**Google – Workspace Labs**

**Link:** <https://workspace.google.com/labs-sign-up/>

**Addressing Key Questions**

**Learning Enhancement not replacement**

Using Workspace Labs should not be used to replace learning. Instead consider how it can enhance by helping you with generating new ideas for research or providing suggestions on editing your writing.

**Feedback and Insights**

Workspace labs does not give direct feedback, however interacting with it may stimulate critical thinking and prompt new avenues of exploration, contributing to your learning process.

**Task Understanding**

Workspace Labs’ ability to understand tasks depends on the prompts you give it. Clear questions and instructions will generate more relevant responses. Be aware that this tool can misunderstand your inputs and provide misinformation.

**Tool Selection**

There are a number of AI tools provided within Workspace Labs: with a simple “Help me write” prompt the AI will start generating text. Once this text is complete, there are options to edit your prompt, rewrite the text and send feedback about the suggested text. The AI is also able to rewrite any existing text with many different options for change (including changing the tone, summarizing, or shortening text).

**Accuracy and Sourcing**

Workspace Labs generates responses based on the very large amounts of data it has been trained on and that it can find through Google. It is crucial to verify any information it provides using independent authoritative sources as not all the data in the training model may be factually correct and may well include bias.

**Data Sources and Privacy**

When using the “Help me write” prompt in Google Docs, Google uses and stores data including; entered and selected prompts, text selected to be rewritten, generated text, document content that is reference to generate text, and any feedback provided on the generated text.

**Ownership and Attribution**

While Workspace Labs aids in generating content, the responsibility for using the output ethically and responsibly rests with the user to cite appropriately. As the AI is still in its early days, there are warnings provided that any suggestions written from a prompt do not represent Google’s views and should not be attributed to Google; this should be a warning to users themselves when deciding what text they decide to use from a prompt.

**Legal and Ethical Considerations**

It is important to ensure that the information sourced from Workspace Labs complies with legal and ethical standards, avoiding plagiarism and copyright infringement.

**Bias and Misinformation**

Like any AI model, Workspace Labs may exhibit biases based on its training data. Users should critically evaluate outputs for accuracy and inclusivity.

**Limitations and Risks**

There are risks mentioned within the Workspace Labs features letting any users know that there is a possibility of inaccurate or inappropriate information; this is why Google relies on user feedback to make the AI more helpful and safe. Workspace Labs also recommends users avoid including any personal, confidential, or sensitive information in the prompts as all this data is saved and stored.

**Academic Integrity**

Academic assignments and academic research are about learning to create your own connections between different sources, developing analytical abilities, producing original ideas and then being able to communicate these ideas to others – the academic community within which the research sits.

When undertaking academic research we need to adhere to academic standards of practice. Part of this practice is academic integrity. Academic integrity is based on the ability to communicate in a transparent way how ideas and findings have been arrived at, and this includes the attribution of others’ ideas to them through referencing. First and foremost, academic integrity is about honesty.

If using Artificial Intelligence in your academic work, you must be sure how AI is permitted to be used on your module (if applicable) and how to reference it appropriately. Likewise, to ensure that you maintain academic integrity, a good check of whether the work is still your own if you have used Artificial Intelligence, is to see if you can explain ideas and methods as they appear in the final piece of work. If not, then you do not have sufficient authorship of the research or assignment, and you may want to go back to ensure that your ideas are correctly represented.