

How I Use AI Tools in My Work

A Transparency Statement from Lisa Ventura MBE FCIIS

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I use AI tools in my work, and I want to be open and transparent about how I use them. You deserve to know how the work I deliver is produced. This statement sets out my approach in full.

AI Is a Tool and an Enabler

AI is a tool and an enabler for me; it helps me work more quickly and efficiently. AI does not replace me, my knowledge or my judgement in any way.

Every piece of work I deliver draws on my own expertise, built over more than 16 years in cyber security and a career in journalism and broadcasting before that. My experience, my relationships and my understanding of the people I work with shape my work. No AI tool holds those things.

The Tools I Use

The AI tools I use on a regular basis are:

- Claude
- ChatGPT
- Microsoft Copilot
- Canva

I choose the right tool for each task. I review everything each tool produces before I use the output. No AI tool has the final say on any of my work. I do.

My Writing Process

Writing is a big part of my work, from articles and blogs to thought leadership and client communications. When I write, I follow the same process every time.

1. I research and write the first draft myself.
2. I review the first draft and write a second draft.
3. I then use AI tools to review the second draft for clarity, for correct spelling and grammar, and to check the tone and language suit the audiences I want to reach.
4. I review every suggestion the AI tools make and decide which changes to accept or reject.

The ideas, opinions and experiences in my writing are my own. If a suggestion doesn't sound like me, I reject the change. The thinking behind my writing always comes from me. AI helps me make sure my message reaches the right people clearly.

What AI Does Not Do for Me

- AI does not write my first drafts.
- AI does not form my opinions or decide what I say.
- AI does not replace the advice and expertise I give my clients.
- AI does not make the final decision on any piece of work.

How I Handle Data

I never put confidential or sensitive information into public AI tools. This applies to every piece of work I undertake and client I work with, without exception.

My clients trust me with their confidential and sensitive information. Protecting their information comes first, ahead of any time AI might save me. After more than 17 years in cyber security, I understand the risks of sharing data with AI tools, and I treat confidential and sensitive information with the same care I advise others to take.

Safe, Secure, Responsible and Ethical AI

As the Chief Executive and Founder of the AI and Cyber Security Association (AICSA), I focus on the safe, secure, responsible and ethical use of AI. The AICSA is a global membership body and trade association for the convergence of AI and cyber security. More information can be found here – www.aisec.org.uk.

I hold my own work to the same standards I promote through the AICSA. In practice, this means:

- I check AI outputs for accuracy and clarity before I use them.
- I keep a human in control of every decision, and the human is me. I live by the “human in the loop” analogy at all times.
- I take full responsibility for every piece of work I publish or deliver.
- I stay open about my use of AI, as this statement shows.

Keeping This Statement Up to Date

AI tools change quickly, and so do the ways people use them. I will review this statement regularly and update the content if the tools I use or my approach changes in any way.

My Commitment to You

I believe in being transparent about AI use, especially as someone who works at the intersection of AI and cyber security. If you have any questions about how I use AI in my day-to-day work, please ask me. I'm happy to explain.

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