

AI in Writing Process - Script of the first episode

Welcome to the very first episode of AI in the Writing Process. I am Chris, an AI voice.

Hi Chris! And I am Matilda, another AI voice.

We're here to explore how students and educators can use artificial intelligence, or AI for short, ethically and effectively in academic writing. This series is all about helping you navigate the evolving landscape of AI tools with confidence and integrity.

In this first episode, we're setting the stage. We'll talk about the big picture: why ethical AI-use matters, how the University of Youvaskylä is approaching it, and what you need to know before diving in.

And in the upcoming episodes, we'll discuss each stage of the writing process—ideation and planning, information retrieval, drafting, editing and finalizing—showing how AI can support your work at every step, without replacing your own thinking. In all phases, additional material includes all used prompts and the current versions of the text. The given prompts can be used either directly or adapted in your own work.

When we are talking about AI, we are mostly talking about generative AI tools, such as large language model based chatbots.

Of course AI is a lot more than this, but these are the kinds of tools our students will most likely use in their studies.

So let's start with the big question: Artificial Intelligence in writing—shortcut to success, or something more complex?

Well, here's the truth: even the most advanced AI models often get specific questions wrong, and the generated text tends to be quite generic. That's why critical thinking is more important than ever.

Exactly. And that's why the University of Youvaskylä isn't banning AI tools but embracing them thoughtfully. It's not about letting AI do the work for you—it's about using it to enhance your own skills.

One really important aspect of ethical AI-use is data security. The university has implemented a secure, university-specific version of Microsoft's Copilot that runs on its own servers. It can generate text, images, and tables—just like ChatGPT—but all your data stays protected within the system.

So how do you actually use these tools responsibly?

It starts with something simple but essential: checking whether AI-use is allowed in your course. Once you know what is allowed, you can apply our tips through each stage of the writing process with tailored strategies for using AI effectively and ethically. We should also remember the environmental impact of AI and avoid unnecessary use and limit the use of AI to those situations when it truly benefits our work.

Indeed, that is a great point. Actually, prompting skills are an essential part of AI literacy, and one way to limit the environmental impact is to prompt mindfully.

Right, so let's talk about prompting and what makes a good prompt.

Well, first of all, prompting means the commands you give to AI. One tip is to give the AI a role, for example, an analytical teacher or an encouraging peer, depending on the situation. This helps the AI to understand the context.

That's right. My tip is to clearly state what you need, for example, a draft of an essay, or tips for narrowing down the text. Make the prompt very specific, for example, ask for feedback on the structure of the text and specify the desired structure.

Also use examples, like, if you want feedback on metatext, give the AI an example of what you consider metatext to be.

Yeah. Then explain what the AI needs to do or how to achieve the desired outcome. You can specify whether you want development suggestions or direct corrections. Provide as detailed and specified instructions as you can, for example, ask the AI to pay attention to academic style or define the drawing style, for example, make a black-and-white drawing in a simple style.

And I would like to add that one thing to remember is to be careful with negations, as AI does not yet understand well that something should NOT be included in the output. If you tell AI to create an image with no birds, you are likely to get an image with... guess what - birds!

Right, you can create a pretty good prompt with those tips.

Then let's move on to the question of authorship and AI. Is AI an author, or just a tool?

This is very clear: artificial intelligence cannot be credited as an author, or even co-author. It's a tool, like a calculator. You're responsible for the final product—understanding, verifying, and refining what the AI suggests.

Yeah, and that's where JYU's AI-use reporting template comes in. It's simple but powerful. You should document which tool you used, when, for what purpose, and—most importantly—how you evaluated and developed the AI's output. Check the template and the example attached.

This level of transparency is key. It shows that you are engaging critically with AI, not just copying and pasting.

And it prepares you for the real world, too. In many professional fields, knowing how to collaborate with AI tools—while maintaining your own judgment—is becoming an essential work life skill.

So what's next? In our upcoming episodes, we'll walk you through how to use AI at each stage of the writing process. From brainstorming ideas to polishing your final draft, we'll show you how to make AI a smart, ethical partner in your academic journey.

Thanks for joining us for this first episode of AI in the Writing Process.

Until next time—keep thinking critically, and write smart!

Hello from the creators! This podcast was created with the help of AI. Copilot was used to translate the original Finnish video subtitles into an English language podcast draft. This draft was then heavily edited to fit our needs and ideas. Then Elevenlabs was used to turn our finished script into the podcast you are now listening to.