

MONTCLAIR STATE UNIVERSITY INVENTION DISCLOSURE FORM

Notice of Invention: This form is intended to encourage the timely reporting of inventions to the University for consideration by the Committee on Patents, Copyrights & Other Intellectual Property. The disclosure provided by the form is preliminary only, and a more complete disclosure may be required in order to satisfy the requirements of the Montclair State University Intellectual Property Policy.

Instructions:

Describe your invention in the space provided and deliver in confidence to the Chair of the University's Patent Committee. Detailed materials are not required; they will be requested if needed.

WHEN COMPLETED, THIS DOCUMENT IS CONFIDENTIAL. PLEASE DO NOT DISTRIBUTE WITHOUT APPROVAL FROM THE DEAN OF YOUR COLLEGE.

Title of Invention:

Name

Signature

Phone #

School:

1) Individuals Involved in Creation:

For each individual provide their name, title, employer, contact information, date(s) of involvement, extent of involvement, and whether invention was created while each individual was employed by, student of, associated with or using the sources and facilities of the University.

2) Category and General Description:

Is the invention a new process, composition of matter, a device, or one or more products? Is the invention a new use for, or an improvement to, an existing product or process?

3) Utility:

What are the possible uses for the invention? In addition to immediate applications, are there any other uses that might be realized in the future? What industries or government agencies would be most likely to have interest in the invention?

4) Method of use:

How is the invention used to obtain the utility described above?

5) Novelty

Pick out and expand on novel and unusual features. How does the invention differ from present technology? What problems does it solve, or what advantages does it possess?

6) Method of synthesis, assembly, or process:

If the invention is a composition of matter, a device, or a product, how is it made? if the invention is a process, what are the steps involved?

7) Limitations:

Does the invention possess disadvantages or limitations over competing technologies? Can they be overcome? How?

8) Possible means of commercialization:

How do you envision that the invention might be used in a commercial product or a process for producing the product? Include as many possibilities as you can and identify any potential partners or licensees of the invention.

9) Experimental verification:

Has the invention been tested experimentally? If yes, attach copies of experimental data, labeled as *Attachment A*, and summarize the experiment here.

10) Prototypes or samples:

Has a prototype been constructed? Are models or test samples available for examination? If yes, describe.

11) Prior publications:

Has the invention been described in a publication or an oral presentation? What was the date of publication or presentation? Was it described in a specific or in a general fashion? Include abstracts of talks, news stories, etc. Provide copies of any publications; label them as *Attachment B*.

12) Planned publications:

Is a publication or oral presentation which concerns the subject of this invention planned within the next 12 months? Give estimated or actual date and attach any existing manuscripts, pre-prints or abstracts; label them collectively as *Attachment C*.

13) References:

Are there inventions or publications by others that are related to this one? List and attach copies if available, labeled collectively as *Attachment D*.

14) Sponsorship:

Was the work that led to the invention sponsored? List sponsors and attach copies of contracts or grant agreements, if available. Label these collectively as *Attachment E*.

Sponsor Contract or Grant Number (Copy attached)

a)

b)

c)

15) Potential licensees:

Has the invention been described to industry representatives? Was the invention described in a specific or in a general fashion? Did they express any interest? Name companies, presentation dates, specific individuals briefed and their titles. Do you know of other firms that might be particularly interested in the invention?

16) Supporting materials:

Attach rough sketches, drawings, photographs, flow diagrams, and any other materials that help illustrate the invention. Label these materials collectively as an appropriate attachment.