## Annex F: Artificial Intelligence (AI) Declaration Form

This document declares whether the author/s has/have utilized AI Tools in the preparation and completion of the manuscript or article that is being considered for publication. All authors are required to input their names and affix their signatures.

**SECTION 1. Author/s Information & Initial Declaration**

*Corresponding Author:*

(First Name) (Last Name) M.I.

*Other Authors:*

(First Name) (Last Name) M.I.

(First Name) (Last Name) M.I. Manuscript/Article Title

**INITIAL DECLARATION**

For the purpose of reviewing the manuscript/article titled

 , I/we hereby declare the following:

1.

□ that I/we have NOT used AI Tool/s in the preparation of the

manuscript/article that is being reviewed for publication.

*2.*

□ that I/we have used AI Tool/s in completing the manuscript/article that is being

reviewed for publication.

**Note**: If you have checked no. 1, immediately affix your signature and skip Sections 2 and 3. If you have Checked no. 2, accomplish Sections 2 and 3.

**SECTION 2. AI Tool/s Used**

The following are the information on the use Artificial Intelligence in terms of name of AI tool/s, specific use, and extent of use.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of AI Tool (i.e. Large Language Models, Language assistants)** | **Purpose of Use *(Refer to the list of use at the end of this document)*** | **Applied Section of Manuscript/article** | **Level of Use*****(minimal/moderate******/heavy)*** |
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| **Name of AI Tool (i.e. Large Language Models, Language assistants)** | **Purpose of Use *(Refer to the list of use at the end of this document)*** | **Applied Section of Manuscript/article** | **Level of Use*****(minimal/moderate******/heavy)*** |
|  |  |  |  |

**SECTION 3. Declaration Statement**

* I/we declare that the above information provided are true, accurate and complete.
* I/We declare that the use of AI in the manuscript titled above has been conducted in accordance with ethical AI use and in full compliance with the guiding

principles of responsible use of artificial intelligence tools (Refer to Annex I).

* I/we declare that, I/we verified the AI-generated content of the manuscript, and that I/we take full responsibility for the integrity of the submitted work.

*(Author 1 Signature) (Date)*

*(Author 2 Signature) (Date)*

*(Author 3 Signature) (Date)*

**\*** Choose from the following items to complete Section B. Write the letter/s corresponding to your particular usage on the appropriate column. If you choose L, please specify and elaborate in the blank provided.

1. Generating research ideas or conceptual outlines
2. Identifying and correcting grammatical or syntactic errors
3. Compiling a preliminary list of relevant literatures
4. Structuring and organizing paragraph content
5. Producing summaries of texts, articles, or sections
6. Enhancing paragraph coherence and logical flow
7. Refining sentence clarity, tone, and readability
8. Creating visual elements such as images, infographics, tables, or figures
9. Performing data analysis and pattern recognition
10. Translating content between languages
11. Formatting references and citations in required academic styles (e.g., APA, MLA, Chicago)
12. Other (please specify):