



Spelling and Grammar AI Tools

There are lots of spelling and grammar tools that utilise Artificial Intelligence (AI) to improve your spelling and grammar. This handout will explain what is acceptable and what is not acceptable.

What are the acceptable uses of AI spelling and grammar tools?

You are allowed to use AI tools for the following:

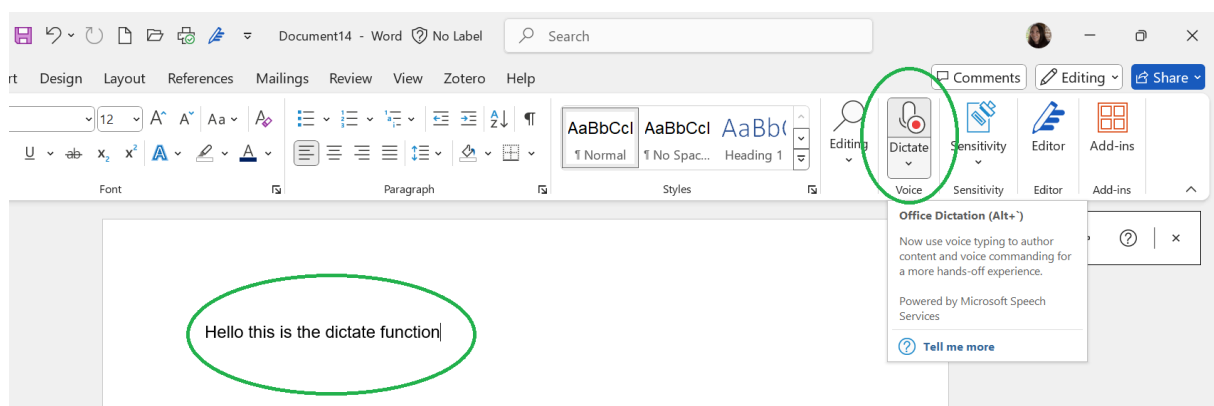
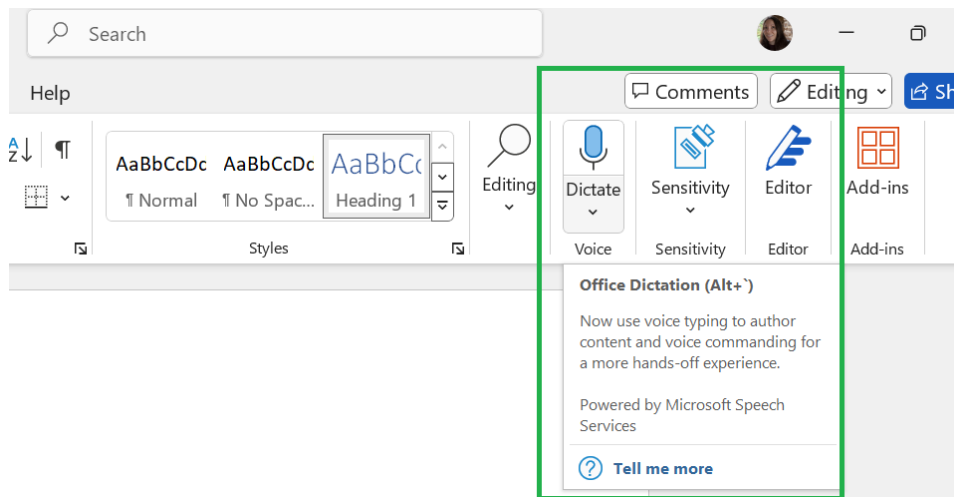
- Speech-to-text dictation tools
- Spelling and grammar checkers that mark errors but do not make changes themselves
- Online dictionaries used to translate single words

Speech-to-text dictation tools

These include:

- Microsoft Dictate function
- Caption Ed (ask Wellbeing or an Academic Skills Tutor about access)

Microsoft Dictate function



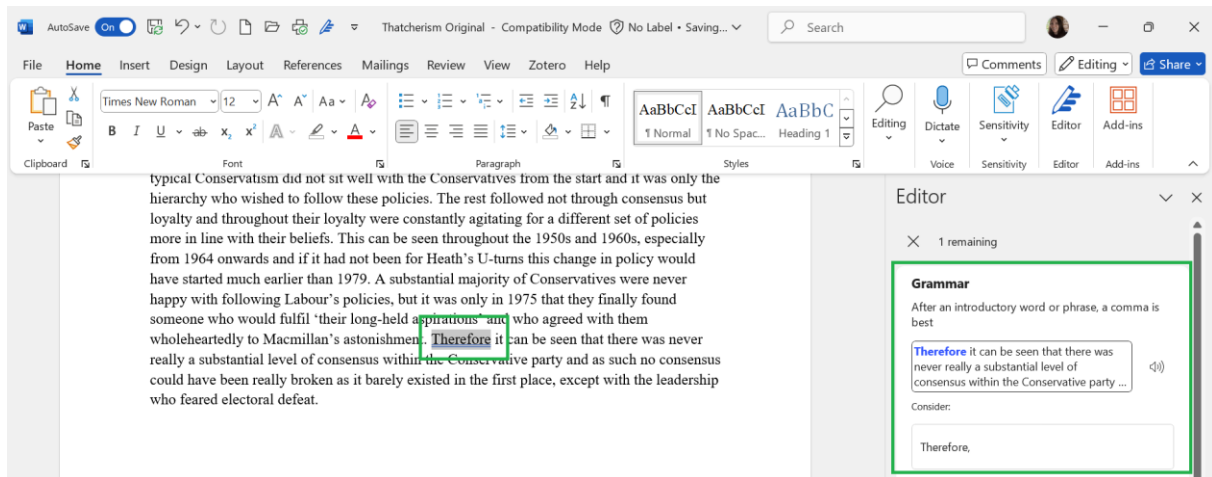
Manual spelling and grammar checkers

These checkers will identify your errors and offer suggestions for correction that you must accept or reject. Be careful here – their suggestions are not always correct.

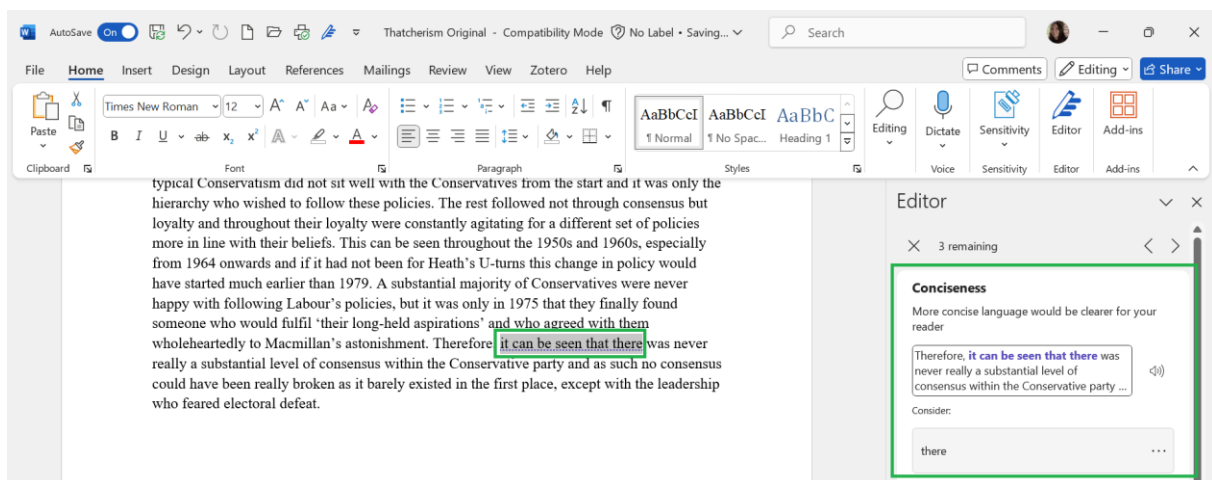
Microsoft Word Editor

Word's Editor will assess your document and offer suggestions for spelling and grammar. It will also make suggestions for writing concisely. You must accept or reject these corrections.

Grammar example:



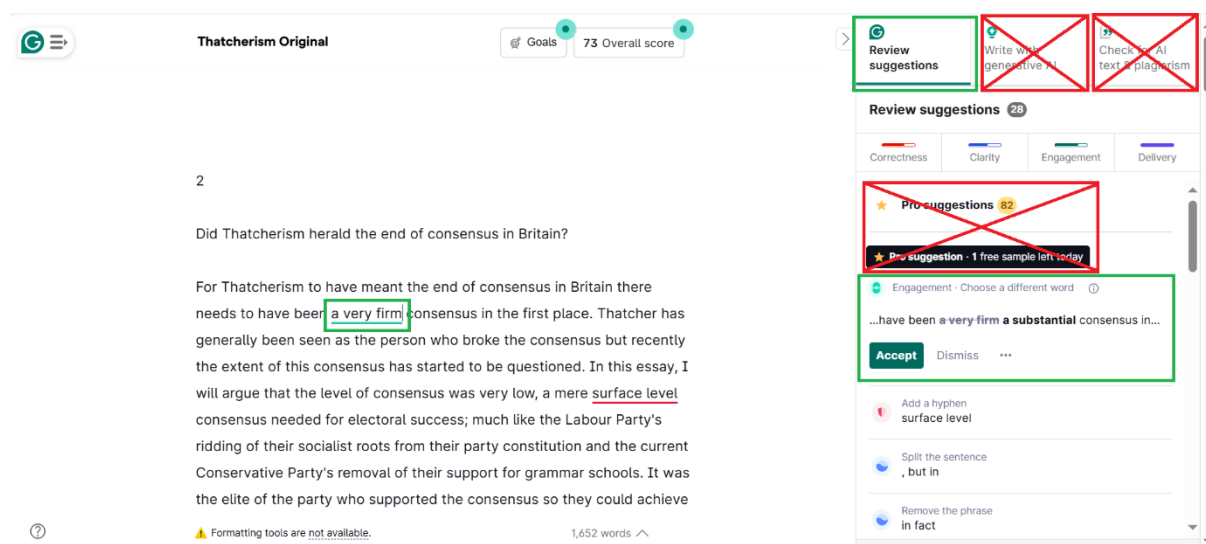
Conciseness example:



Grammarly

There are two versions of Grammarly: free and pro. We recommend the free version – just make sure you turn off AI in the Settings. Similar to Word's editor, it will make suggestions for improving your spelling and grammar. However, Grammarly will also excessively promote its paid version – Pro – please be aware that this uses generative AI which is not permitted in your work.

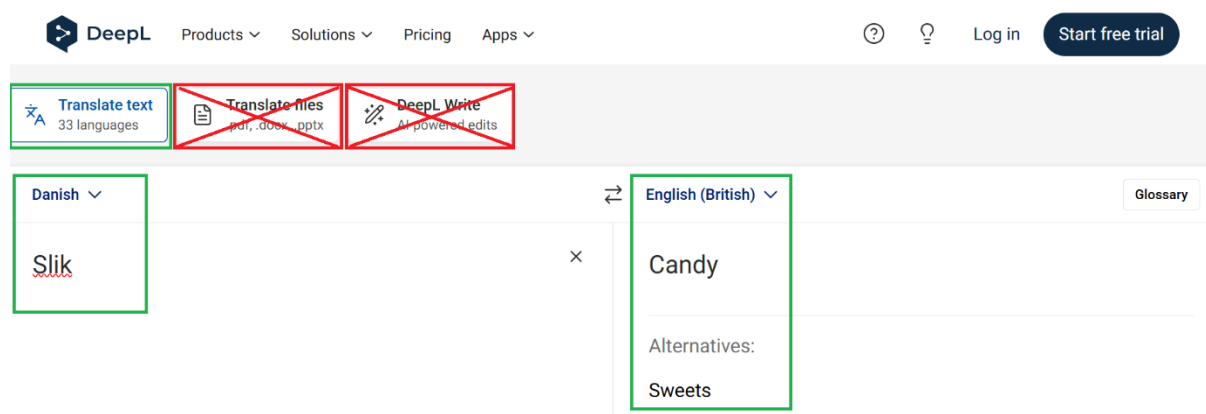
In the image below, the functions highlighted in green are an acceptable use of Grammarly. While the tools highlighted in red are an unacceptable use of Grammarly. All of the red tools use generative AI which is not allowed in your work.



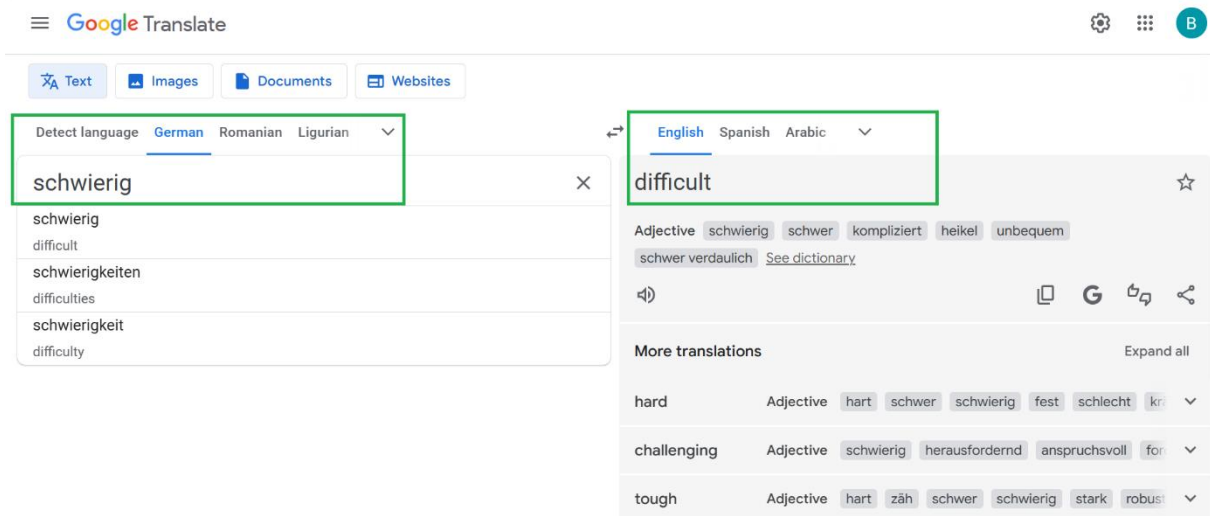
Online dictionaries used to translate single words

You are allowed to use online dictionaries to translate single words – as highlighted in green in the image below – but not to translate whole documents or write in one language and translate to another (as highlighted in red in the image below).

An example of using DeepL as an AI translation tool for single words:



An example of using Google Translate as an AI translation tool for single words:



What are the acceptable uses of AI spelling and grammar tools, if allowed by the assignment brief?

- Text-to-speech tools for presentations
- Spelling and grammar checkers that make the changes for you

Text-to-speech tools for presentations

These AI tools are only allowed if permitted by the assignment brief. Most of these AI tools require a subscription. They will change your written work into speech and provide a downloadable file to add to your presentation. One example (below) is Voice.AI:

Try Our Demo Now

🔄 This essay will argue that the Conservative Party only superficially supported the consensus; the party simply used it as a device for electoral success. ✎



Brian Crawford



153/180 character

Generate Speech



00:12



Automatic Spelling and grammar checkers

These are AI tools which will make all the changes for you without your input. This is only permitted if an assignment brief allows it. These are usually paid-for services such as Grammarly Pro or QuillBot Premium that use generative AI to make the changes to your work for you.

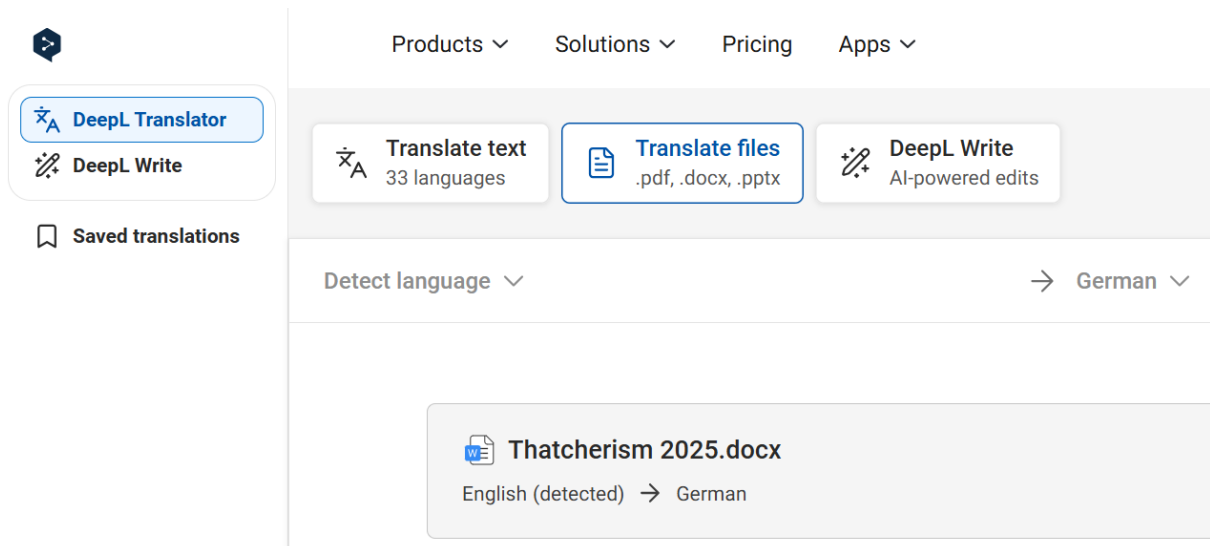
What are the unacceptable uses of AI spelling and grammar tools?

You are not allowed to use AI for spelling and grammar in the following ways:

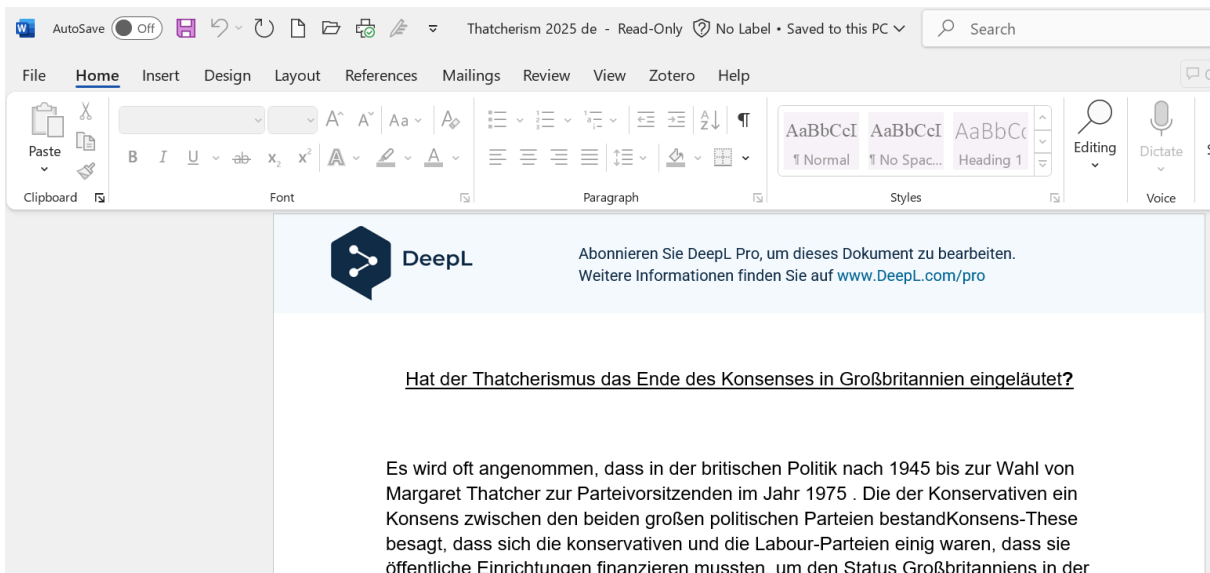
- Using online translators to translate whole sentences, paragraphs or pieces of work between English and another language. This applies equally to sources you read, and to writing your own work.
- Using AI tools to paraphrase for you.

Using AI tools to translate text for you

Examples of AI tools that can translate whole pieces of work include Google Translate and DeepL. Below is an example of DeepL translating a document and producing a new one to download.



And the new document translated to German:



Using AI tools to paraphrase text for you

There are many AI tools that offer this function such as Quillbot, Grammarly, and ChatGPT. These tools offer a free version and a paid version with more options. Below is an example of Quillbot's free paraphrasing tool rephrasing a paragraph. The rewritten paragraph is on the right and Quillbot offers additional help to make the paragraph sound human or academic, which are part of its premium paid version. None of these tools are permitted for use in your assignments.

Here is an example of Grammarly's free paraphrasing tool. The original text is on the left and the paraphrased version is on the right.

These uses are not permitted by Arden University in any circumstances.

If you are unsure of how you can use AI tools ethically, then book a one-to-one appointment with an Academic Skills Tutor, who can instruct you on what you can and cannot do with AI in your assignments. You can book an appointment by scanning the QR code below or emailing us on **AcademicSkills@arden.ac.uk**

