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AI Literacy Framework (ALiF): A Progressive Competency Development Protocol for Higher Education

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We are still developing and optimizing this implementation protocol

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Abstract

The AI Literacy Framework (ALiF) provides a structured approach to developing AI literacy across three key stakeholder groups in higher education: students, faculty, and staff. This protocol outlines implementing a three-level progression system across four core competency areas: Technical Understanding, Critical Evaluation, Practical Application, and Ethical Considerations. The framework enables institutions to systematically develop AI literacy while maintaining academic integrity and promoting innovation.

Image Attribution

Logo developed by Lelle Designs



Guidelines

Common Issues and Solutions

Engagement Challenges

- Solution: Implement targeted communication
- Alternative: Develop incentive systems
- Prevention: Regular stakeholder feedback

Resource Limitations

- Solution: Prioritize critical components
- Alternative: Phased implementation
- Prevention: Detailed resource planning

Quality Concerns

- Solution: Enhanced monitoring
- Alternative: Peer review systems
- Prevention: Clear quality standards

Progress Delays

- Solution: Adjust timelines
- Alternative: Modified milestones
- Prevention: Regular progress reviews



Materials

ALiF Framework Documents

- Complete ALiF framework documentation
- Implementation guidelines
- Assessment rubrics
- Progression pathways documentation
- Role-specific competency maps

Policy Documents

- AI use policies
- Academic integrity guidelines
- Data protection protocols
- Ethics guidelines
- Assessment policies

Training Materials

Foundation Level (L1)

- Basic AI literacy modules
- Tool usage guides
- Assessment guidelines
- Practice exercises
- Self-assessment tools

Intermediate Level (L2)

- Advanced training modules
- Integration guides
- Case studies
- Project templates
- Peer assessment tools

Advanced Level (L3)

- Leadership development materials
- Mentorship guidelines
- Innovation project guides
- Strategic planning templates
- Community building resources

Assessment Tools

Evaluation Materials

- Competency assessment forms
- Progress tracking templates
- Portfolio guidelines
- Performance indicators



- Quality assurance checklists

Documentation Templates

- Implementation tracking forms
- Progress reports
- Feedback forms
- Outcome documentation
- Impact assessment tools

Support Resources

Technical Resources

- AI tool guides
- Platform tutorials
- Troubleshooting guides
- Integration manuals
- Best practice examples

Implementation Support

- Project management templates
- Timeline planners
- Resource allocation guides
- Risk assessment tools
- Change management guidelines

Communication Materials

Stakeholder Communications

- Information packages
- Presentation templates
- Progress report formats
- Newsletter templates
- FAQ documents

Marketing Materials

- Program brochures
- Information posters
- Digital assets
- Social media content
- Event materials

Quality Assurance

Monitoring Tools

- Quality control checklists
- Audit templates
- Review forms



- Compliance checks
- Performance metrics

Improvement Resources

- Feedback collection tools
- Analysis templates
- Action plan formats
- Review guidelines
- Update protocols

Research and Development

Research Tools

- Data collection templates
- Analysis frameworks
- Survey instruments
- Interview guides
- Case study templates

Development Resources

- Innovation tracking tools
- Project proposal templates
- Pilot program guides
- Evaluation frameworks
- Impact assessment tools

Before start

Requirements

1. Institutional commitment to AI literacy development
2. Basic technological infrastructure
3. Access to common AI tools and platforms
4. Designated implementation team
5. Faculty and staff development resources

Planning & Preparation

1. Form an implementation committee
2. Review institutional policies
3. Assess current AI literacy levels
4. Identify available resources
5. Define success metrics



Step 1: Framework Setup

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1 Establish Governance Structure

1.1 Create steering committee

1.2 Appoint component leads for each competency area

1.3 Define reporting structure

1.4 Establish communication channels

2 Define Stakeholder Groups

2.1 Identify student cohorts

2.2 Map faculty departments

2.3 Categorize staff roles

2.4 Document specific needs

3 Resource Assessment

3.1 Evaluate available AI tools

3.2 Review learning management systems



3.3 Assess training capabilities

3.4 Identify resource gaps

Step 2: Baseline Assessment

4w

4 Develop Assessment Tools

4.1 Create competency evaluation rubrics

4.2 Design self-assessment surveys

4.3 Develop practical assessment tasks

4.4 Establish documentation methods

5 Conduct Initial Assessments

5.1 Administer stakeholder surveys

5.2 Conduct practical evaluations

5.3 Document current practices

5.4 Identify development needs



6 Analysis and Planning

6.1 Review assessment results

6.2 Identify priority areas

6.3 Create development roadmap

6.4 Set measurable targets

Step 3: Implementation Strategy

12w

7 Level 1 Implementation

7.1 Deploy foundation training

7.2 Establish basic guidelines

7.3 Implement monitoring systems

7.4 Provide support resources

8 Level 2 Development

8.1 Create advanced modules

8.2 Develop practical exercises



8.3 Implement peer learning

8.4 Track progression

9 Level 3 Leadership

9.1 Identify potential leaders

9.2 Create mentorship programs

9.3 Develop innovation projects

9.4 Establish communities of practice

Step 4: Assessment and Progression

10 Progress Monitoring

10.1 Regular assessments

10.2 Portfolio reviews

10.3 Practical evaluations

10.4 Feedback collection

11 Quality Assurance



11.1 Review implementation

11.2 Validate outcomes

11.3 Adjust procedures

11.4 Document best practices

12 Continuous Improvement

12.1 Gather feedback

12.2 Update materials

12.3 Enhance processes

12.4 Share outcomes

Optional Steps

13 Enhanced Implementation

13.1 Cross-institutional collaboration

13.2 Research integration

13.3 Industry partnerships

13.4 Innovation projects

14 Extended Assessment

14.1 External validation

14.2 Research studies

14.3 Impact analysis

14.4 Longitudinal tracking

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