

For TECH Office Use	
Date/Time Received	_____
Louisiana Tech University Case Assignment	_____
Louisiana Tech University Official	_____

Report of Invention Form

Confidential

Submitted by: _____ Position/Title: _____ Date : _____

Campus Address: _____

Office Telephone: _____ Fax: _____ E-Mail: _____

INSTRUCTIONS: This is a generic form and few inventions when first reported would have all sections completed. The Intellectual Property Committee seeks as much information as possible at this time on which to base their initial assessment of your invention. You may be called upon for clarifications or to explore additional avenues of thought.

Type or print all answers and provide as much information as possible at this time. Be as detailed as possible, but take into consideration that it may be better to submit an invention disclosure early with missing information than to wait until every question can be answered. Future work may be designed in part to explore and fill in missing information. You are encouraged to attach drawings or sketches showing the invention in the environments in which it would be used. Use additional sheets to elaborate, or attach descriptive materials such as reports, write-ups, or copies of laboratory record book pages. Each additional sheet and drawing of the description should also be signed and dated by the inventor(s).

- 1) **INVENTION TITLE:** _____

- 2) **DESCRIPTION:** Provide a brief description of what the invention is and explain how it functions (operates). _____

- 3) **KEYWORDS:** Include up to ten words or phases that in your opinion describe key aspects, advantages, or applications of this invention.

Return this completed form and other documentation to **Tom Noble, Inter-Departmental Mail Box 12**, or hand carry it to **Wyly Tower 1639**.
Questions? call **257-2917** or e-mail tnoble@gschool.latech.edu .

4) **APPLICATIONS:** Describe the problem(s) solved or need(s) potentially satisfied by this invention.

POTENTIAL APPLICATIONS

POTENTIAL USERS

5) **COMPETING PRODUCT (S), TECHNOLOGY OR ART:** Describe products, systems, services, materials, technology, or other art previously used or currently available, if any, that meet the needs or solve (even partially) the problems of 4) above.

6) **ADVANTAGES & UNIQUE FEATURES:** What are the advantages of the new invention over the competing technologies of 5) above?

7) **DISADVANTAGES:** What are the possible disadvantages of the new invention when compared to the competing technology or prior art cited or foreseen in 5) above?

8) **INTERESTED COMPANIES:** If possible, list two or more companies that you feel may be or should be interested in this invention.

9) **CONCEPTION INFORMATION:**

a) Provide the full name and address of each inventor, attaching additional sheets if necessary.

NAME:

ADDRESS:

NAME:

ADDRESS:

NAME:

ADDRESS:

b) On what date was the invention first conceived? _____

c) On what date was a written record of the invention first made? _____

d) On what date were R&D activities initiated? _____

e) What other records are available to substantiate dates and/or describe the technology and its development? (Y all that apply)

- Laboratory Notebooks Specify: _____
- Notes/Memos/Letters Specify: _____
- Reports Specify: _____
- Thesis Specify: _____
- Presentations incl. PowerPoint Specify: _____
- Other Specify: _____

f) The invention was made under one or more of the following circumstances (Yall that may apply):

In connection with federal agency _____ grant/contract # _____

In connection with state agency _____ grant/contract # _____

In connection with private company _____ grant/contract # _____

On your own time as follows:

Consulting (describe) _____

In connection with University activities (describe) _____

Other (describe any use of University time, materials, or facilities) or write "none" _____

g) This invention | was | made in connection with your regular job duties and activities at Louisiana Tech. This answer helps
| was not | establish ownership of the invention.

10) **OTHERS HAVING KNOWLEDGE OF THE INVENTION:** List the names of all other persons (other than co-inventors) and their affiliation who have knowledge of the invention.

NAME:

AFFILIATION:

ADDRESS if outside Tech:

11) **STAGE OF DEVELOPMENT:** What stages of development/commercialization have been completed? Please Y all appropriate categories.

Concept

Technical Descriptions (attach copies)

Static Model

Patent search (attach results)

Engineering Drawings (attach copies)

Functional Model

Literature search (attach results)

Patented (this is an improvement)

Prototype

Patent App. Filed (this is an improvement)

Other (please specify) _____

12) **INSPECTION:** The documents cited above, if not attached, as well as model(s), prototype(s), or other materials cited above may be inspected at the following location: _____

13) **PUBLIC DISCLOSURE:** If the technology has not yet been patented, has any public disclosure of it been made? Is any public disclosure contemplated? Public disclosures include, but are not limited to, preprints, articles, or abstracts in journals or conference proceedings; verbal or written presentations; model exhibitions; prototype demonstrations; sales or other public use. If you are uncertain about any aspect of this section, please contact the Office of Economic Development & Technology Assessment at 257-2917.

[] If this invention was part of a student dissertation or is contemplated to be used in a future dissertation, Y here and provide the details below.

For all actual or contemplated disclosures, please provide the circumstances (who, what, when, where) or write “**none**”.

14) **OTHER COMMENTS:** The inventors are encouraged to provide other information or comments that they believe may be important for the Intellectual Property Committee to learn about at this time.

15) **INVENTOR SIGNATURES:**

(Signature)

(Signature)

(Signature)

(Printed Name)

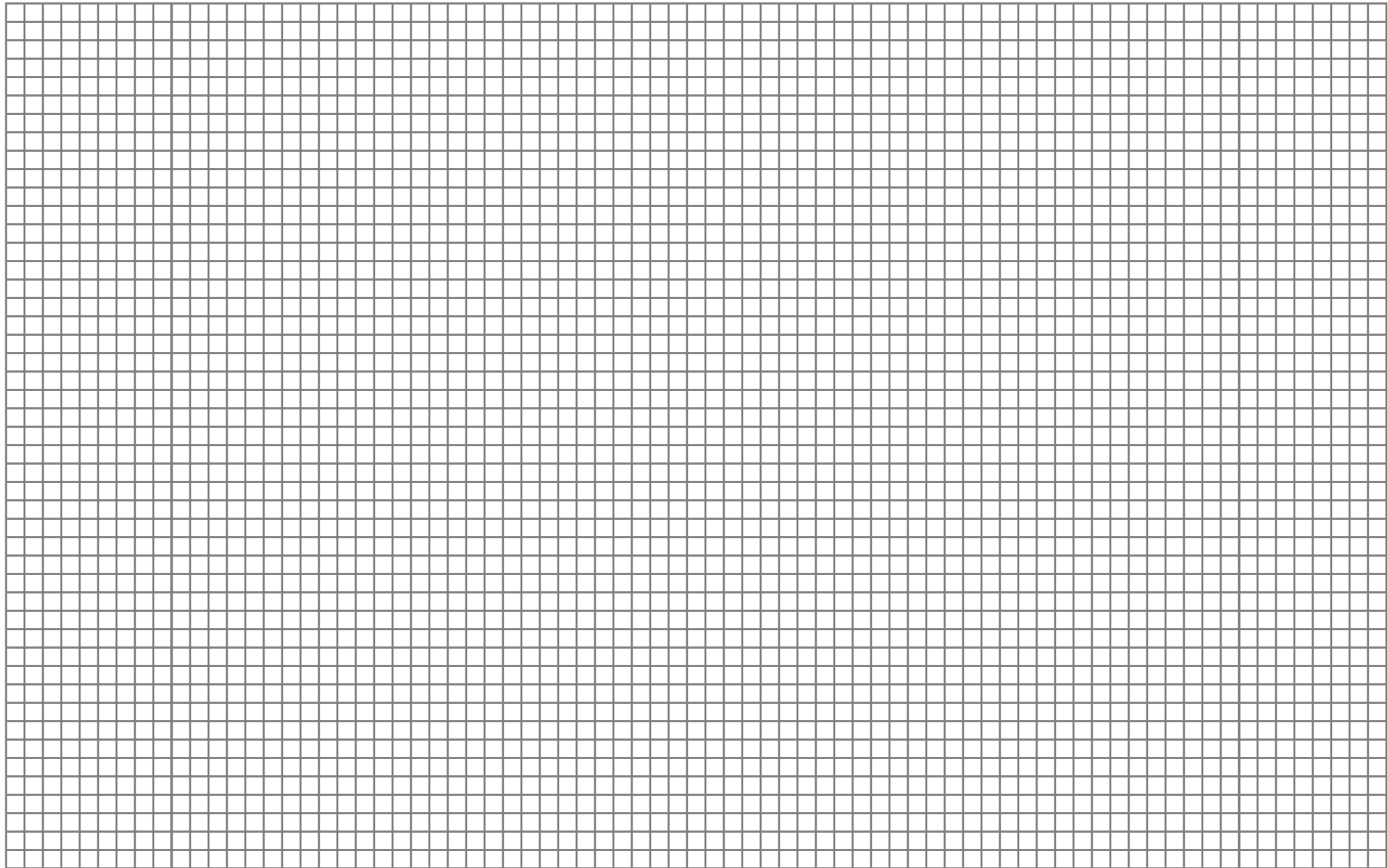
(Printed Name)

(Printed Name)

(Date)

(Date)

(Date)



Please use this area to provide sketches or other visual information. You are encouraged to copy this page and attach extra pages when appropriate. This can also be used as a paste up area for copies of strip charts, copies of photos, etc. Only copies of valuable one-of-a-kind material should be submitted with the ROI. Always maintain the original copy of such valuable information in a safe place.