MSUN – IPRO Form 1

**INVENTION DISCLOSURE FORM**

(Confidential)

1. **Title of Invention/Technology**
2. **Keywords/Search Terms**(minimum of 10 keywords)

(Please provide list of words/industry phrases directly related to your invention to facilitate searching for patent databases)

1. **Brief Overview of the Invention** (3 – 4 paragraphs)
2. Please provide a short description of your invention/technology and how it works.
3. What is the likely application of your invention? For example, “Which unmet need does it address?
4. Is it a new product, process or composition of matter? Or is it a new use for or improvement of an existing product, process or composition of matter?
5. What benefit can the invention give?
6. **Technical Detailed Description of the Invention**
7. Detailed Technical Description of the Invention:
8. If the invention is a machine / tool, please provide the following information:

* The components or parts of the machine/ tool and discuss the use of each part in relation to the performance of the desired function of the machine/ tool
* The process or method of making, constructing the machine/ tool and materials used
* Other pertinent information in the production of the machine

1. If the invention is a process ( chemical/ food, etc )please provide the following information:

* A detailed or step –by-step procedure on the process
* The raw materials used and how are these materials prepared and other factors to be considered in the preparation ( e.g. temperature, Pressure, etc )
* The chemical compositions in percent weight or volume and concentration of reagents
* Other pertinent information on the composition or process

1. What are the novel or new features of this invention? How does the invention differ from present technology?
2. Current state of development (describe the development status – concept only, laboratory tested, prototype, etc) and briefly indicate what further development may be necessary to commercialize it)
3. Other possible implementations or variations of this invention.
4. **Drawing of the Invention**

(Attach sketches/drawings to help illustrate the technical description)

1. **Disclosure**

This information is important as this may affect the strength of any patent application and the commercialization potential. Please identify all past and future seminars, conferences, poster, publications, web posting and other venues wherein your work was or may be publicly disclosed.

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| **Type of Disclosure (publication, posters, etc)** | **Date(s)** |
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1. **Research Funding**

Give details of all grants, contracts or funding sources contributing to the research that led to the invention.

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| **Agency or Sponsor** | **Grant / Contract / or**  **Agreement Dates** |
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1. **Other Agreement Relevant to this Invention**

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| **If yes,**  **Check**  **Here** | **Agreement Types** | **Description of the Agreement & Parties of the Agreement** |
| □ | Material Transfer Agreement |  |
| □ | Collaboration Agreement |  |
| □ | Research Agreement |  |
| □ | Consortia Agreement |  |
| □ | Funding Agreement |  |
| □ | Consulting Agreement |  |
| □ | Others, Identify |  |

1. **Other Inventor/s Information**

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| Please list all who helped contribute to the conception of the ultimate working invention.  **Inventor**   |  |  | | --- | --- | | Full Name | Last Name First Name M.I | | Department/Affiliation |  | | Office Address |  | | Email Address |  | | Contact Number |  |   **Inventor**   |  |  | | --- | --- | | Full Name | Last Name First Name M.I. | | Department/Affiliation |  | | Office Address |  | | Email Address |  | | Contact Number |  |   **Inventor**   |  |  | | --- | --- | | Full Name | Last Name First Name M.I. | | Department/Affiliation |  | | Office Address |  | | Email Address |  | | Contact Number |  | |

By disclosing this invention, I/We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the

inventor(s), hereby agree and consent to such necessary and appropriate steps that the MSUN IPRO may undertake in having this disclosure evaluated and in initiating a patent application.

The MSUN IPRO and its present, past and future staff, are hereby bound to confidentiality regarding any information disclosed herein. The MSUN IPRO shall undertake to have confidentiality agreements executed by any other party to whom the IPRO may give the information contained in this disclosure, for purposes of invention evaluation and patent application.

“Invention evaluation” shall be understood to comprise the steps taken by the IPRO to assess the marketability and patentability of the invention. “Patent application” shall include all processes related to patent application, such as but not limited to prior art searches and patent drafting.

The CORRESPONDING INVENTOR should sign and date, along with his/her Department Head and College Dean. (Note: If that inventor is not the head of the laboratory, the signature of his/her faculty advisor or supervisor is required.)

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| **Corresponding Inventor’s Printed Name** | **Signature** | **Date** |
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| **Department Head and College Dean** | **Signature** | **Date** |
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1. **Agreement Regarding this IP Policy**

I agree that by submitting this IDF, I am bound to the applicable Intellectual Property guidelines of the Mindanao State University System

Inventor’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Inventor’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Inventor’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_