

## Basic Policy on the Use of Generative AI at the University of Tsukuba

The purpose of University of Tsukuba is to develop human resources equipped with creative intellect and a rich sense of humanity and contribute to the advancement of science and culture, while constantly responding to the changes in modern society.

The university also recognizes the importance of maintaining the confidentiality of data in research, ensuring the accuracy and originality of academic papers, and promoting free and fair research.

Generative AI is expected to produce significant academic and industrial achievements. The university's basic policy is to actively utilize new technologies to help them to take root in society.

All faculty, employees, and students involved in the fundamental activities of the university are to respect and utilize originality and novelty, the most important characteristics of education and research.

However, users should be aware of their responsibilities and handle the data with care. They must recognize that there are currently problems such as the inability to verify the authenticity and correctness of information, disputes over copyright infringement and problems related to the protection of academic originality; concerns about the leakage of personal and other confidential information; and the risk that the data may be used for speech and thought control by arbitrary selection of data, etc.

Specifically, please pay attention to the following.

### - Prompts for Generative AI

Do not include in generative AI prompts confidential information obtained in the course of your work or nonpublic information such as research plans, research results, etc.

### - Clarification of Original Sources

When using text, images, etc. generated by AI sources in articles, books, educational materials, or learning achievements prepared by faculty, employees, and students of the University of Tsukuba, the use shall be limited to cases where the original sources can be properly clarified and in a proportion that does not raise concerns about the originality of the text as a whole.

In addition, information that cannot be verified as not being false or free of copyright or other issues must not be used.

### - Points to Note on Information Bias, etc.

Always confirm and refer to primary sources and handle with due care, recognizing that information obtained from generative AI may contain false information with a specific intention or be biased.

### - Use of Software Equipped with Generative AI

In the future, as software equipped with generative AI, such as Microsoft Office, becomes more prevalent, generative AI may be functioning in the background when you are working without being aware that you are using it. Recognize this and pay due care to the environment settings of the software in question.

- Understanding the Latest Trends

The technological development of generative AI is constantly evolving, and the benefits and associated risks are also always changing.

Keep abreast of the latest developments in the discussion over generative AI and precautions for its use and respond appropriately.

These specific points to note reflect the situation as of May 2023. They will be updated and published again should any changes be required in the future.