

NEW

# RESEARCH DISCLOSURE PROCESS

*INVENTOR PORTAL*



CLEMSON UNIVERSITY RESEARCH FOUNDATION



# INTRODUCTION TO INVENTOR PORTAL

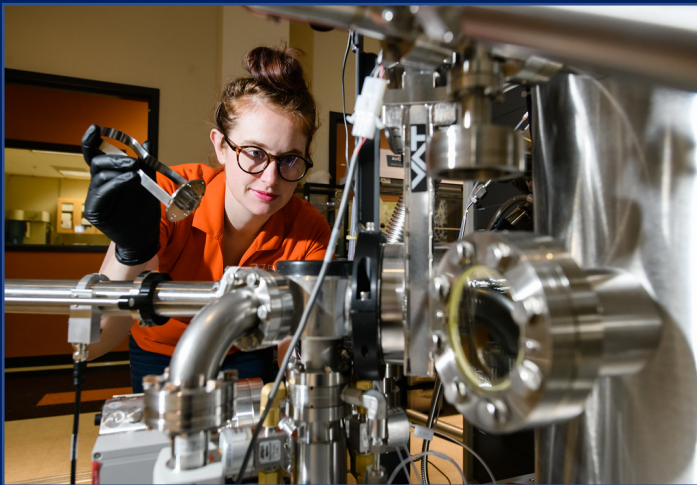
Inventor Portal is an electronic disclosure process that directly connects to the CURF intellectual property (IP) database management system for technology transfer

Allows you time and flexibility to submit a research disclosure to ensure completeness and accuracy, and

Allows for you to give other inventors/creators access to contribute during the research disclosure submission process

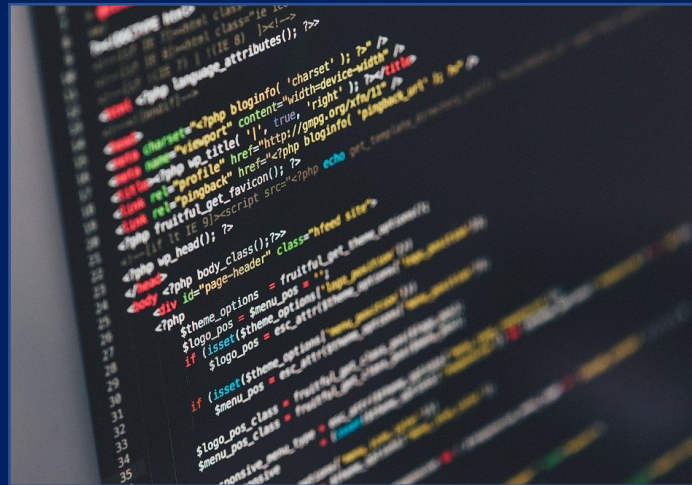
First stage of the disclosure review process – allows for preliminary review of technical sufficiency and evaluate for IP protection and commercial viability

# (3) TYPES OF RESEARCH DISCLOSURES



## Device, Composition, or Process

Form for: A process or physical device, machine, design, or composition of matter, or hardware with a complementary software component



## Copyright/Software

Form for: Works of authorship, such as writings, music, art that have been tangibly expressed. Software Programs and other operating information by a computer (*stand alone*)



## Plant & Plant Variety Patent (PVP)

Form for: Any variety of plant



# KEY INFORMATION TO COMPLETE THE DISCLOSURE FORM



## Funding of the underlying research

- Externally or Internally Funded
- External Funding
  - Name of Sponsor
  - Grant Number or PPN
  - Dates of grant

## Ancillary agreements (if any)

- MNDAs, MTAs, etc.
- Prepare to upload document(s)

## Publications, Presentations, etc.

- Prepare to upload any publications or presentations that describe or include any details or embodiments of the technology in the research disclosure
- Dates are important – when did the presentation, publication occur





# THE DISCLOSURE PROCESS

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1.

Request Inventor Portal Account (if you are new to the process)

2.

Sign-In and select the proper form (based upon the research disclosure type outlined in slide 3)

3.

Fill out the selected form as completely as you can (Note: you can come back to the form if you don't have all the required information at a point in time)

4.

Submit the form when you believe it complete

5.

The research disclosure will be placed “under-review” and you will receive confirmation of receipt by our office



# The Inventor Portal 2-Tier Review Process

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- ❑ The research disclosure will first be reviewed for completeness.
- ❑ Should additional information be required you will be notified via email.
- ❑ Once the research disclosure passes the completeness review, it will be approved for an in-depth technical review by a Technology Commercialization Officer (TCO)
- ❑ Follow-on communication between you and the TCO will occur throughout the 2 – Tier review process
- ❑ If the research disclosure passes the inventor portal TCO review; the disclosure will be approved, a formal Tech-id is assigned, **and the disclosure moves to the detailed opportunity assessment stage of analysis** (e.g. market problem addressed, value proposition, stage of development, ease of commercialization)
- ❑ If the research disclosure does not pass the initial inventor portal TCO review, you will receive an explanation as to why and guidance on how to address any noted deficiencies



# TO BEGIN

[Request an Inventor Portal account](#) or Sign In and select the appropriate form for the research disclosure type

If you have questions prior to submission, please contact:

Ms. Melissa Ioannidis: [techtransfer@clemson.edu](mailto:techtransfer@clemson.edu)

[Click Here to Request an Inventor Portal Account](#)