# Guiding Questions for Transparency in the Use of AI in Examinations

This template serves as a guideline for ensuring transparency in the use of AI in independently completed written examination papers, and particularly in final theses. Based on the answers to the following guiding questions, it should become clear in what way AI tools were used in the preparation of the work. However, this guideline is not intended to replace the methodology sections required within the respective academic discipline.

The listed questions should not be answered schematically; rather, they provide a framework for students to reflect on their use of AI in the preparation of their examination paper. Only those questions that are applicable to a given work should be answered.

For each question, several example answers are provided. These examples serve solely as guidance for formulating responses and neither cover all possible uses nor constitute a recommendation for specific uses of AI.

It is particularly important to note that different disciplines or degree programs may have specific requirements regarding the use of AI and its declaration. In some subjects, for example, the declaration may be made exclusively by answering these questions in a supplementary document attached to the paper, while in other subjects it is customary to provide specific details in the methodology section of the work. Lecturers will provide information about the exact requirements in their courses.

## How was AI used in the development of ideas?

Example answers:

In dialogue with Claude Sonnet 4.1, existing models of employee motivation were discussed and analyzed with regard to potential overlaps and differences.

With the help of ChatGPT-4o, Meta Llama 3.1 8B via Chat AI, and Claude Opus 4.0, concepts for online marketing strategies of fictitious political parties in a municipal election were generated based on programmatic guidelines and subsequently compared manually in a systematic manner.

## How was AI used in working with literature and sources?

Example answers:

In the course of the literature review, in addition to classical research techniques, search engines, and literature databases, tools such as ResearchRabbit were used to identify related publications.

For the literature search, Chat AI with the DeepSeek R1 model was used to identify relevant search terms. In addition, potential authors on the topic were identified in this way. All cited publications were manually checked for authenticity and relevance.

When reading individual publications, focused summaries were created using Chat AI in order to assess their relevance to the research questions.

## How was AI used in the process of academic writing?

Example answers:

Chat AI with the OpenAI GPT OSS 120B model was used to improve linguistic expression and to create an initial draft of continuous text from bullet points. Furthermore, the abstract was generated from the complete text with the help of the model and subsequently reviewed manually.

The paper was checked and linguistically improved using grammarly.com.

## How was AI used in the methodology and particularly in data collection and analysis?

Note: In many disciplines, these questions are usually answered primarily within the methodology section of a paper.

Example answers:

After obtaining consent from interview participants, interview recordings were transcribed using Sally.io. The transcripts were then analyzed for keywords using Chat AI with the Teuken 7B Instruct Research model.

For data analysis, individual code elements were generated and implemented using GitHub Copilot in RStudio-2025.09.2-418 under Windows 11.

## How was AI used in other activities?

Other activities may include, for example, the creation of graphics, diagrams, and presentations, programming, and the translation of foreign-language texts.

Example answers:

During programming, individual code components were generated using Qwen 2.5 Coder 32B Instruct via Chat AI and integrated into the program.

Using the Text-to-Image model (Flux) from Image AI, infographics were created to illustrate key ideas of the paper.