

University Disclosure Log No. _____
(Assigned by Patent Administrator)

INVENTION DISCLOSURE

University of Denver
Denver, CO 80208

Instructions. - Fill out as completely as possible. Answer all questions; if none, please state so. If insufficient space, use and refer to attached sheets (page #, initialed, and witnessed). Disclose only one invention; use a separate form for each invention.

Definitions:

Patentable Invention is any useful, novel and nonobvious process, machine, manufacture, or composition of matter, or any useful, novel and nonobvious improvement thereof.

Inventors: See attached "Invention Tips" entitled "Determination of Inventorship"

Public Disclosure includes public appearances, reports released to the public, new releases, cataloged thesis abstracts of presentations, and journal articles.

Publication: See attached "Invention Tips" entitled "Loss of Patent Rights by Publication".

Conception is "the formation in the mind of the inventor of a definite and permanent idea of the complete and operative invention as it is thereafter to be applied in practice" (Invention Tips, "Determination of Inventorship").

Distribution: Forward original to the University Patent Administrator. Retain a copy for your file.

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Page # _____ of _____ pages

1. Date of this record: _____
2. Title of invention: _____
3. Inventor(s) full name, office address (include department) office phone, home address and citizenship:

If necessary, use numbered attachment sheets each individually signed and dated by you and witnessed for answers to questions 4 and 5.

4. a. To what general processes, devices or materials does the invention relate?

- b. What has been done before (prior art) and how is this invention different from it?

- c. What are the particular objects and advantages of the invention and what problems does this invention overcome?

Inventor:	Initials: _____	Date: _____
Witnesses:	Initials: _____	Date: _____
	Initials: _____	Date: _____
	Initials: _____	Date: _____

- d. Attach drawings, if available, showing the invention in various views and identify the drawings. If the invention is a process and can be described in connection with schematics and flow diagrams, etc., they should be attached.
-

- e. Describe the invention (process, device or materials) in general terms.
-

5. When the conception has been fully developed the following information must be supplied. No application for patent can be prepared without this information.

- a. If the invention relates to a device or product, describe a preferred embodiment of the structure of the product in detail referring by numbers to the attached drawing.
-

- b. If the invention relates to a process or materials, describe a preferred embodiment in detail referring, if possible, by numbers to the drawing and setting forth typical and specific parameters (time, temperature, quantity, etcetera).
-

- c. Describe in detail at least two other satisfactory examples of the invention differing as much as possible in the parameters or materials chosen for the examples of 6 (a) and 6 (b).
-

- d. Describe the permissible and/or ideal ranges of the parameters referred to above.
-

Inventor:	Initials: _____	Date: _____
Witnesses:	Initials: _____	Date: _____
	Initials: _____	Date: _____
	Initials: _____	Date: _____

- e. Describe alternate materials or steps that can be substituted for those referred to above.

- f. Describe how the construction (if it is one), or the method (if it is a method) operates.

- g. Have you given a sufficient disclosure to permit another engineer/specialist in the art to fully understand and reconstruct the invention from the description set forth above. If not, add any other information which is available that would enable an engineer/specialist in the art to completely understand the entire concept.

6. Has there been a public disclosure? Yes ☐ No ☐

a. First publication date: _____

b. First placed on sale: _____

c. First public use date: _____

d. State exactly what act, publication, use or sale was considered a public disclosure:

7. List all contemplated disclosures of invention:

Inventor: Initials: _____ Date: _____

Witnesses: Initials: _____ Date: _____

Initials: _____ Date: _____

Initials: _____ Date: _____

8. Significant dates in the development of the invention.

a. First date of conception of basic concept: _____

b. First date on which basic concept was fully thought out: _____

c. Early dates of significance including relevance of each date:

d. Dates subsequent to the date of basic concept which support the date of basic concept including dates of written proposals, description, etcetera. Indicate significance of each date:

9. Date (if any) on which the invention was reduced to practice, by model, tests, laboratory trial, etc. Indicate how.

10. Identify notebook or other records relating to the invention.

11. Name those people (and addresses) to whom you described, or have knowledge of, this invention and how it works.

Inventor: Initials:_____ Date: _____

Witnesses: Initials:_____ Date: _____

Initials:_____ Date: _____

Initials:_____ Date: _____

12. Known related patents:

13. Potential Licensees:

14. Do you foresee that this invention will be used in a foreign country? Yes ☐ No ☐

a. If yes, indicate which countries: _____

15. Invention was conceived:

a. _____% on University time _____% on Inventor's time

_____% on Sponsor's time

b. If any % on sponsor's time:

DU Account No: _____ Contract No: _____

Sponsor Name: _____

16. Names of persons, other than witnesses, who could evaluate this invention:

Inventor: Initials:_____ Date:_____

Witnesses: Initials:_____ Date:_____

Initials:_____ Date:_____

Initials:_____ Date:_____

17. Inventor(s) Signatures(s):

_____	Date _____
_____	Date _____
_____	Date _____
_____	Date _____

18. Disclosed to and understood by witnesses. Only persons other than co-inventors should serve as witnesses and should sign only after having read the disclosure to understand the invention.

_____ Signature	_____ Typed Name	_____ Date
_____ Signature	_____ Typed Name	_____ Date
_____ Signature	_____ Typed Name	_____ Date

Inventor:	Initials:_____	Date:_____
Witnesses:	Initials:_____	Date:_____
	Initials:_____	Date:_____
	Initials:_____	Date:_____

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19. Recommendation by Department/Division Head and Dean/Director

What is your opinion of the invention (include a discussion of known prior art) as to the operability/feasibility of invention, and its commercial aspects:

a. Department/Division Head

Signature Date

b. Dean/Director

Signature Date

Inventor: Initials:_____ Date:_____

Witnesses: Initials:_____ Date:_____

Initials:_____ Date:_____

Initials:_____ Date:_____