Author Use of Artificial Intelligence (AI)

ACDA recognizes the emergence and continuing evolution of AI-powered tools for writing and research assistance, and we acknowledge the potential challenges as well as the possible opportunities. In the interest of upholding academic integrity and ethical use of such technology, we have created the following guidelines.

Authorship

Human authors are fully responsible for the accuracy and originality of their work. As such, they are liable for any breach of publication ethics, as noted on the Choral Journal's "Statement of Publication Ethics and Malpractice." AI Tools should not be named as authors or co-authors. (See: COPE Position on Authorship and AI Tools: https://publicationethics.org/guidance/cope-position/authorship-and-ai-tools)

IMPORTANT: To protect your work, it is recommended that authors do not enter a draft or completed article as a prompt or upload to any Generative AI Tool. Generative AI may retain and be trained on any information you enter and could inform a future output, leading to the possibility that your work will be plagiarized by someone else.

Assistive AI Tools vs. Generative AI Tools

Assistive AI Tools comprise technology that provides suggestions or corrections to content you have created independently. For example: Microsoft Word or Google Doc tools that flag spelling or grammatical errors or suggest the next word or phrase to improve clarity of phrasing, and programs such as Grammarly and Language Tool. Authors are not required to disclose use of Assistive AI Tools in their work.

Generative AI Tools comprise technology that produces content based on submission of a prompt. Even if the author has made significant changes to the content afterward, the content is considered AI Generated since AI was the primary creator (generator) of the content. Some examples include OpenAI and ChatGPT. Authors are required to disclose use of Generative AI Tools, including text, images, or translations. The submission form includes a section where authors will declare the tool used and the purpose of the usage.

Right of Rejection

Use of a Generative AI Tool must be consistent with ACDA's commitment to the integrity and quality of our publications. The Choral Journal values human intelligence and creativity. The editor reserves the right to reject the submission at any time during the publishing process. The editor and reviewers will do their best to identify plagiarism or inaccuracy due to the use of AI Tools; however, human authors are fully liable for ensuring the accuracy of their submission and disclosing use of AI Tools.

Editors and reviewers must not use Generative AI Tools to create decisions for review nor summaries of unpublished research. ACDA acknowledges that the use of AI for editorial work presents confidentiality and copyright issues.

Guidelines

1. **Verify Accuracy and Avoid Plagiarism.** When using a Generative AI Tool, authors *must* verify the accuracy and validity of all generated content and sources. Large-Language Models (LLMs) do not always generate fully correct information. LLMs may also inadvertently reproduce text from exiting sources without citation. Even when outputs appear sound, authors are required to carefully confirm the existence of sources, validity of quotes, and accuracy of all information in their articles. Further,
    a. Authors should not *rely* on AI to generate content and should recognize the constraints of LLMs, including the potential to reflect human bias along with inaccuracies and gaps in knowledge.
    b. Recommendations for conducting and rehearsal techniques should be based on author experience, education, and/or trusted sources.
2. **Cite AI.** Authors should cite original sources rather than Generative AI Tools as the primary source.
    a. AI-generated text is cited as personal communication because the conversation cannot be accessed by other people. All quotations from Generative AI should be cited in the article and include the name of the AI, the organization that created the AI, and the URL. For example: Text generated by ChatGPT for prompt "xxxxx." OpenAI, https://chat.openai.com/chat. (Quoted from Chicago Manual of Style (CMOS) guidelines: https://liu.cwp.libguides.com/c.php?g=45846&p=10098410)
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