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Prison Visitation Policy and Procedure Guide

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100 Points
Due date: {ENTER}

Purpose: In this assignment you will use artificial intelligence (AI)—specifically ChatGPT—to create a visitation information guide for a prison. This assignment has multiple learning objectives:
1) learning how to draft and refine official policies and procedures;
2) exploring the utility of AI; and
3) validating the accuracy of AI tools as they apply to criminal justice practices.

Collectively through this assignment you will learn ways to expediate (i.e., ChatGPT) tasks that you may be required to complete (i.e., policy and procedure writing) as a criminal justice professional.

Skills: The purpose of this assignment is to help you practice the following skills that are essential to your success in this course and the criminal justice profession:
- Understanding what basic elements should be included within a visitation policy and procedures.
- Using ChatGPT to create something you have limited prior knowledge of.
- Analyzing the output of AI-generated policy for validity and utility.
- Discovering how to prompt ChatGPT to refine written responses.
- Creating an AI-generated visitation policy and procedures.
- Reflecting on assignment processes and outcomes.

Knowledge: This assignment will also help you to become familiar with the following content within our discipline:
- The process used to create policies and procedures.
- The procedures relied upon for prison management.
- The benefits and drawbacks of prison visitation.

Tasks: Below is a general template of *useful steps* to complete the assignment, but with all encounters with AI, the process will look different for every student. Therefore, at first this assignment may feel like a huge task but becoming acquainted with the process—along with trial and error—will result in a well-crafted policy.
1. Review these articles on ChatGPT:
   a. *Writing Public Policy Prompts*
   b. *Students and ChatCPT*
2. Outline the course materials on prison visitation with specific attention on the benefits, drawbacks, and processes of how the visits occur.
3. Review visitation guidelines from The North Dakota Department of Corrections and Rehabilitation along with Minnesota Department of Corrections and research two additional information pages for other DOCs.
   a. Outline the content and sections included within their documents/webpages so you can understand what components/sections are needed within a good policies and procedures.

4. Use ChatGPT to create your own visitation policies and procedures. This will be an iterative process. Using Chat GPT: Using this platform requires an account and some familiarity. Please be patient and have fun with the process!
    a. Create an account (*instructions provided by ChatGPT*):
        i. Visit OpenAI's Website: Go to the official [OpenAI website](#) (to learn more about their services, including ChatGPT)
        ii. Sign Up or Log In: If you're a new user, you would need to sign up for an account. If you already have an account, you would log in.
    b. Interact with the platform by asking it several fun questions/prompts (What is a prompt? See what ChatGPT says about them below).
        i. Example questions: What is the purpose of the criminal justice system; How can AI be incorporated into the criminal justice field; Tell me a joke about criminal justice students; Write me a 200-word story about a correctional officer and incarcerated person)
    c. Explore how responses from ChatGPT change using different prompts or even the same prompt asked multiple times.
    d. Using ChatGPT:
        i. Begin drafting your policies and procedures.
        ii. Review the output for accuracy, feasibility, and utility.
        iii. Make modifications as needed.
5. Place your finalized policies and procedures into a Word document.
6. Once your policies and procedures are complete, I want you to reflect on this process from two points of view—a policy/procedure perspective and an AI perspective by answering the following questions:
    a. What was it like creating an official policy?
    b. How did ChatGPT help or hurt this process?
    c. How will you use ChatGPT (if at all) in the future for your academic or career work?
    d. Put the responses to these questions at the end of your policy and procedure document.
7. Submit one document in Blackboard by {INSERT DATE} at 11:59 pm (cst).

Criteria for Success: The finished product should be prison visitation policies and procedures that a prison or department of corrections could adopt.

You will be graded on the following items:

Criteria	Concerns *Areas* 0-69 %	Adequate *Standards for* *this Assignment* 70-80 %	Advanced *Ways of* *Excellence* 81-100 %
Free from errors and typos (5 pts)			
Easy to read and comprehend (5 pts)			
Contains multiple sections (5 pts)			
Provides a comprehensive policy of visitation (30 pts)			

Provides comprehensive procedures of visitation (40 pts)			
Reflection (15 pts)			

ChatGPT Prompts (*provided by ChatGPT*)

Prompts are important for ChatGPT and similar language models because they serve as the initial context or instruction that helps guide the model's generation of responses. Here's why prompts are essential:

1. **Provide Context:** A prompt sets the context for the conversation. It helps the model understand the topic, tone, and style of the conversation it's expected to engage in.
2. **Instructive:** Prompts can provide specific instructions or guidelines for the model's response. This helps you guide the conversation in a particular direction.
3. **Generate Relevant Responses:** Without a prompt, the model would generate text without any context, which might lead to nonsensical or irrelevant responses. A well-crafted prompt ensures that the generated response is related to the input and coherent.
4. **Control Tone and Style:** By using appropriate language and tone in the prompt, you can influence the way the model responds. For instance, a formal prompt will likely generate a formal response, while a casual prompt will produce a more informal response.
5. **Mitigate Bias and Inaccuracies:** Including information or context in the prompt can help reduce potential bias or inaccuracies in the model's responses. You can guide the model to provide more accurate or neutral information.
6. **Creative Output:** Prompts can encourage creative responses from the model. By framing the input creatively, you can see how the model generates imaginative and unexpected outputs.
7. **Maintain Conversational Flow:** In a conversational setting, prompts help maintain the flow of the discussion by providing context that allows the model to understand the ongoing conversation and respond appropriately.
8. **Engage in Different Scenarios:** Depending on the prompt, you can engage the model in various scenarios—asking it to answer questions, generate stories, provide explanations, or even simulate characters in a dialogue.

It's important to note that while prompts are powerful tools, they also have their limitations. If the prompt is too vague or ambiguous, the model might produce responses that don't align with your expectations. Crafting clear and concise prompts is crucial for obtaining accurate and relevant responses from the model.