





















# IP CHECKLIST

square tires for automobiles. The patent claims that square tires have not been used before on automobiles (novelty). The invention is also inventive because it is not obvious to a person skilled in the art to use square tires on automobiles.

4. Make sure that there is **no** prior art. Prior art is defined as any public information that describes (and hence discloses) parts or all of your invention. Although the University will assist you in identifying prior art, it is advisable that you as an inventor perform a preliminary prior art search. Any prior art will most probably be found during the search process once you have filed your patent. Prior art will void the novelty of your invention.
5. Perform a patent search to ensure that there are no prior patents in the public domain that would affect your patent application. An existing patent(s) may describe your invention or parts of your invention, in which case your invention may not be novel or you may need to limit your claims in your patent application. Although a detailed patent search is most often conducted by a consultant, you can perform your own initial patent search using Google [google.com/?tbs=pts](https://www.google.com/?tbs=pts) or USPTO [portal.uspto.gov/pair/PublicPair](https://portal.uspto.gov/pair/PublicPair). The University will assist you in performing a patent search.
6. Avoid patenting too early. In some cases (and sometimes it is avoidable), it is tempting to patent an invention soon after the idea has been created. This is not always an advantage and can sometimes be detrimental to the overall protection of your idea.  
**For example:** You file a patent describing a novel technology, but after the patent has been made public you discover that a small additional step in the process makes the entire technology much more viable and valuable in terms of commercialization. You now wish to file an additional patent that describes this small additional step. However, the patent examiner will most probably reject this second patent application because there is now prior art (your own original patent) that discloses the technology, meaning that your second patent lacks novelty.
7. The best ideas are not necessarily the most valuable ideas in terms of commercialization and revenue generation. As an inventor, you should examine, to the best of your ability, the market and industry space that relates to your invention. Web pages of potential competitors will provide some information on the industry and market space. You can also ask colleagues appropriate questions without disclosing any information regarding your invention.
8. If you have questions, contact **Director, Office of Grants and Sponsored Research**, to discuss your idea/invention/patent strategy (under an in-house NDA) prior to a formal disclosure meeting.



PATENT LICENCE AGREEMENT

entered into this \_\_\_\_\_ day of \_\_\_\_\_ (hereinafter "Recipient"), with \_\_\_\_\_, with off

09/2023