

AI Activities for Educators: Hands-On Exploration Guide

By: Camden Hanzlick-Burton and Jennifer Stauffer

Attribution: based on key themes and content from AI Prompt Options presentation by Eric Hudson; modified and made into a guide with links by Jen Stauffer and Sergio Lopez. Further edited by Jen Stauffer and Camden Hanzlick-Burton.

Table of Contents

Guidelines on Using Third-Party Products in this guide.....	1
Safety and Compliance.....	1
Prompting Principals.....	3
Evaluating AI Prompts Outputs.....	4
Activity 1: Explore a Pre-packaged AI Tool for Teachers.....	5
Activity 2: Test Your Assignment's "AI Vulnerability".....	5
Activity 3: AI for Lesson Planning.....	6
Activity 4: Generate Student Feedback.....	6

Guidelines on Using Third-Party Products in this guide

- **No Product Endorsement:** We don't endorse or promote any specific product or software.
- **Voluntary Use of Tools:** Any products or tools mentioned are optional. Teachers should never feel obligated to purchase or subscribe to specific services or tools.
- **Exploring Free or Trial Options:** Where possible, please explore trial versions or free alternatives to demonstrated strategies. This ensures that resources and tools remain accessible to all educators.
- **Focus on Universal Skills and Knowledge:** The primary goal is to equip teachers with skills and approaches that can be applied universally, regardless of the specific tools available to them.

Safety and Compliance

Please remember to carefully consider what information you share with AI tools, especially when it involves student data. Ensure that all personal information is anonymized before use. Always review the terms of service for each tool to understand how your data may be used.

Age Requirements

- Ensure age compliance for direct student accounts (Federal law) – typically 13+ or 18+
- Please consult the Terms of Use and COPA/FERPA compliance for up to date information for each tool
- Teacher-supervised access is possible for younger students
- Verify age restrictions for specific AI tools

Data Privacy

- Protect student personal identifiable information (PII)
- Do not input personal identity information (address, names, account numbers/logins, personal photos, etc.)
- Review data collection and sharing policies
- Enable privacy-protecting settings
- Only input data you are comfortable being used to train AI.
- Obtain parental consent when required

Ethical Considerations

- Maintain transparency with stakeholders
- Ensure equitable access and representation
- Monitor for bias and discrimination
- Implement appropriate content filters
- Do not use AI for health, relationship, or other personal advice

Prompting Principals

Evaluating AI Prompt input

P

Purpose

State your specific goal and target audience with necessary context.

R

Role

Assign the AI a clear role that matches your needs. (like a teacher, editor, or expert).

O

Organize

Keep your prompt clear and structured, using clear formatting like lists or steps.

M

Model

Show what you want – give an example of the content, format, and/or style.

P

Parameters

Set clear boundaries for what you need. Be specific about any constraints.

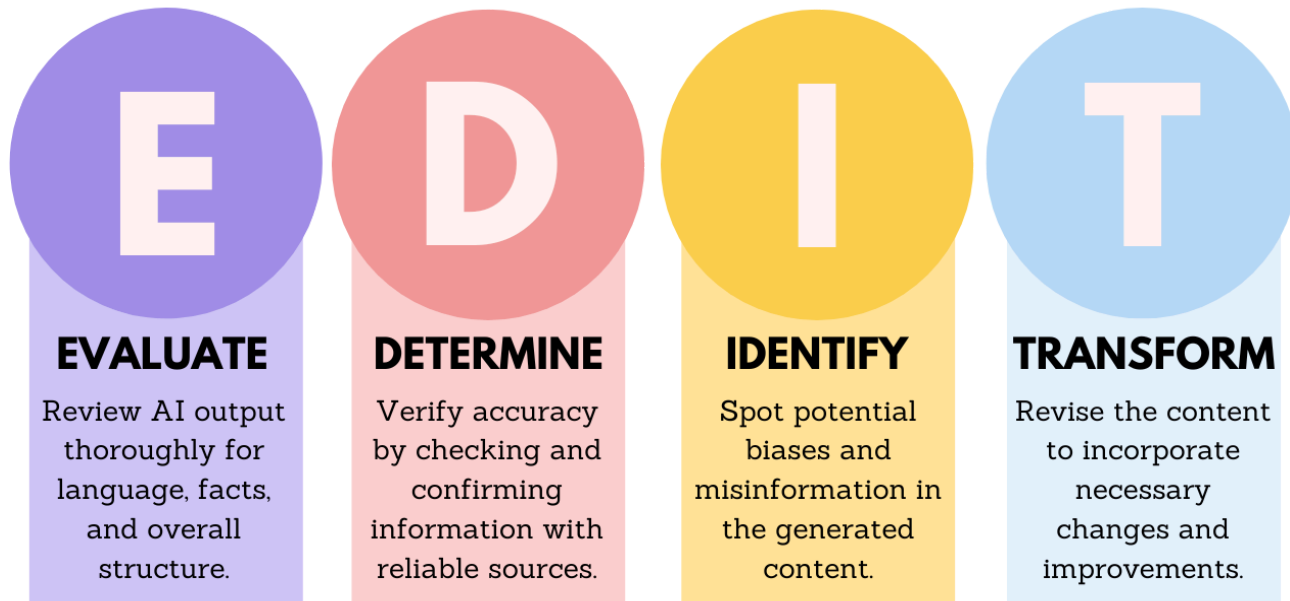
T

Tweak

Review, test, and refine your prompt to improve results.

from Generative AI Decision Tree & Prompt Engineering by J.Stauffer and J.Gold

Evaluating AI Prompts Outputs



from [The AI Classroom](#) by D.Fitzpatric

Activity 1: Explore a Pre-packaged AI Tool for Teachers

Explore a pre-packaged AI tool to create a quiz for one of your upcoming lessons, focusing on key concepts you want to assess.

- **Description:** There are some “pre-packaged” AI-powered tools designed to assist teachers with various classroom tasks. In this activity, you’ll create a quiz to assess student understanding of a particular topic. This will help you explore how AI can streamline quiz creation, allowing you to focus on crafting questions that align with your learning objectives.
- **Step-by-Step Guide:**
 1. **Step 1:** Log into a free teacher-specific tool (such as Khanmigo) and locate the option related to generating a quiz.
 2. **Step 2:** Choose an age level, and specify subject area and/or specific topic, as well as format of quiz (e.g., 9th grade, photosynthesis in biology, 10 multiple choice questions).
 3. **Step 3:** Use the AI to generate multiple-choice questions and answers. Edit/adjust as needed.
 4. **Step 4:** Download or cut and paste into a document you can save and access later.
- **Suggested Tools:** [Khanmigo](#) (free), [Magic School](#) (free trial but w/ limited features)
- **Reflection:** “What features of the AI tool did you find most helpful? Was there anything confusing or challenging about the quiz creation process?”

Activity 2: Test Your Assignment’s “AI Vulnerability”

Test the “AI vulnerability” of one of your existing assignments by asking AI to complete it as a student would.

- **Description:** This activity helps you understand how AI can be used to complete academic assignments and assess the “vulnerability” of your own assignments to AI. By testing one of your own assignments, you can see how well the AI handles the task and identify any potential weaknesses or areas for improvement in your assignment design.
- **Step-by-Step Guide:**
 1. **Step 1:** Select an assignment or sample problem/question from one of your classes.
 2. **Step 2:** Copy the assignment prompt into the AI tool.
 3. **Step 3:** Ask the AI to complete the assignment as a student.
 - **Example prompt:** “You are a [grade level] student. Complete this assignment in a way that would earn you an A.”
 4. **Step 4:** Review the AI’s response. Does it fulfill the assignment requirements? Where does it succeed, and where does it fall short?
 5. **Step 5:** Ask the AI to suggest ways to make the assignment more challenging for AI to complete.
- **Example prompt:** “Revise the assignment prompt to make it harder for AI to complete successfully.”
- **Suggested Tools:** [ChatGPT](#), [Perplexity](#), [Claude Sonnet 4](#), [Gemini 2.5](#), [Meta AI](#)

- **Reflection:** "How did the AI handle the assignment? What changes did you make to increase its difficulty for AI completion? How could this process help you design better assignments?"

Activity 3: AI for Lesson Planning

Create a short lesson on your chosen topic using AI. Focus on creating an engaging and interactive lesson that incorporates a variety of activities and learning check-ins.

- **Description:** In this activity, you'll use AI to assist in planning a lesson. The AI can help generate ideas for interactive activities, formative assessments, and ways to differentiate instruction for diverse learners. This is an opportunity to explore how AI can support the creative and logistical aspects of lesson planning.
- **Step-by-Step Guide:**
 1. **Step 1:** Choose a topic for your lesson. Example: "Photosynthesis."
 2. **Step 2:** Ask the AI to generate a list of key concepts that should be covered in the lesson.
 - **Example prompt:** "What are the key concepts students should learn about photosynthesis in a middle school biology class?"
 3. **Step 3:** Use the AI to suggest an engaging opening activity.
 - **Example prompt:** "What's a fun, interactive activity to introduce the concept of photosynthesis to students?"
 4. **Step 4:** Ask the AI to provide ideas for formative assessments.
 - **Example prompt:** "What are some formative assessment questions I can use to check students' understanding of photosynthesis?"
 5. **Step 5:** Compile the AI's suggestions into a draft lesson plan. Review and adjust as needed.
- **Suggested Tools:** [ChatGPT](#), [Claude](#) Sonnet 4, [Gemini 2.5](#), [Meta AI](#)
- **Reflection:** "How did the AI assist in each stage of the lesson planning process? Which suggestions were most useful? How might you combine AI-generated ideas with your own expertise?"

Activity 4: Generate Student Feedback

Use AI to generate feedback on a simple, pre-written paragraph or short essay. Start with a basic evaluation and refine the feedback as needed.

- **Description:** AI can be a useful tool for generating feedback on student work, particularly in providing detailed and consistent comments. In this activity, you'll start with a straightforward task: providing feedback on a single paragraph or a short essay. The goal is to familiarize yourself with how AI tools generate feedback. You'll use AI to identify strengths and areas for improvement, and then you can refine the feedback to make it more specific or tailored.
- **Step-by-Step Guide:**
 1. **Step 1:** Choose a Sample Paragraph or Essay: Use a pre-written text provided in the workshop or create a simple one yourself.

2. **Step 2:** Input the Text into the AI Tool: Paste the paragraph or essay into the AI tool.
 3. **Step 3:** Use a Basic Prompt: Start with a prompt like, **"What are the strengths and weaknesses of this paragraph?"** or **"How could this paragraph be improved?"**
 4. **Step 4:** Review the AI's Feedback: Look at the feedback generated by the AI. Consider how accurate or useful it is.
 5. **Step 5:** Refine the Feedback: If necessary, ask the AI to provide more specific suggestions, such as **"Can you provide more detailed feedback on the use of evidence in this paragraph?"**
- **Suggested Tools:** [ChatGPT](#), [Magic School](#), [Claude](#) Sonnet 4, [Gemini 2.5](#), [Meta AI](#)
 - **Reflection:** "How did the AI-generated feedback align with your own thoughts? What did you find helpful or not so helpful? How could this tool help in managing large volumes of student work?"