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**KHALIFA UNIVERSITY OF SCIENCE AND TECHNOLOGY (KU)**

**Technology Management & Innovation Office**

**INVENTION DISCLOSURE FORM**

**When completed, please submit to**

**Technology Management and Innovation**

**IP@KU.AC.AE**

**Purpose of this form:**

**To facilitate the prompt disclosure by KU personnel of any Intellectual Property (IP) for which KU may assert ownership rights pursuant to the KU IP Policy**

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| 1. **Disclosure (*all fields must be completed*)** | |
| **Title of the invention:** |  |
| **Initiator:** |  |
| **Telephone contact:** |  |
| **E-mail:** |  |
| **Date:** |  |
| **Academic Division/Dept** |  |
| **Research Institute/Center:** |  |

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| 1. **Invention** |
| **Background & Summary of the Invention:**  *(Provide detailed information on the invention; describing technical problems the invention is solving, advantages over existing technologies as well as limitations. If manuscript is available, please provide as an attachment).* |
| **How was the problem addressed before:**  *(Describe briefly the prior art and their drawbacks listing references of any relevant publications, patents and presentations).* |
| **Invention Commercialization Status:**  *Please describe the current level of development of the invention and then choose one of the categories below by placing an “x” in the last column:*   |  |  |  | | --- | --- | --- | | **Category** | **Commercialization Stage** | **Level** | | **Research Discovery**  (Such as basic principles of new technology, new technology concept and/or application, or novel analytical and laboratory studies) | Early Stage |  | | **Technology Development**  (Such as a technology, material or prototype validated in laboratory or any relevant environment) | Proven Stage | ☐ | | **Technology Deployment & Implementation**  (Where no further or limited technological and scientific development is needed to prove the technology; example of existing prototype in an operational environment) | Mature Stage |  | |

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| **Invention Market:**  *Explain possible applications, closest known product / technology, and any companies that may be interested.* |
| **Invention Implementation:**  *Explain how the invention can be developed and industrialized; identify any studies or trials that are needed.* |
| **Technology Class(es):**  *Select from the technology classes below the ones related to the field of your invention (if applicable, please select the best two (2).*   |  |  |  |  | | --- | --- | --- | --- | | Advanced Materials and Manufacturing |  | Information and Communication Technologies (ICT) |  | | Aerospace |  | Robotics, AI and Data Science |  | | Clean and Renewable Energy |  | Sensors |  | | Environmental resource management Hydrocarbon Exploration and Production |  | Supply Chain and Logistics |  | | Healthcare |  | Water and Environment |  | |

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| 1. **Public Disclosure**   *Please state any and all prior or planned public disclosure to the invention, for example, scientific papers, patents, posters, abstracts of talks, congress, news stories, blogs, oral presentations at meetings, seminars and conferences, etc.* | | | | | |
| Submitted to journal: | YES | NO | Date: | Journal Name: |  |
| Published: | YES | NO | Date: | Reference: |  |
| Oral disclosure: | YES | NO | Date: | Location: |  |
| Poster presentation: | YES | NO | Date: | Location: |  |
| Published abstract: | YES | NO | Date: | Reference: |  |
| Other disclosure: | YES | NO | Date: | Please describe: |  |
| Any plans to publish? | YES | NO | Date: | Location: |  |

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| 1. **Third Parties**   **Please note that accurate and complete information is essential, as this information will be used to determine any pre-existing sponsor/funder rights related to the Invention** | | | | | |
| Have you collaborated with any third (3rd) party to develop the invention?  **Third (3rd) parties** are considered to be anyone not associated with KU, please ask if you are not sure. | | | | YES | NO |
| If yes, please provide: | The name of the third party. | | | | |
| Location where the research is being physically carried out. | | | | |
| Collaborating third party key personnel or the Principal Investigator  Name:  Email/telephone: | | | | |
| Did you use materials, equipment, or software from another company/institution to create the Invention? This could be your collaboration partner or another unrelated third party? | | | | YES | NO |
| If yes, please provide the name of the third party and explain what you used. | |  | | | |
| Have you received funding for the development of the invention?  *(Funding may come from government bodies, non-profit research foundations, private companies or industry associations/ organizations)* | | | | YES | NO |
| If yes, who from? | | |  | | |
| Please list any other sources of funding used in the conception and development of the Invention. | | |  | | |

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| 1. **Inventor/s**   **Inventorship:**  Please note “inventorship” is a legal matter and KU uses the United States Patent and Trademark Office’s (USPTO) description to qualify an inventor [*http://www.uspto.gov/web/offices/pac/mpep/s2137.html*](http://www.uspto.gov/web/offices/pac/mpep/s2137.html)*.* The definition for inventorship is simply stated that “Unless a person contributes to the conception of the invention, he is not an inventor. One must contribute to the conception to be an inventor”. *Therefore, submitter(s) signing below Must Only Be those who actually contributed to the conception of the invention (such as the physical structure or operative steps) are separated from those members that merely acted under the direction and supervision of the conceivers.*  **ACKNOWLEDGEMENT:**  **In acknowledgement and pursuant to the KU’s IP Policy, by signing below, I hereby assign my rights, title and interest in the invention to KU and authorize the university to pursue if applicable, intellectual property protection on my behalf. I further agree to cooperate with KU in the protection of any resulting intellectual property.** | | | | | |
| **Inventor(s):** | **Lead Submitter** | **2nd Submitter** | | **3rd Submitter** | |
| **Legal Name:** |  |  | |  | |
| **Email:** |  |  | |  | |
| **Telephone:** |  |  | |  | |
| **Address:** |  | |  | |  |
| **Name of current employer:** |  | |  | |  |
| **Contribution to the invention as a percentage e.g. X%:** |  | |  | |  |
| **Citizenship:** |  | |  | |  |
| **Signature:** |  | |  | |  |
| **Date:** |  | |  | |  |

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| **Inventor(s) :** | **4th Submitter** | **5th Submitter** | **6th Submitter** |
| **Legal Name:** |  |  |  |
| **Email:** |  |  |  |
| **Telephone:** |  |  |  |
| **Address:** |  |  |  |
| **Name of current employer:** |  |  |  |
| **Contribution to the invention as a percentage e.g. X%:** |  |  |  |
| **Citizenship:** |  |  |  |
| **Signature:** |  |  |  |
| **Date:** |  |  |  |

# INSTRUCTIONS

1. The Technology Management and Innovation Office (TMI) reviews all KU IP Disclosure submissions as they are received from members of the KU community. Where appropriate, TMI endeavors to license KU IP to industry for further development and commercialization. Any royalties derived from any such license are shared with the inventor(s) and their departments according to KU’s IP policy.
2. The following instructions apply to the correspondingly numbered sections in the Form:
3. Disclosure
4. Use a brief descriptive title to aid in identifying the Intellectual Property.
5. Lead submitter, i.e., the lead person to whom all TMI communications should be directed with requested contact info.
6. Date of the submission
7. Department /Center
8. Any related R&D Program associated with the Invention.
9. Invention

In describing the Intellectual Property, attach material which covers the following points:

1. Background and General purpose to include technical description, including a list of key words. Attach sketches, drawings, photographs, or other material that help illustrate the description, if appropriate, Advantages, unusual features and improvements over existing methods, devices or materials.
2. What problems does it solve or what advantages does it possess?

How does the Intellectual Property differ from the present technology? Please list (and attach) any additional related patents or publications which may be important background reference material in reviewing the Intellectual Property. If appropriate, please attach an initial patent search related to the invention obtained from searching the USPTO’s website: *http*[*:w*](http://www.uspto.gov/web/menu/search.html)*w*[*w.uspto.gov/web/menu/search.html*.](http://www.uspto.gov/web/menu/search.html)

1. Invention Commercialization Status

What is the level of development of the Invention? The stages are listed for selection

1. Invention Market:

Explain how this invention is of value (industrial application). A list of commercial entities that may be interested in the invention will assist the TTO in identifying potential licenses for the technology. Please include names and addresses of specific contacts if known

1. Invention Implementation:

Commercial applications (economic potential, potential uses, indirectly related uses, etc.).

1. Technology Class

Chose the appropriate Technology Class – We would encourage submitters to identify the two main classes

1. Public Disclosure:

In the United States, a patent application must be filed no later than one year after public availability of a printed publication disclosing the invention in detail (use of overheads or blackboards may be considered written disclosures). In other countries, filing must take place before either oral or printed publication is made available to the public: however, where there has been a U.S. filing before any oral or printed publication, generally a one (1) year grace period is granted for foreign filing. Complete all parts of this section in view of the following:

* 1. From a legal perspective, Conception is “the complete performance of the mental part of the inventive act” and it is “the formation in the mind of the inventor of a definite and permanent idea of the complete and operative invention as it is thereafter to be applied in practice.” In addition, “Conception is established when the invention is made sufficiently clear to enable one skilled in the art to reduce it to practice without the exercise of extensive experimentation or the exercise of inventive skill or faculty.” So, the mere recognition of a desirable result, or of a problem, or of a general approach to solving the same, without the formulation of the physical structure to accomplish that result or to solve the problem, will not suffice to constitute conception.,.
  2. The term “first publication” means the first time any member of the general public (those outside the KU), without restriction of confidentiality, would have been able to legally gain access to your written or printed enabling description of the invention.
  3. “First public oral disclosure” means the same as 7ii, but only as to oral presentation to the general public (those presented to individuals outside of KU).
  4. The anticipated date of publication, (as described in 7ii above), should be entered here, as well as the date any documentation was submitted for review for possible publication.

1. Third Parties

List all sources of funding that relate to the creation/development of the Intellectual Property by providing the applicable reference numbers, and, if applicable, the principal investigator on the project(s). Include the names of any potential co-contributors at another institution. Please provide the name(s) any other institution (university, research institute, company, etc.) the Contributor(s)/collaborator(s) is/are affiliated with.

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**III:** Related Patent Terminology

**Reduction to practice**, according to patent law, involved actual and complete use of the invention for its intended purpose. Such reduction to practice generally involves physical construction of the invention and testing the physical embodiment to determine whether it performs as contemplated, but this is not always necessary if the invention can be fully described. A person contributing only to the reduction to practice of an invention is not an inventor.

**What is a patent**? A patent is a grant issued by the United States (or other foreign countries) giving the owner of the patent the right to exclude others from making, using, or selling the invention claimed within the jurisdiction of the country for the term of the patent (typically 20 years from the date the patent application is filed). A patent document typically includes a specification, drawings, and claims. The claims are an important component of a patent because they describe the scope of the patent holder's exclusionary rights. The patent fully discloses the enablement of the invention to the public upon issuance of the patent.