

# UTA's Intellectual Property Disclosure & Review Process

## DISCLOSE



The process begins when the inventor submits his/her invention disclosure to the Office of Technology Management. An Intellectual Property Disclosure Form is available on the OTM website: <http://www.uta.edu/research/administration/tm/>

The form takes about 10-15 minutes to fill out. You'll need to save the filled out .pdf form to your computer and then submit it to OTM via our email address: [otm@uta.edu](mailto:otm@uta.edu)

We will contact you to obtain additional information.

OTM/UTARI will perform a preliminary review of the disclosed invention. The preliminary review will include a quick review of publicly available information relating to the subject matter of the invention and a brief analysis of the potential market application and market opportunity for the invention. This preliminary review allows OTM to begin to gain an understanding of what might be patentable and to formulate questions to ask the inventor during the meeting with the inventor.

Once the preliminary review is complete, OTM will contact the inventor to schedule a meeting to discuss the technology in more detail.



## INVENTOR INTERVIEW



Within thirty (30) days after receiving the Intellectual Property Disclosure Form, OTM will conduct a meeting with the inventor to discuss the findings of the preliminary review and to ask specific questions relating to the elements of the invention. The inventor interview provides OTM the information needed to conduct a comprehensive review of the technology.

During the inventor interview, OTM will also confirm whether any publications or presentations are planned and will gather information to help in the inventorship determination.

## COMPREHENSIVE REVIEW

OTM will then perform a comprehensive review of the technology. The comprehensive review includes a more detailed look at patentability and marketability of the disclosed invention. The patentability analysis will include a review of identified prior art and how it may affect novelty and obviousness of the invention. The marketability analysis will consider the Technology Readiness Level (TRL), Manufacturing Readiness Level (MRL), the market application and opportunity and describe any identified industry examples.

The results of the comprehensive review are compiled in a Technology Assessment Form which will be presented to the IP Committee for consideration.