

Are you *AI literate*?

AI can help you work faster and think smarter, but there are risks to research integrity, cybersecurity and your own critical faculties. AI Literacy helps you understand, use and evaluate AI based on knowledge of the technology's strengths and limitations and its social and ethical contexts. Here are some pointers:



Understand the concepts and functions of AI

- Know the terminology (e.g., Large Language Model, Machine Learning)
- Know the types of AI (e.g., Generative AI, Agentic AI)
- Know the functions of AI (e.g., content creation, problem solving)
- Know the limitations (e.g., lack of creativity, no ethical decision-making capacity)
- Know the risks (e.g., bias, lack of transparency, security vulnerabilities)



Evaluate AI – before you use it

- Is the source of the application reputable? Can the provider explain how it works?
- Does the application tell you what data it is trained on? Is that data credible? If you're unsure, do you have the time to evaluate any references?
- Is there a Data Privacy policy? If not, assume your data isn't safe.
- What about the application's environmental impact? Can it be used by people with disabilities?



Use AI applications intelligently

- Proactively use AI to support your thinking, not to find simplistic “answers”
- Learn to write great prompts
- Develop creative questioning strategies for query-based applications



Evaluate AI – while you use it

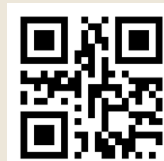
Look out for:

- Hallucinations (i.e., fabricated but plausible-seeming outputs) and inconsistent responses
- Evidence of bias, misinformation and disinformation
- Evidence that sources cited are genuine



Human Critical Engagement

- AI applications should support, not replace, your thinking, reading and writing
- Cite and attribute any material or ideas you take from outside sources. The responses of AI tools may include language from published information, so always credit the original authors
- Identify your skill gaps and keep learning



For more information on AI Literacy, talk to your library or scan the QR code



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