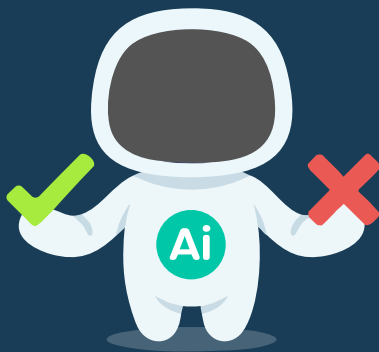


# Dos and Don'ts of AI



Artificial intelligence, or AI, is a computer program that can do many different things. One type of AI is called a chatbot. Some common chatbots you can use are Claude, Gemini, or ChatGPT. Some of the things chatbots can do is offer responses to questions, analyze photographs, and even have a conversation with you. While there are many ways AI chatbots can be helpful, there are benefits and risks to think about before using one. Read the tips below to understand some of the helpful ways to use AI and about the ways you should not use AI.

## DO'S

**Below is a list of some of the positive and helpful ways to use AI.**

- ← Practice social skills with conversation tools. This can be less stressful than talking to a real person.
  - You can practice conversations with a chatbot.
  - A chatbot may tell you what statements probably mean. This can include explaining sarcasm.
- A chatbot can give you examples of how to respond to something.
- ← Use a chatbot for conversations, which may help you feel less lonely. They are tools available to you at any time.
- ← Use AI can help you write messages. They can help will all kinds of writing like professional emails and casual notes.

**You may not know where to start with AI. One AI tool that can help with daily task is called Goblin Tools (free online). This can help you do things like:**

- ← Break down to-do lists
- ← Focus on tasks
- ← Make decisions
- ← Give you an idea of how much time an activity will take
- ← Give you steps on how to work on ideas you have
- ← Create recipes

## DON'TS

**Below are things you should not do with AI.**

- ← You should not rely on AI as a friend. An AI chatbot is not a real person.

This includes:

  - Health information
  - Information about money or banks
  - Passwords
  - Your birthdate
- ← AI will give you an answer, but AI does not know everything. You should not trust AI completely. You should check multiple sources for important information.
- ← You should not share private information with AI.
- ← You should not stay online all day. This includes using AI. Remember to take breaks.