

CITING LARGE LANGUAGE MODELS

ABOUT THIS GUIDE

This guide provides guidance for citing and acknowledging the use of generative AI in assignments. It is intended for informational purposes only, and may not apply to your specific situation. Please defer to your syllabus or assignment instructions, or reach out to your instructor for guidance on AI use in your coursework.

KEY TAKEAWAY: Don't assume—when in doubt, reach out to your current instructor about the use of AI in your coursework.

SOURCE TYPES

All sources of information are on a spectrum of originality, or how close or far removed they are from where the evidence or idea first appeared. The examples on this spectrum can shift a bit depending on a student's research focus.

Primary: The original source of information or evidence.

- In the sciences, primary sources typically include experiments, observations and data from empirical research studies.
- In the humanities, official and historical documents, oral histories, footage and other first-hand accounts from those directly involved in an event are considered primary.

Secondary: Sources that incorporate primary sources along with analysis or interpretation.

- Examples from all disciplines include Literature reviews, topical essays, analyses, popular and scholarly non-fiction, and second-hand accounts.

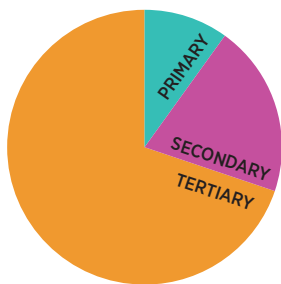
Tertiary: Generalized summaries of a topic that draw on multiple sources at once. Meant to be a starting point for basic background

- information, and not a stand-alone source of information for assignments.
- Encyclopedias, dictionaries, almanacs, blogs and general information sites fall under this category. These may be secondary sources in some cases.

KEY TAKEAWAY: To avoid relying on watered down or distorted information, the best practice in college level research is to get as close to the original source of information as possible.

LARGE LANGUAGE MODELS (LLMs) AND ORIGINALITY

The generative AI models that are most familiar to students such as Claude and ChatGPT, are called Large Language Models. This term reflects the large number of parameters they use to find language patterns within large volumes of training text. LLMs use these patterns to generate statistically probable responses to user questions. When asked, ChatGPT gave the following breakdown of source types LLMs are typically trained on:



An approximate breakdown of LLM training text. Exact proportions are considered traded secrets.

Primary – Low. These items may cost money, or more effort to access.

Secondary – Moderate. Includes open access and public domain books and essays.

Tertiary – High. Wikipedia, Quora, WikiHow, Reddit and other sites are free, abundant, easily accessed and “make up a large majority of the accessible training corpus” (ChatGPT).

KEY TAKEAWAY: Because LLMs are repackaging existing information as answers, it can be hard to tell how many sources are between you and your research focus. Responses on their own likely do not meet the standard of college-level sources.

BARRIERS TO GETTING TO PRIMARY FROM LLMS

Because it is best practice to find and use primary sources, students often use references in secondary sources as leads for primary sources. This can be done in LLMS as well by asking the model to provide references for any claim or answer provided. However, this is not always successful for a couple of reasons:

Hallucinations: These are falsely fabricated answers and sources generated by LLMS.

- *Why they happen:* LLMS are designed to produce an answer, and they sometimes do so whether the information exists in their training data or not. LLMS also struggle with admitting uncertainty.
- *The fix:* Researchers believe they are making progress getting LLMS to admit when the answer might be incorrect, but they stress a 0% hallucination rate is likely impossible (Cohen, et al.). It is critical to verify any response from an LLM, no matter how confident it appears.

Proprietary or Paywalled Sources

- *Why they happen:* The companies behind LLMS often hire individuals in specific fields to add their knowledge and expertise to their training data (Mehta, et al.). This information is considered proprietary, and is not released to the public for independent verification. In other cases, training data may allegedly include “pirated” copies of sources that would otherwise cost money (O’Brien).
- *The fix:* Reach out to your campus library to find sources that verify proprietary information. And, NCTC Librarians are always happy to help you find legal copies of digital and physical sources.

KEY TAKEAWAY: If you need help verifying or locating information and sources—reach out to your campus librarian.

SPECIAL USE CASES FOR GENERATIVE AI

The following are hypothetical use cases of generative AI in coursework, as well as guidance on what kind of source type to treat them as.

AI-INTEGRATED ASSIGNMENT WHERE AI USE IS THE RESEARCH FOCUS:

Students completing a group project are instructed to create a business proposal to meet a need in their community. Once this step is complete, the group members must then prompt an AI model to generate a business proposal for the same need. Finally, the group members must compare both proposals, focusing on creativity, depth, and usefulness. The group members must cite their prompts, and the AI’s responses in a presentation.

Source Type and Guidance:

Both the prompts given by the students and the responses received from the AI model are the primary research focus for this assignment, and are considered primary sources. There is no intermediary source between the students and their research focus. The interaction between the generative AI should be acknowledged and cited.

AI-INTEGRATED ASSIGNMENT WITH AN ATYPICAL RESEARCH FOCUS

A business student has been asked to write a report on a company’s reputation as if they were an employee. The instructions say to use ChatGPT’s “deep research” feature to scour the internet for blog posts, reviews, and other sources of public sentiment about the company.

Source Type and Guidance:

Blogs, reviews, and other public sentiment pieces are not typically considered primary sources, but in this use case they are. Any summarization of these sources by the generative AI model could be considered secondary. The student should be sure to include a request for links to sources in their original prompt. This will allow the student to follow the best practice principle of utilizing and citing the original sources.

CITING AND ACKNOWLEDGING THE USE OF AI

On the next page are examples of citing LLM interactions in the two most commonly used citations styles, American Psychological Association (APA) and Modern Language Association (MLA). Below this chart is an explanation of each citation element, and a link to more specific guidance according to each style.

STYLE	CITING SPECIFIC GENERATIVE AI CHATS
APA	References list AI Company Name. (year, month day). <i>Italicized title of the chat in sentence case</i> [Description, such as Generative AI chat]. Tool Name/Model. URL of the chat OpenAI. (2025, June 18). <i>Boba & Snack Food Truck Business Proposal</i> [Generative AI chat]. ChatGPT. https://chatgpt.com/c/69d7b743-670c-8333-9802-797344a1ba4b In-Text, Parenthetical citation At no point did the generative AI model address the issue of potable water availability (OpenAI, 2025). In-Text, Narrative citation When asked about the break-even point assuming an initial investment of \$100,000, OpenAI's model gave a timeline of 16 to 18 months (2025).
MLA	Works Cited "Prompt, description of the chat, or automatically generated title" Optional label. Name of AI Tool, version, Company, Date, chat URL. "Create a business proposal for a boba and snack food truck that serves a small college campus without a cafeteria. North Texas area" prompt. ChatGPT, model GPT-5, OpenAI, 18 June 2025, chatgpt.com/share/69d7b7a4-4ac0-8326-b938-d17208569e16 In-Text, Parenthetical citation At no point did the generative AI model address the issue of potable water availability ("Create a business proposal"). In-Text, Narrative citation As a follow-up to the original prompt, "Create a business proposal," the breakeven point was estimated at 16 to 18 months, assuming a high-end initial investment of \$100,000.
STYLE	CITING AI TOOLS IN GENERAL
APA	This format can be helpful when disclosing the use of AI for general tasks. Examples include creating charts and graphs, basic editing, or translation. This format is also advised when it would be inappropriate to link to the full chat. In these cases, citing the chat as a personal communication is also an option. References list AI Company Name. (year). Italicized Name of the Tool/Model in Title Case [Description such as large language model]. URL of the tool. Anthropic. (2025). Claude Sonnet 4.6 [Large language model]. https://claude.ai In-Text, Parenthetical citation Generative AI was used to translate... (Anthropic, 2025). In-Text, Narrative citation Anthropic's Claude was used to translate... (2025.).

STYLE	CITING AI TOOLS IN GENERAL
MLA	MLA does not require a works cited entry when AI is used as a general tool for tasks such as translation and basic editing. However, MLA encourages transparency about how a tool was used, and a simple AI-use disclosure may suffice. If an instructor requires citing the tool in the disclosure, a standard MLA-style format can be used. Works Cited Name of AI Tool. Model or version number. Company responsible for tool, Date content generated, URL to the chat. ChatGPT. Model GPT-5. OpenAI, 2 July 2025, chatgpt.com In-Text, Parenthetical citation Generative AI was used to translate... (ChatGPT). In-Text, Narrative citation ChatGPT was used to translate...

CITATION ELEMENTS EXPLANATION

APA (Sept. 2025)

Author

Generative AI models are not human, nor do they involve direct human intervention, therefore they cannot be held “responsible for a work.” Instead, the company behind the model is treated as the author.

Date

The exact date the chat occurred or concluded.

Title

This can either be the automatically generated in the model’s share feature, or one that is edited to be more helpful and descriptive.

Source

The URL provided by the model’s share feature is preferred. However, if the chat contains sensitive information, or is otherwise not appropriate to include, APA says to cite the model broadly, or treat it as personal communication cited only int-text.

MLA (Aug. 2025)

Author

Omit the author element, and begin citations with the chat prompt. The company is placed in the publisher position.

Title of Source

The prompt, or a description of the response. This can be described in the text, included in the citation, or both.

Title of Container

Name of the AI model.

Version

The specific version of the model being used.

Publisher

Company that developed the tool.

Date

Date the content was generated.

Location

Stable, shareable URL generated by the model. Or, in its absence, the generic URL for the model.

DISCLOSURE STATEMENTS

This template may be helpful when crafting an AI-use disclosure in the absence of specific guidance from your instructor. Marc Watkins is the assistant director of Academic Innovation at the University of Mississippi, and his articles frequently appear in the Chronicle of Higher Education. Watkins's full article and template can be found on his free Substack.

A template: *"AI Usage Disclosure: This document was created with assistance from AI tools. The content has been reviewed and edited by a human. For more information on the extent and nature of AI usage, please contact the author."*

Or with more specifics: *"AI Usage Disclosure: This document [include title] was created with assistance from [specify the AI tool]. The content can be viewed here [add link] and has been reviewed and edited by [author's full name]. For more information on the extent and nature of AI usage, please contact the author."*

Example of how this can be applied to student writing: AI Usage Disclosure: This post, Citing and Acknowledging AI Use, was submitted to ChatGPT to verify factual-soundness, catch common grammatical errors, and rewrite the use-case examples to be more realistic. All content outside of these uses is the product of human authors. For more information on the extent and nature of AI usage, please reach out to the author.

APA GUIDANCE

APA recommends an AI use disclosure for the sake of honest transparency, but it is not prescriptive about how to craft it. If one is included it should be cited and included in an area that makes sense such as a footnote or a special acknowledgment section.

MLA GUIDANCE

MLA also recommends including usage disclosures, but adds that it may be advisable at times to include the full transcript as an appendix. Regardless of which disclosure format you use, it is good practice to include a general citation to the tool, if not the specific chat.

REFERENCES

ChatGPT. Model GPT-5. OpenAI, 2 July 2025, chatgpt.com.

Cohen, Roi, et al. "I Don't Know: Explicit Modeling of Uncertainty with an [IDK] Token." arXiv, 9 Dec. 2024, arxiv.org/abs/2412.06676. Prepublication.

Mehta, Jonaki, et al. "Behind the Secretive Work of the Many, Many Humans Helping to Train AI." NPR, 26 June 2023, www.npr.org/2023/06/26/1184392406/behind-the-secretive-work-of-the-many-many-humans-helping-to-train-ai.

O'Brien, Matt. "Anthropic to Pay Authors \$1.5b to Settle Lawsuit over Pirated Chatbot Training Material." NPR, 5 Sept. 2025, www.npr.org/2025/09/05/g-s1-87367/anthropic-authors-settlement-pirated-chatbot-training-material.

Watkins, Marc. "Engaging with AI Isn't Adopting AI." Substack, 20 Oct. 2024, marcwatkins.substack.com/p/engaging-with-ai-isnt-adopting-ai

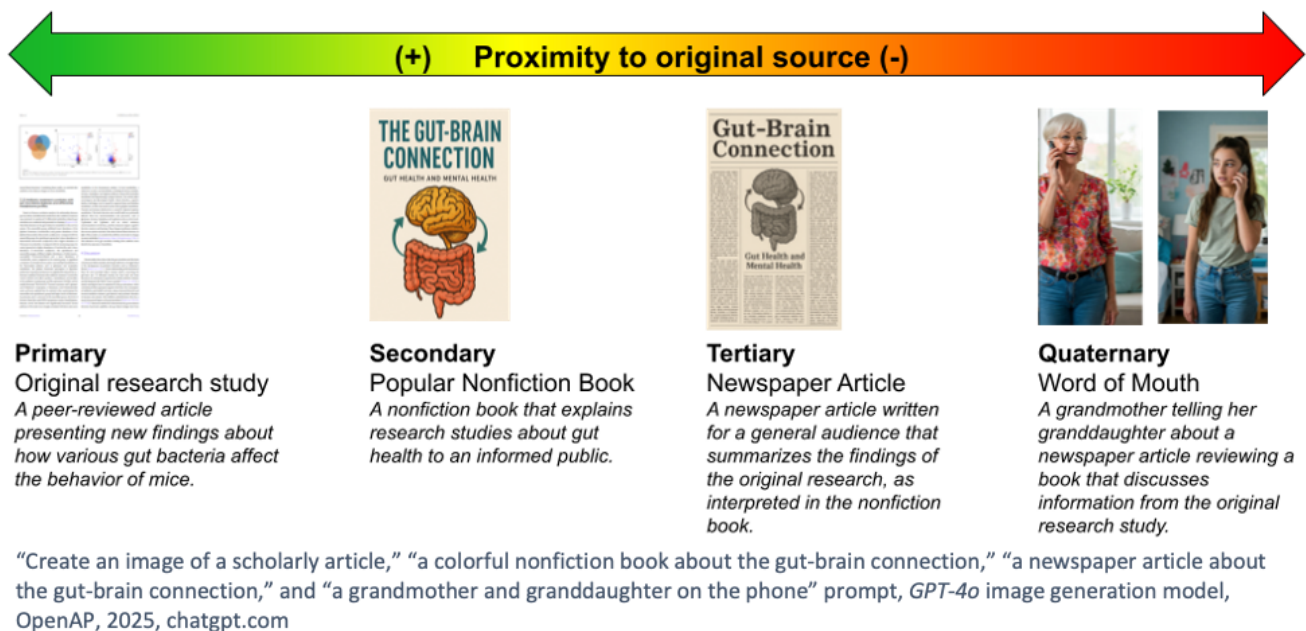
BLOG

GOOD ADVICE FOR STUDENTS

This guide provides general guidance on how to cite and acknowledge the use of generative artificial intelligence in assignments. Two of the most common citation styles are included, but there are many others. Your syllabus, assignment instructions, or rubric should provide specifics on citation and AI use. Not all instructors allow the use of generative AI, and those who do may not allow it for all assignments. Likewise, what is acceptable for one course may not be for another. When in doubt, reach out to your current instructor.

THE SPECTRUM OF ORIGINALITY

All sources of information fall on a spectrum of originality from primary, secondary, tertiary and so on. Each step represents how many sources are between you and the primary source, or, where the information originated. In the example below, Natalie is writing a research paper on how a person's digestive health can impact their mental health. Natalie's grandmother calls to tell her about an article she read that might help Natalie. After some digging, Natalie realizes the article was actually a book summary published in a newspaper, and that book included an overview of an original research article. Including the call with her grandmother, Natalie is pretty far from the original source!



Why does this matter? Just like a game of telephone, the more steps between someone and the original source, the greater risk of receiving inaccurate or diluted information. In fact, most major professional organizations like the Modern Language Association (MLA) and the American Psychological Association (APA) encourage locating and citing the original source of information when possible. This avoids the game of telephone, ensuring the reader can gain their own understanding of the information without the help of an intermediary source.

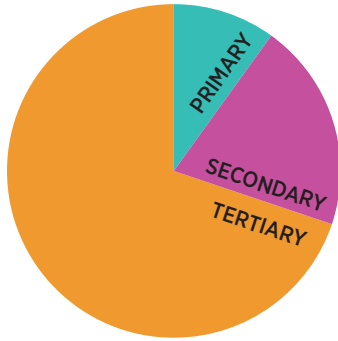
It is important to note that what is considered primary depends on what your research focus is. In the very first example, Natalie's research focus was original research conducted by scientists, but that is not true for everyone. A student researching how the media covered the September 11th Attacks would consider newspaper, magazines and other media coverage to be primary, not secondary. Someone analyzing diet culture on social media would consider posts and reels to be primary. Below we get a breakdown of what we typically mean when we say primary, secondary and so on. And then we will take a look at how those definitions can change depending on someone's research focus.



"Mr. George Baker." *Reading Rainbow*, hosted by Levar Burton, season 20, episode 3, On-Screen Entertainment, 17 Dec. 2004. *Youtube*, uploaded by Reading Rainbow (Official), 12 April 2024, https://youtu.be/WS_fcRG4Hlc?si=hAhXtLq4E9f2NiW.

WHERE DOES GENERATIVE AI FALL ON THIS SPECTRUM?

When asked, ChatGPT generated the following breakdown of how its training data, and that of most large language models, was acquired. However, exact proportions are considered trade secrets, and the model does not have access to its training data to validate these numbers. Simply put, this is an approximation.



An approximate breakdown of LLM training text. Exact proportions are considered traded secrets.

Primary sources (low). Sources traditionally considered primary such as research articles, datasets, and official and historical documents. These items may cost money to access or require more technical expertise to acquire easily.

Secondary (moderate). Reviews, topical essays, analysis content, open access and older public domain nonfiction books. These items are freely available on the web and make up a substantial portion of ChatGPT's training dataset.

Tertiary (high). Wikipedia and other open reference sites, blogs, summaries, how-to guides, free news articles, opinion pieces, Q&A sites such as Quora, and forum threads. These are free and abundant and, "make up a large majority of the accessible training corpus" according to ChatGPT.

AN EXAMPLE OF HOW THIS COMMONLY PLAYS OUT

The proportions of training data in generative AI become obvious when students approach it for their college level research needs, but receive sources unacceptable for college level courses. In the example below, the use of AI is not required, and its output is tertiary.

Example: You are researching an industry to understand where your business idea fits amongst existing products and services in a market. Your instructor requires you to use trade publications and market research reports. You are not sure where to find these publications (hint, ask a librarian!), and so you turn to Gemini to get started. Gemini summarizes information it finds on the open web and does not have access to industry-specific publications or proprietary reports.

Verdict: Gemini's output may resemble a secondary source, but without clear attribution or access to authoritative sources, it is hard to tell how many sources are between you and the original information. Gemini's synthesis from potentially murky sources could be considered tertiary output. The student should contact their campus librarian for help accessing trade publications and research reports directly.

WHAT IF YOUR RESEARCH FOCUS IS GENERATIVE AI?

Let's look at a few examples involving the use of generative AI in hypothetical assignments.

Example where use of AI is required and considered the primary research focus (rare).

An instructor assigns a group project where members must prompt an AI platform to generate a business proposal. This business proposal will then be compared to one previously created by the group, focusing on creativity, depth, and usefulness. The group members must cite their prompts, and the AI's responses in a presentation.

Verdict: Both the prompts and the responses are the research focus for this assignment, and are considered primary sources. There are no sources between you and your research focus. The interaction with the generative AI should be cited.

Example where use of AI is required, but its output is considered a secondary source.

You have been asked to write a report on a company's reputation as if you were an employee. The assignment states to use ChatGPT's "deep research" feature to scour the internet for blog posts, reviews, and other sources of public sentiment about the company.

Verdict: The information revealed from the deep search is likely secondary. The primary sources would be the original reviews, blog posts, and other public sentiment pieces themselves. ChatGPT's summarization or aggregation of these sources becomes a secondary source because it is a reinterpretation and compilation from the original material. The student should include in their prompting a request that links be included in the AI's responses. This will allow the student to go directly to where the sentiment pieces originated and cite those. See the section below about what to do if you cannot locate the original source being referenced by the AI.

404 THIS SOURCE CANNOT BE LOCATED

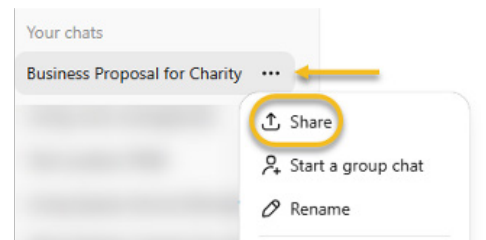
In the event that you cannot locate the original source being referenced by generative AI, consider these two possibilities.

One, hallucinations. These are falsely fabricated answers generated by a model. Large language models are designed to produce an answer, and to meet this objective, they do so regardless of their ability to locate a correct one in their training data. Hallucinations occur because language models generate statistically probable responses based on patterns in their training data, even when the answer isn't actually there. This is why it is essential to double-check the responses generated by AI. Researchers Roi Cohen, Konstantin Dobler, Eden Biran, and Gerard de Melo believe they are making progress on a way to build an acceptance of uncertainty into these models. However, the authors admit that it is likely impossible to reach a 0% hallucination rate (Cohen, et al.).

Two, it is not freely available on the web. We know LLMs are trained on freely available sites like Wikipedia, Quora, Wiki How and Spark Notes. And in ongoing legal cases, companies have been accused of training models on “pirated” copies of books, magazines, newspapers and scholarly articles (“Anthropic to Pay Authors \$1.5b to Settle Lawsuit over Pirated Chatbot Training Material.”) Regardless of whether an LLM is referencing a source that discusses a for-cost source, or has been trained on an illegally obtained version of a for-cost source—to access them legally, these sources have a fee associated with them. That does not mean you have to be the one to pay for them, and no we are not suggesting that you visit some shady website! The NCTC Libraries provide access to these resources for our students, faculty and staff. Just visit, call, email, or fill out an Ask A Librarian form to get access to thousands of resources. And when we do not have something in our collection, we happily get it from another library who does. Free of charge to the NCTC community!

HOW DO WE CITE GENERATIVE AI?

The chart to the right reflects guidance from MLA and APA on each citation element, in the order they appear in the citation. The links will direct you to the specific page and section the guidance appears on.



APA's Take (Sept. 2025)

Author

Because ChatGPT, Gemini and other generative AI models are not human nor do they have direct human intervention, they cannot be held “responsible for a work,” a key requirement for authorship. Instead, the company operated by humans should be entered in to the author element of a citation.

Date

The exact date the chat occurred or concluded.

Title

APA states that the title can either be the automatically generated one from the share feature, or one that is edited to be helpful and descriptive.

Source

Most models include a share feature which generates a stable, retrievable URL for specific chats that can be included in the source element. However, if the chat contains sensitive information, or is otherwise not appropriate to include, APA advises citing the chat in general, or treating it as personal communication that is only cited in-text.

MLA's Take (Aug. 2025)

Author

MLA prefers to omit the author element, and begin citations with the chat prompt—leaving the company in the publisher position.

Title of Source

MLA treats the prompt, or the description of what was generated as the title. This can be described in your text, included in the citation, or both.

Title of Container

MLA encourages the inclusion of stable, shareable URLs when they facilitate retrieval of the specific chat. If a stable link cannot be provided, MLA advises inclusion of the general URL for the AI tool.

Version

The specific version of the model being used. Ex. Gemini 3 Deep Think

Publisher

Company that developed the tool.

Date

Date the content was generated.

Location

Stable, shareable URL generated by the model. Or, in its absence, the generic URL for the model.

STYLE	CITING SPECIFIC GENERATIVE AI CHATS
APA	References list AI Company Name. (year, month day). <i>Italicized title of the chat in sentence case</i> [Description, such as Generative AI chat]. Tool Name/Model. URL of the chat OpenAI. (2026, February 18). <i>Farm-to-table baby restaurant</i> [Generative AI chat]. ChatGPT. https://chatgpt.com/share/69960bec-5c88-8005-b49b-bda72844d7d2 In-Text, Parenthetical citation At no point did the generative AI model address the issue of what parents would eat, or other potential threats to this business model (OpenAI, 2026). In-Text, Narrative citation When asked to develop business proposal for a baby-friendly restaurant, OpenAI's model suggested offering cooking classes for homemade baby food (2026).
MLA	Works Cited "Prompt, description of the chat, or automatically generated title" Optional label. <i>Name of AI Tool</i>, version, Company, Date, chat URL. "Craft a business proposal for a farm-to-table restaurant catering specifically to the nutritional needs of babies and toddlers" prompt. ChatGPT, GPT-5, OpenAI, 18 Feb. 2026, chatgpt.com/share/69960bec-5c88-8005-b49b-bda72844d7d2 In-Text, Parenthetical citation At no point did the generative AI model address the issue of what parents would eat, or other potential threats to this business model ("Craft a business proposal"). In-Text, Narrative citation When given the prompt, "Craft a business proposal for a farm-to-table restaurant catering specifically to the nutritional needs of babies and toddlers, ChatGPT suggested offering cooking classes for homemade baby food.
STYLE	CITING AI TOOLS IN GENERAL
APA	Use this when including an AI-use disclosure statement for general tasks like creating charts and graphs, basic editing, or translation. This is also the way to provide a citation when it isn't appropriate to link to the full chat. In these cases, citing the chat as a personal communication is also an option. References list AI Company Name. (year). Italicized Name of the Tool/Model in Title Case [Description such as large language model]. URL of the tool. Anthropic. (2026). Claude Sonnet 4.6 [Large language model]. https://claude.ai In-Text, Parenthetical citation Generative AI was used to translate... (Anthropic, 2026). In-Text, Narrative citation Anthropic's Claude was used to translate... (2026).

STYLE	CITING AI TOOLS IN GENERAL
MLA	MLA emphasizes transparency about how a generative AI tool was used. So even if a specific chat is not being cited, the tool itself is still referenced. Begin the citation with the name of the tool. Works Cited Name of AI Tool. Model or version number. Company responsible for tool. Date content generated. URL to the chat. ChatGPT, model GPT-5. OpenAI, 27 Jan. 2026, https://chatgpt.com In-Text, Parenthetical citation Generative AI was used to translate... (ChatGPT). In-Text, Narrative citation ChatGPT was used to translate...

ACKNOWLEDGING AI USE

MARC WATKINS TEMPLATE

There may be cases where your instructor allows use of AI, as long as you are transparent. Possible examples include generating visuals, having AI make your paper less “wordy,” or asking AI to turn your essay into bullet points for a presentation. Marc Watkins is the assistant director of academic innovation at the University of Mississippi and trains faculty on AI. His articles frequently appear in the Chronicle of Higher Education, but he makes them available through his free Substack as well. He advocates for AI use acknowledgment and disclosure statements. In his October 2024 article titled, “Engaging with AI Isn’t Adopting AI” he provides the following framework for doing so:

- A template:** “AI Usage Disclosure: This document was created with assistance from AI tools. The content has been reviewed and edited by a human. For more information on the extent and nature of AI usage, please contact the author.”
- Or with more specifics:** “AI Usage Disclosure: This document [include title] was created with assistance from [specify the AI tool]. The content can be viewed here [add link] and has been reviewed and edited by [author’s full name]. For more information on the extent and nature of AI usage, please contact the author.”
- Example:** AI Usage Disclosure: This post, Citing and Acknowledging AI Use, was submitted to ChatGPT to verify factual-soundness, catch common grammatical errors, and rewrite the use-case examples to be more realistic. All content outside of these uses is the product of human authors. For more information on the extent and nature of AI usage, please reach out to the author.

APA GUIDANCE

APA recommends an AI use disclosure for the sake of honest transparency, but it is not prescriptive about how to craft it. If one is included it should be cited and included in an area that makes sense such as a footnote or a specials acknowledgment section.

MLA GUIDANCE

MLA also recommends including usage disclosures, but adds that it may be advisable at times to include the full transcript as an appendix.

Regardless of which disclosure format you use, it is good practice to include a general citation to the tool, if not the specific chat.

REFERENCES

“Anthropic to Pay Authors \$1.5b to Settle Lawsuit over Pirated Chatbot Training Material.” NPR, 5 Sept. 2025, www.npr.org/2025/09/05/g-s1-87367/anthropic-authors-settlement-pirated-chatbot-training-material.

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