Citation Guide – AI Tools
Department of Classics, University of Reading

AI tools can only be used to support your studies and assignment preparation with the express permission of your module convenor. Please speak to your module convenor directly prior to using AI tools.

In the Classics Department, we have a hybrid style of citations required when completing assignments. Ancient sources should be cited according to the Oxford referencing system, while modern sources should be cited according to the Harvard referencing system. Following this structure, AI outputs should be cited according to the Harvard referencing system.

Harvard Style Citation for AI Text Outputs
As AI outputs are unique to each user, these outputs are treated in citation systems as "personal correspondences." For the Harvard system, this will be indicated using an in-text citation.

In-text citation:
(Developer, *AI Tool Name and Model Number*, version, personal communication, generated Day Month Year).

Citation in the text: "…(OpenAI, *ChatGPT 3.5*, 3 August 2023 version, personal communication, generated 18 September 2023)."

AI outputs are a form of non-recoverable source, meaning they are unique to each user and generally cannot be reproduced. As such, you cannot directly link to a specific AI output in your citation. Instead, make sure to take a screenshot of the outputs you use for your records.

The Harvard referencing system does not require you to include personal correspondences in your bibliography. Instead, pair your initial prompts and screenshots of your cited AI outputs and attach them to the end of your assignment as an appendix.

Appendix Example:
Appendix 1: OpenAI, *ChatGPT 3.5*, 3 August 2023 version, personal communication, generated 18 September 2023.
Prompt: "Summarize the events of the Peloponnesian War in one paragraph."

The Peloponnesian War (431-404 BCE) was a protracted and devastating conflict between two powerful Greek city-states, Athens and Sparta, and their respective allies. It was marked by a series of military campaigns, shifting alliances, and brutal tactics. The war began when Athens' growing power and expansionist policies led to tensions with the more conservative and militaristic Sparta. The conflict saw major battles such as the Battle of Amphipolis and the Sicilian Expedition, as well as a devastating plague in Athens. Ultimately, the war ended with Athens' surrender in 404 BCE, leading to the collapse of its empire and a period of Spartan hegemony in Greece, but also leaving the Greek city-states weakened and vulnerable to external threats in the years that followed.

Harvard Style Citation for AI Image Outputs

If you examine an AI-generated image as part of your assignment, indicate the image as a figure at the end of the sentence in the first instance. Then, insert the AI-generated image as a figure and include all relevant information about its generation in the figure caption.

In-text Reference:

The representation of Apollo has evolved from the Classical Period to the Renaissance, and the inherent biases of his image are clear in how AI image generation presents him (Figure 1).

Image Caption:

Figure #: Developer, *AI Tool Name and Model Number*, version, 'Prompt', generated Day Month Year.

Figure 1: OpenAI, *DALL-E-2*, 6 April 2022 version, 'Apollo firing the arrow over the Greeks in the Iliad, renaissance style painting', generated 18 September 2023.

Like for AI-generated text, AI-generated images are also a form of non-recoverable source. Because of this, AI-generated images and their prompts should also be included in an appendix at the end of your assignment alongside any other uses of AI tools. This appendix entry should include as screenshot of the entire AI output.

Appendix Example:

Appendix 1: OpenAI, *DALL-E-2*, 6 April 2022 version, personal communication, generated 18 September 2023.
Prompt: "Apollo firing the arrow over the Greeks in the Iliad, renaissance style painting."

Acknowledging Your Use of AI Tools

If you used an AI tool to help you generate ideas, plan your process, or expedite research, you should still acknowledge how you used the tool, even if you do not include any AI-generated content in the assignment.

Standard practice is to insert a footnote at the end of the first sentence of your assignment and describe what tools were used and how they were used to support the completion of your assignment. Ensure to include the developer and model version in parentheses next to the name of the AI tool used.

Example Footnote:
[1] The writing of this assignment is my own, and I take responsibility for all errors. During the preparation of this assignment, Perplexity (Perplexity AI, August 9 2023 version) was used to gather articles for preliminary research into this research question.

Similar to the instructions for citing AI outputs above, it is good practice to keep screenshots of the AI outputs you use for preparing your assignments for your records. These, paired with their prompts, can be attached to the end of your assignment as an appendix if requested by your module convenor.

Harvard Style Citation for AI Software Itself

If you discuss an AI tool as a program in your assignment, it should be cited according to the citation system for "computer software."

In-text Citation:
(Developer Year of Publication of Model).

Citation in the text: "… (Microsoft 2023)."

Bibliography Entry:
Developer (Year of Release), *AI Tool Name and Model Number*, version, computer software, URL.

Microsoft (2023), *Bing AI*, 25 August 2023 version, computer software, https://www.microsoft.com/en-us/bing?form=MA13FV.

Since this instance does not use any AI-generated outputs, you do not need to include an additional entry for this citation in an appendix.