# Invention Disclosure

To

University Administration

Research Department D 6

D 6.1 Patent Management

Anke Faller / Susanne Geiselhart

Seminarstraße 2

69117 Heidelberg

**S E N D S E A L E D O N L Y !**

D O N O T C O M P L E T E !

|  |  |
| --- | --- |
|  Received on: |  Notice of incompleteness on: Received complete on: |

***Please fill out completely from here. The text fields expand automatically.***

***For items that are unknown at the time of the disclosure, please enter "not yet available".***

***If more space is needed, please use a separate sheet.***

**1. Title of the invention**

|  |
| --- |
|       |

**2. Inventor information**

***Please note: All listed inventors and the head of the institute must sign the invention disclosure on page 5 or 6.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Inventor 1****(Contact)** | **Inventor 2** | **Inventor 3** | **Inventor 4** |
| **Last name, first name, title** |       |       |       |       |
| **Profession** |       |       |       |       |
| **Position** |       |       |       |       |
| **Institute (department, address)** |       |       |       |       |
| **Institute tel./fax (area code & extension)**  |       |       |       |       |
| **E-mail:** |       |       |       |       |
| **Home address****Home phone (cell)** |       |       |       |       |
| **Nationality** |       |       |       |       |
| **Participation (%)** |       |       |       |       |
| **Employed at time of invention?****Yes/No** |       |       |       |       |

**3. Description of the invention**

On one or two separate pages, please provide a brief description of your invention (with drawing if applicable) as well as major literature citations. Please also answer the following questions (be brief):

|  |
| --- |
| 3.1. What technical problem does your invention solve?       |
| 3.2. What is the object of the invention? What is the primary goal of the invention (e.g. protection of basic know-how, new product, new process)?       |
| 3.3. How does your invention address this goal?        |
| 3.4. How has the problem been addressed until now? What is the state of the art?       |
| 3.5. What are the disadvantages of the known solutions?       |
| * 1. What is fundamentally new in your invention? What makes your invention unique?

       |
| 3.7. What fundamental and/or additional advantages does your invention have compared with the state of the art?       |
| 3.8. Using key words (**German** and **English**), how would you describe your invention?  (Important for patent research!)       |

**4. Conception of the invention**

|  |
| --- |
| 4.1 When was your invention conceived? (Separate response from each inventor)             |
| * 1. Does the invention fall within your own, a related, or an unrelated field of work?

Is it based significantly on knowledge/experience of the institute? (Separate response from each inventor)       |
| * 1. Was the invention conceived in the context of a thesis/dissertation, a research project, or

research report (also see declaration from head of institute)? (Separate response from each inventor)       |
| * 1. What publications (your own or others) already exist in the field of the invention?

 Please attach copies.       |
| * 1. Are any disclosures, presentations, or other publications planned for the near future? (If yes: When? Where? And what about?)

       |
| * 1. Has your invention already become known in any way (e.g. through written/oral communication, internal seminars, external presentations, posters, trade fairs, Internet?)

If yes, when and where?       |
| 4.7. What other working groups are currently working on the same or similar problem?  (e.g. research institution, university, industry)       |

**5. Legal background**

|  |
| --- |
| * 1. Are all the inventors still easy to contact (e.g. employment/length of stay at the institute, job change)?

       |
| * 1. To your knowledge, are any third-party rights and proprietary rights affected?

       |
| * 1. Are you already in contact with a patent attorney?

Has a patent application already been filed?       |
| * 1. Are there already contractual obligations (also see declaration from head of institute)?

       |

**6. Stage of development**

|  |
| --- |
| 6.1. What is the invention's stage of development/level of implementation?  (e.g. idea, proof of functionality, demo model, prototype, test stage, ready for market)        |
| 6.2. How much more development is needed until an initial demo model, prototype, or commercially viable product is available? What development steps/milestones are already planned?       |
| 6.3. Why would a potential licensee choose your invention specifically as a solution?       |

**7. Exploitation**

|  |
| --- |
| * 1. What type of marketing do you envision for your invention? (e.g. licensing, patent sale)

       |
| 7.2. Is any spin-off company planned? (start-up, spin-off, private manufacture, participation)        |
| 7.3. What information do you already have about the market? (e.g. branches, areas of application, market potential, expected market volume, market distribution by region/country, competitors)       |

|  |
| --- |
| * 1. What financial benefit does a licensee derive from your invention?  (e.g. new market, cost optimisation, added value, reduced price)

       |
| * 1. What revenue do you expect? (Please specify market segments and regions)

       |
| * 1. What do you estimate manufacturing costs to be?  (Also specify your estimate of a final price)

       |
| * 1. Is a product/process pursuant to your invention easy to integrate into existing industrial processes?

       |
| * 1. Would currently typical manufacturing processes have to be substantially adjusted or changed?

 How much would that cost? (In time and money)       |
| * 1. Do you already have contacts with the industry? (e.g. What companies are worth considering?)

Have companies already expressed an interest? Do the interested parties have particular goals in mind?)       |
| * 1. What offer can currently be made to a potential licensee?

       |

**I/we certify that I/we have answered the preceding questions truthfully and completely, that I/we conceived the invention described in this disclosure, and that to my/our knowledge, no other inventors, except those cited under item 2, participated in this invention.**

............................................, the ....................... ....................................................................

............................................, the ....................... ....................................................................

............................................, the ....................... .....................................................................

............................................, the ....................... ....................................................................

**Declaration of Institute Head**

In order to assess the legal and contractual conditions of the current invention, please answer the following questions:

|  |
| --- |
| 1. Was the invention conceived within the framework of a third-party-funded project?  (e.g. DFG, BMBF, EU, industry cooperation, research assignment) If yes, please provide the exact titles of the underlying contracts. Please attach copies of those contracts.       |
| 2. What other/special resources were used to develop the invention?       |
| 3. The information provided in the invention disclosure was reviewed and deemed error-free.       |

............................................, the .......................

............................................................................ ...............................................................................

 Signature of Institute Head Institute stamp