

Confidential**Disclosure No.:** IPAC/**Status:** _____

INVENTION DISCLOSURE FORM
(To be submitted to the Vice-Chancellor by the Inventor)

Name : _____
Designation : _____
Department : _____
Faculty : _____
Contact Te. No : _____
Email : _____

1. PROPOSED TITLE:

2. FIELD OF INVENTION

This invention relates primarily to:

3. INTELLECTUAL PROPERTY TYPE

Industrial Property	Patents/inventions (product/process)	
	Industrial design	
	Marks	
Copyright of works/ works protected	Scientific works	
	Literary works	
	Artistic works	
	Derivative works	
Related rights	Performances of performing arts	
	Phonograms	
	Broadcasts	

4. BACKGROUNDS AND RELATED ART

A. The technical problem addressed by the invention is as follows:

B. The closest related art is described as follows:

5. CONCEPTION OF INVENTION

Date of conception: _____

Date of first written description: _____

6. REDUCTION TO PRACTICE

Has the invention been reduced to practice (does it work)? _____

COMMENTS, if any, on conception of invention and/or first written description:

7. INVENTOR(S) (this section must be completed)

INVENTOR 1: _____

Name: _____

Residence Address: _____

Citizenship: _____

INVENTOR 2: _____

Name: _____

Residence Address: _____

Citizenship: _____

COMMENTS on inventors or inventorship (please note if any of the inventors resides out of the country).

8. DATES OR PRODUCT TESTING AND RELEASE

Alpha Testing:* _____

Beta Testing:** _____

General release or sale: _____

Offers for sale: _____

COMMENTS on product testing and release:

9. DISCLOSURE OF INVENTION

Has there been any disclosure or use of the invention by the public? When and to whom? Under a non-disclosure agreement?

Please attach a copy of the disclosure.

* Alpha test will be a test among yourselves (the teams) to confirm that your product works.

** Beta test in the second phase in which a sampling of the intended audience tries the product out

10. INTERNAL DISCLOSURE(S)

First internal disclosure date: _____

Name of first person to whom invention was disclosed: _____

COMMENTS about first internal disclosure:

11. ARTICLE(S)

Have any articles been published? _____

DETAILS about publication of articles(s): _____

Please attach a copy of any published article(s).

12. ADVERTISEMENTS, PRESS RELEASES AND PRODUCT ANNOUNCEMENTS

Any advertisements, press releases or product announcements? _____

DETAILS about any advertisements, press releases and product announcements: _____

Please attach copies of any advertisements, press releases and/or product announcements.

13. OUTSIDE DISCLOSURE(S)

Have there been any disclosures outside the University? _____

Were all outside disclosures under a non-disclosure agreement? _____

DETAILS about any disclosures outside the company: _____

Please attach copies of any information disclosed.

14. TRADE SHOWS AND CONFERENCES

Are there any upcoming trade shows or conferences? _____

DETAILS about upcoming trade shows and/or conferences: _____

15. ADDITIONAL COMMENTS BY INVENTOR:

Signed: _____ Witnessed and Understood by: _____

Date: _____ Date: _____