# Example 2: Tabular Documentation of the Use of Generative AI

Center for Teaching and Learning, **accessible version** 3.0, June 2025, from:  
🔗[AI in academic writing processes](https://www.hs-bremen.de/en/die-hsb/organisation/zentrale-einheiten/zentrum-fuer-lehren-und-lernen/ki-in-studium-und-lehre/translate-to-english-studierende-ki-kennzeichnung/#c40393)

## Examples of tabular documentation of AI usage

* This template presents two different documentation approaches. It makes sense to choose one and follow it consistently. **Please make sure to read the additional information on page 2.**
* The **table** may be **placed** **in** the **appendix**; however, its inclusion at another point in the paper is also conceivable.

## Table 1 – Table sorted by work phases

|  |  |  |
| --- | --- | --- |
| **1. Phase in the work process** | **2. Usage / Task Description** | **3. GenAI / Research Assistant** |
| Name the work steps or the area of application | Description of the work step | Name of the tool/version, provider, URL |

## Table 1 – Example

|  |  |  |
| --- | --- | --- |
| **1. Phase in the work process** | **2. Usage / Task Description** | **3. GenAI / Research Assistant** |
| **Idea generation and brainstorming** | Extending individual brainstorming by adding relevant, topic-specific questions | Gemini 2.0 Flash, Google <https://gemini.google.com/> |
| **Research** | Literature research based on the following prompt: [insert prompt or question here “Prompt”] | ScienceOS, <https://www.scienceos.ai/> |
| **Definition of scope** | Feedback on the formulation of the research question and the selection among different versions | ChatAI [Deep Seek R1] GWGD [https://sso.academiccloud.de](https://sso.academiccloud.de/) |
| **Structuring the topic** | Development of an outline | Gemini 2.0 Flash, Google <https://gemini.google.com/>  ChatGPT 4o mini, OpenAI <https://chatgpt.com/> |
| **Revision of the text** | Evaluate and refine the phrasing across the entire paper, if needed | Claude 3.5 Haiku, Antrophic <https://claude.ai/> |
| **Revision of the text** | Translations from German-language articles [specify source here] | DeepL Translator (EN-DE) <https://www.deepl.com/> |

## Table 2 – Classification of AI use by extent of GenAI involvement

Writing Center of Goethe University Frankfurt am Main

🔗 [Framework for Developing Guidelines in AI-Supported Writing Processes (PDF)](https://www.starkerstart.uni-frankfurt.de/149427334.pdf)

|  |  |  |
| --- | --- | --- |
| **1. Degree of GenAI Usage** | **2. Work step** | **GenAI/Research Assisant** |
| **1 – Inspiration** | Description of work steps that provide inspiration <https://www.starkerstart.uni-frankfurt.de/149427334.pdf> | Name of the tool/version, provider, URL |
| **2 – Supplementary** | Description of work steps that complement existing material: <https://www.starkerstart.uni-frankfurt.de/149427334.pdf> | Name of the tool/version, provider, URL |
| **3 – Supportive** | Description of work steps that provide dialogic support<https://www.starkerstart.uni-frankfurt.de/149427334.pdf> | Name of the tool/version, provider, URL |
| **4 – Content-Shaping** | Description of content-shaping work steps<https://www.starkerstart.uni-frankfurt.de/149427334.pdf> | Name of the tool/version, provider, URL |

Created based on: Writing Center of Goethe University Frankfurt/Main: Framework for Developing Guidelines in AI-Supported Writing Processes. Available online at <https://www.starkerstart.uni-frankfurt.de/149427334.pdf>, last accessed on 26 March 2025.

## Table 2 – Example

|  |  |  |
| --- | --- | --- |
| **1. Degree of GenAI Usage** | **2. Work step** | **GenAI/Research Assisant** |
| **1 – Inspiration** | brainstorming with relevant, topic-related questions | Gemini 2.0 Flash, Google <https://gemini.google.com/> |
| **2 – Supplementary (a)** | Identify key thematic areas based on one’s own notes | ChatGPT4.0, HSBrain,  <https://hsbrain.on.hs-bremen.de/> |
| **2 – Supplementary (b)** | Research matrix completed | ChatGPT4.0, HSBrain,  <https://hsbrain.on.hs-bremen.de/> |
| **3 – Supportive** | Research question refined and improved through dialogue with the GenAI | ChatAI [Deep Seek R1] GWGD [https://sso.academiccloud.de](https://sso.academiccloud.de/) |
| **4 – Content-shaping (a)** | Reductions and refinement of academic language throughout the entire text | Claude 3.5 Haiku, Antrophic <https://claude.ai/> |
| **4 – Content-shaping (b)** | Develop an outline on the topic | ChatGPT 4o mini, OpenAI <https://chatgpt.com/> |

## Good to know

1. Why does this declaration option not include detailed documentation of the prompt-output history (chat history) in the appendix?

This option assumes that the description provided is transparent and sufficient as documentation. Responsibility for the text lies with the human author. GenAI is considered a tool or aid.

1. A combination of this template with “Example 2 – Table/tabular documentation” is possible. To clarify the description, selected example prompts and outputs can be added to the appendix.
2. **Important, especially if specified in advance:** For this type of declaration, examiners may require a detailed documentation of the prompt-response history.
3. It is **generally recommended** to maintain your **own documentation** of the use of Generative AI to ensure transparency and traceability — similar to the **documentation kept in laboratory notebooks or research journals**.
4. This template is one of several ways to indicate the use of AI in academic writing. Further options can be found here: [🔗 AI disclosure and documentation](https://www.hs-bremen.de/en/die-hsb/organisation/zentrale-einheiten/zentrum-fuer-lehren-und-lernen/ki-in-studium-und-lehre/translate-to-english-studierende-ki-kennzeichnung/#c41252)

## Guidelines on Authorship & Copyright When Using AI Tools

* Outputs (responses to a prompt) generated by generative AI do not constitute scholarly sources and must be checked for factual accuracy.
* The authorship of a text and responsibility for its content lie with the human user.
* Licensed works may not be uploaded to an AI chatbot. **Further information and a checklist can be found here:** 🔗[General information on the use of AI in academic writing](https://www.hs-bremen.de/en/die-hsb/organisation/zentrale-einheiten/zentrum-fuer-lehren-und-lernen/ki-in-studium-und-lehre/translate-to-english-studierende-ki-kennzeichnung/#c41251)