

INVENTION RECORD



Project number:
(for Isis use)

The invention record is a written description of your invention. It fulfils several important purposes:

- It helps Isis to assess whether the work is patentable;
- It helps the patent attorney to prepare the draft patent, if Isis decides to proceed with patenting;
- It helps give Isis and the University's Intellectual Property Due Diligence team an early indication as to the University's ownership of your invention, and identify issues which will need to be addressed downstream; and
- It provides an important record of the date of invention, which can become important in future patent process.

Please answer the following questions, either on these two pages or on separate sheets.

1. Descriptive Title of the Invention.
2. Who was involved? Please tell us for each inventor or author, if software:
 - a. Their names and if any are foreign nationals;
 - b. Who their employer is, and if this is not Oxford, are any contracts or arrangements in place?
3. Please tell us about your invention:
 - a. What do you think your invention is?
 - b. What will your invention be used for?
 - c. What are the advantages of your invention and how does it improve on the present situation?
 - d. What is new about your invention?
 - e. How and why does it work? What is the science behind the invention?
 - f. Are there any other uses of the invention?
4. Are you aware of any companies who have an interest in the area, e.g. companies who sponsor research or who attend relevant conferences? If so, please supply the companies' names (and contact details, if you have them).
5. Do you know of any published literature (including patents) relevant to your invention? Have you done any searching for published literature, and if so where? Please provide any details.
6. Please tell us the story of the development of the invention:
 - a. When and where was the invention first conceived?
 - b. When was the invention first reduced to practice?
 - c. What practical work has been done to date on the invention? Has the invention been tested in the laboratory or has it been used? If so please give results.
 - d. Who did what in the development of the invention?

7. What are your future plans for developing the technology? Do you have funds in place for this work, and what do you think you will achieve in this area in the next 12 months?
8. Who have you told about the invention? When did you do this and where?
9. When did you first describe the invention in writing or electronically? Do lab book records exist, or personal notes?
10. Have you published, verbally, electronically or in writing, anything relevant to the invention, and if so when and what? Please tell us about abstracts, web pages and presentations as well as any published articles.
11. Do you have plans to publish the work? If so, what is the timescale and where will the publication take place? If a draft paper exists please provide a copy.
12. What is the funding background of the work you've done on the invention? Did you use any equipment, materials, samples, gifts or other in kind support provided by third parties, or biological materials obtained from humans? If so, please give details; specifically: was patient consent obtained?
13. If software, was any open source software used in its creation?
14. If software, what language is it written in? If required could it be written in any other language? Can a user see the source code?

Please sign and date the Invention Record below.

Signature:

Name:

Date:

The completed form should be returned to:

Isis Innovation Ltd, Ewert House, Ewert Place, Summertown, Oxford OX2 7SG.

The next steps are for an Isis Project Manager to discuss the invention with you. Further detailed forms are required to establish correct legal ownership of the intellectual property rights.