Product name. URL.

Sample

OpenAI. (2024). ChatGPT. <https://chat.openai.com/c/65e9086c-323a-466c-a369-ef68455e97e1>.

APA in-text citation (Sample)

..... (How to write a descriptive essay, 2024)

2. 清華大學 生成式人工智慧倫理聲明 分為四種，並提供範例

中文版：<https://curricul.site.nthu.edu.tw/p/404-1208-248357.php?Lang=zh-tw>

英文版：<https://curricul.site.nthu.edu.tw/p/404-1208-248378.php?Lang=zh-tw>

1. 完全開放使用 無須註明 -100% Unrestricted use No disclosure required
2. 有條件開放 請註明如何規範其使用 (提供 2 範例供參) Conditionally open please specify how to utilize generative AI in course output (see example 1 and 2)
3. 禁止使用 請註明相關的監管機制 (提供 1 範例供參) Prohibited use please specify relevant monitoring mechanisms (see example 3)
4. 本課程無涉及 AI 使用 Not applicable

2. GEN AI 產生影音引用原則：

a. 所引用文章、影片與圖片均須註明出處 (每一個圖檔都有文內[in-text citation]與文末引用[end-of-text citation]說明)，並不得侵害他人著作權。

b. 使用 AI 規範：

- i. 必須親自錄音，不可由 AI 軟體代勞。
- ii. 檢附作品設計、數據分析過程，包括
 - (1) 自製文稿、AI 文稿對照表
 - (2) 所使用圖像、影像生成之 AI 工具
 - (3) 使用比例(例校對、翻譯、文字內容和圖像)。

3. 積極運用生成式 AI Active Usage

“I expect you to use AI (e.g., ChatGPT and image generation tools) in this class.

<https://hbsp.harvard.edu/inspiring-minds/why-all-our-classes-suddenly-became-ai-classes>In fact, some assignments will require it. Learning to use AI is an emerging skill and I provide [tutorials](#) on how to use them. I am happy to meet and help you with these tools during office hours or after class.

“Be aware of the limits of ChatGPT, such as the following:

- If you provide minimum-effort prompts, you will get low-quality results. You will need to refine your prompts in order to get good outcomes. This will take work.
- Don't trust anything it says. If it gives you a number or fact, assume it is wrong unless you either know the answer or can check with another source. You will be responsible for any errors or omissions provided by the tool. It works best for topics you understand.
- AI is a tool, but one that you need to acknowledge using. Please include a paragraph at the end of any assignment that uses AI explaining what you used the AI for and what prompts you used to get the results. Failure to do so is in violation of academic honesty policies.
- Be thoughtful about when this tool is useful. Don't use it if it isn't appropriate for the case or circumstance.”

[Inspiring Minds Why All Our Classes Suddenly Became AI Classes](#)

[Acknowledge, Describe, Evidence template](#)— University of Sheffield 提供

參考出處：

- 台大：[台大五大規範](#)（師生溝通使用原則、註明出處、避免過度依賴、精進提問方式、明訂學習目標）
- 中央大學：分教學、研究 **【[中央大學對於師生使用 Chat GPT 基本原則](#)】**
- [師範大學](#) 提供師生與行政人員使用方式
- [教育第一線視角下，生成式 AI 融入教學生態系的多模態](#)
- 顏榮泉。〈[從認知處理觀點評論生成式 AI 對學習的影響](#)〉。《臺灣教育評論月刊》2024 (13.3) :頁 144-153。
- 〈[國立臺灣大學外國語文學系學生使用生成式 AI 參考指引](#)〉