

# Una Mens AI Collaboration Field Note (Template)

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## Una Mens AI Collaboration Field Note Template

This field note documents how AI systems, if used, contributed to a submitted work. It is not meant to be a technical audit or a performance of transparency. Its purpose is to help readers understand the shape of the collaboration: who contributed, how decisions were made, what was accepted or rejected, and who retained final responsibility.

Most field notes can be completed in 300–800 words, plus a brief timeline. Minimal AI use may require less. More complex human–AI collaborations may benefit from additional reflection.

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### Core information

- **Article title and publication information**
- **Human lead(s)**
- **AI collaborator(s), listed as specifically as possible**
- **Degree of AI involvement**
- **Collaboration pattern**
- **Primary collaboration modes**
- **Human contribution and responsibility**
- **AI contribution(s)**
- **Collaboration timeline**
- **Final responsibility**

### Optional but encouraged when relevant

- **Guardrails used**
  - **AI suggestions set aside**
  - **AI-generated material used directly**
  - **AI surprise**
  - **Human turning point**
  - **Additional notes or reflections**
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\*Please scroll down for more details regarding the core information and optional information for the AI-Collaboration field note.

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## Una Mens AI Collaboration Field Note- Core information

*This field note documents how a human–AI collaboration unfolded, what roles were played, what choices were made, and who retained final responsibility.*

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**Article Title:** [Insert full title]

**Intended for / Published in:** [e.g., Una Mens: Homo et Machina, Issue 2]

**DOI (if available):** [10.xxxxx/um.xxxxx]

**Human Lead(s):** [Full name]

**AI Collaborators:** [List each model exactly as used, e.g., ChatGPT-4o; Gemini 2.5 Pro; Claude 3.7 Sonnet; Grok; Le Chat]

**Degree of AI involvement:** light / moderate / substantial / central

- **Light:** grammar, formatting, search terms, minor edits
- **Moderate:** brainstorming, structure, revision suggestions
- **Substantial:** drafting support, theory development, coding, analysis support
- **Central:** AI dialogue, output, or collaboration is part of the method or object of study

**Collaboration Pattern:** [e.g., human-led multi-AI orchestration | human-in-the-loop swarm | single-AI extended dialogue]

**Primary Collaboration Modes:** [e.g., conceptual development, drafting, critique, metaphor generation, inter-AI-mediated revision]

### Human Contribution and Responsibility(s):

[e.g., question-framing, judgment, selection, synthesis, conversation mediation, ethical responsibility, final editing]

### AI Contribution(s):

[e.g., conceptual extension, drafting suggestions, counterframing, structural assistance]

**Final Responsibility:** The human author(s) retain final responsibility for the article’s claims, citations, interpretations, ethical decisions, and submitted text.

### Collaboration Timeline: [Month Year] – [Month Year]

Use either a table or a short prose timeline to show when each collaborator was most active.

**Prose Format:** Example: Concept development began with ChatGPT-4o in March 2026; drafting and revision occurred with Claude and Gemini in April; final edits were completed by the human author in May.

### Table Format:

Phase	Human Lead	AI 1	AI 2	AI 3
Concept	██████████	████		
Drafting	██████████	██████	████	
Critique	██████████		██████	████
Revision	██████████	████		████

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## Optional Information

*The following items are optional. Authors should consider their AI involvement and how best to represent that for their current work.*

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### **Guardrails Used (optional- recommended for substantial AI involvement):**

[e.g., idea-provenance tracking; short-passage drafting; human final review; inter-AI contextual comparison]

### **AI Suggestions Set Aside (optional):**

[Briefly describe any AI-generated directions that were deliberately minimized, rejected, or set aside, and why.]

### **AI Surprise (optional):**

[One or two concrete emergent moments, outputs, or shifts that surprised the human lead.]

### **Human Turning Point (optional):**

[One or two moments where the human lead's own judgment, experience, metaphor, or redirection became central.]

### **AI-Generated Material Used Directly (optional):**

[If applicable, briefly describe whether AI-generated text, images, code, or diagrams were used directly, adapted, or only consulted.]

### **Additional Notes / Reflections (optional):**

[Any extra context you want to preserve about the collaboration.]

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