Five questions to ask any AI drafting tool

For teams that answer letters from an agency or a regulator: a patent or trademark office action, an SEC comment letter, an FDA inspection finding, a tax notice. Five questions to put to any AI drafting tool before your documents go into it.

> **How to use them.** A demo shows a tool at its best. These questions are about what happens to your documents and your drafts once the demo is over. Ask for each answer in writing, and note it below.

1 Whose AI account does the work run on?

Yours, or one the tool's maker shares across customers? Who pays for each request sent to the AI?

Answer

Notes

2 Where else does the text of your documents go, and when is it deleted?

Every service it passes through, how long each one keeps it, and whether that includes the records of what was sent to the AI.

Answer

Notes

3 What is checked before a draft reaches you, and who can switch that off?

Which checks run, on which steps, which of them can be turned off, and who can do it.

Answer

Notes

4 When a document it needs is missing, does it ask you or draft around it?

Does it name the missing document and ask for it, or hand you a draft that reads as complete without it?

Answer

Notes

5 When you replace a document, what tells you which drafts are now out of date?

If you upload a newer version of one document, how does the tool show you which earlier drafts depended on it? Or is it left to someone to remember?

Answer

Notes

Ask them of every tool you evaluate.