Policy on the Use of Artificial Intelligence (AI) in Preparing Articles

The SKASE Journal of Literary and Cultural Studies recognises that artificial intelligence (AI) tools are increasingly used in research and academic writing. While such tools can be helpful in supporting research and language editing, their use must be transparent, responsible, and ethically compliant.

This policy clarifies how AI tools may and may not be used in manuscripts submitted to the journal.

1. Acceptable Use of AI Tools

Authors may use AI tools **only as aids**, not as substitutes for original intellectual or analytical work. Acceptable uses include:

- Grammar or language refinement, spelling, and style improvement.
- Generating or improving the readability of abstracts or summaries under author supervision.
- Data handling, formatting, or non-interpretive text processing.
- Translation of author-written text between languages.

When AI tools are used in these limited ways, the authors **retain full responsibility** for the accuracy, integrity, and originality of the content.

2. Prohibited Uses of AI Tools

AI tools **must not** be used to:

- Generate substantial portions of the manuscript text or argumentation.
- Create, alter, or fabricate research data, citations, or sources.
- Perform interpretive or analytical reasoning in place of the author.
- Generate literature reviews, theoretical arguments, or conclusions.
- Write peer reviews or editorial assessments.

AI tools cannot be credited as authors or co-authors, as they cannot take responsibility for the content or uphold publication ethics.

3. Disclosure Requirement

All authors must **explicitly disclose** any use of AI tools in the manuscript.

A disclosure statement should appear in the **Acknowledgments** section (or a similar part of the paper) and must include:

Examples:
"Portions of this text were edited for grammar and clarity using ChatGPT (OpenAI, version 5). The authors reviewed and verified all AI-assisted modifications."

If no AI tools were used, authors may include a statement such as:

"No AI-assisted tools were used in the preparation of this manuscript."

Failure to disclose the use of AI tools may be considered a **breach of publication ethics** and could result in rejection or retraction.

4. Authorship and Responsibility

Only **human researchers** who made a substantial scholarly contribution to the conception, analysis, and writing of the work can be listed as authors. Authors are responsible for:

- Verifying the accuracy and originality of all AI-generated or AI-edited text.

- Ensuring that all claims, data, and references are authentic and properly cited.

- Guaranteeing compliance with copyright and intellectual property laws.

5. Ethical Use of AI-Generated Images or Data

If AI tools are used to generate or modify images, visualizations, or datasets:

- Their use must be **clearly described in the Methods or Acknowledgments section.**

- The tool, version, and parameters must be named.

- Authors must ensure that no copyrighted, biased, or manipulated content is presented as original research output.

6. Use of AI in Peer Review and Editorial Decision-Making

Reviewers and editors must not use AI tools to:

- Generate or summarise confidential manuscript content.

- Upload any portion of a submitted manuscript into external AI systems. AI use during review is limited to private grammar correction or terminology clarification without revealing confidential information.

7. Consequences of Misuse

Undisclosed or inappropriate use of AI tools will be handled as **publication misconduct** under the journal's *Publication Ethics and Malpractice Statement*. Possible actions include:

- Rejection or retraction of the article,

- Notification of the author's institution, and

- Prohibition from future submission.

This policy will be periodically reviewed and updated in line with COPE and other international publishing guidelines regarding AI in research and writing.