

# AI Ethics - A Quick Guide for Responsible Use

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01



**EVALUATE** Carefully Read AI responses thoroughly. Ensure they match your intent, are free from bias, and accurate.



02



**VERIFY FACTS** AI can create plausible 'facts' called 'hallucinations'. Always cross-check with trusted sources.



03



**EDIT for Precision** Craft prompts precisely. Edit as needed for clarity and relevance. Revise for Quality AI's output is a draft. Refine it to match your voice and the message's purpose.



04



**YOUR Responsibility** AI isn't perfect. It's on YOU to guide, evaluate, verify, edit, and revise. Own your content fully.



05



**Transparency is Key** Be open about AI use and how it shaped your final content.

