
Prompting Best Practices

How Are Libraries or Their Home Institutions Creating, Sharing, Applying, and Adapting GenAI Policies?

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Workshop Folder (temporarily available):

bit.ly/PannabeckerPromptingBestPracticesGAIL2024.

Archived materials linked on Slide 8 (last slide)



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Agenda

A note on language:
I'm using 'policy' as a
placeholder for formal
policies or less formal
institutional guidance
and similar

- 1:15 - 1:18 **Welcome and Agenda**
- 1:18 - 1:30 **Brief review of select policies** on Gen AI in Teaching, Learning, Research
- 1:30 - 1:45 **Breakout Groups Discussion**
 - You will be assigned to a breakout room for group discussion
 - Introduce yourselves to each other with:
 - *Your name, institution, title, (pronouns if you'd like to share)*
 - *One comment about (and a link if you have one) for a policy on Gen AI in teaching, learning, or research at your institution, a policy you've seen elsewhere, or a comment on such policies in general*
 - Identify Someone to be the Group Recorder and Reporter
 - *Please add notes to your group's notes document [LINK]*
 - Discuss example policies shared in the overview or in your group's introductions
 - *What is useful or essential in these policies?*
 - *How are you or others in your institution applying them in your work or recommending them to others?*
 - *What would you add to existing policies?*
 - *What questions or concerns do you have?*
 - *How do these policies or institutions approach policy updates?*
- 1:45-1:55 **Group Report Backs** 1-2 minute report back from each group
- 1:55-1:58 **Wrap up** and links to the shared discussion documents for reference.

—
**What is important
to include in
policies on Gen AI
in teaching,
learning, or
research?**



Share your
thoughts in
chat

General Resources

The collage features three main resource cards:

- UNESCO:** A card titled "Guidance for generative AI in education and research" with an illustration of a person interacting with a robot and a computer screen.
- ASSOCIATION OF RESEARCH LIBRARIES:** A card titled "Research Libraries Guiding Principles for Artificial Intelligence" with a "Background" section. The text states: "Artificial intelligence (AI) technologies, and in particular, generative AI, have significant potential to improve access to information and advance openness in research outputs. AI also has the potential to disrupt information landscapes and the communities that research libraries support and serve. The increasing availability of AI models sparks many possibilities and raises several ethical, professional, and legal considerations." Below this, it says: "Articulating a set of research library guiding principles for AI is useful to influence policy and advocate for the responsible development and deployment of AI technologies, promote ethical and transparent practices, and build trust among..."
- OECD.AI Policy Observatory:** A card titled "OECD AI Principles overview" with a navigation menu (Home, Blog, Live Data, Committee, Privacy) and a section for "Principles for trustworthy AI" under "Values-based principles".

Collections

- [OECD AI Policy Observatory](#) which provides
 - Information on over 6000 AI Policy initiatives from 60 countries, territories and the EU (OECD.AI, 2021)
 - [OECD AI Tools and Metrics Catalogue](#) to develop and use AI that is trustworthy
- [AI Ethics Guidelines Global Inventory](#) from AlgorithmWatch (AW)
- [2020 AI Readiness Index](#) developed by Oxford Insights and the International Research Development Centre (IDRC)
- [Linking Artificial Intelligence Principles](#) (LAIP) Dashboard -- [AI Principles / statements collection](#)
- [Worldwide AI Ethics dashboard](#) developed by AI Robotics Ethics Society researchers

Highlights of Selected Policies

[Spreadsheet](#) *(Text links to temporary workshop folder. See Slide 8 (last slide) for archived materials)*

- Introduction to AI, Gen AI
- Why it matters (in education, in research, to audience addressed)
- Institutional Approach
- Specific Guidelines in contexts
- Limitations -- Accuracy, transparency (or lack), intellectual property (IP)
- Data Privacy and Security
- Practice: Responsibility for your work / teaching, Accuracy, Reflection, Evaluation of tools, Ethical Use, Human / Technology Balance, Explore, Disciplinary differences, Citation / appropriate use
- Examples, Resources, Training
- Other specifics like Social and Environmental Impact, Accessibility

Breakout Discussions

Group Notes: see the links to materials on Slide 8 – during the presentation, a link was shared in chat to the group shared documents

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Groups Report Back

Thank you! Questions?

Presentation Folder

(Presentation Google Drive folder will be available for a limited time. Recording at [GAIL YouTube channel](#). Slides and materials archived in [GAIL 2024 OSF](#) and at [VTechWorks institutional repository](#).