



Invention Report
 (IR)
 Innovation Enterprise

ROI No. _____

IE Officer: _____

(To be completed by IE)

WHO SHOULD USE THIS FORM? Employees and graduate students of the University of Saskatchewan who have identified that their research results may have commercial value, whether or not additional research or development may be required to realize that value.

Inventors may be required to assign their interest in any invention to the University in accordance with University policies (including the ‘MOA (re Intellectual Property)’ (see <http://www.usask.ca/research/ilo/related.php>).

1. Proposed Title of Invention:

2. University of Saskatchewan Reporting Investigator (the person completing this form)

Note: The “Reporting Investigator” will be the primary contact for the IE for its initial evaluation of the invention.

3. Collaborators: List the names of those individuals, including the Reporting Investigator if appropriate (e.g. faculty, clinicians, students, post-doctoral fellows, technicians, *etc.*), who did or may have provided creative input to the research that resulted in this invention in accordance with the following table (If necessary, use additional sheets).

A. Provide the names of all individuals who, to your knowledge, conceived the invention or conceived solutions to problems that had to be solved to permit the invention to be made or demonstrated for the first time.	B. Provide the names of all individuals who assisted in the first making or demonstration of the invention.
1.	1.
2.	2.
3.	3.
4.	4.

Note: (a) An individual may be named in either or both of these lists (A. and B.).
 (b) This information will be used to assist the ILO to determine inventorship in accordance with applicable laws.

4. **Contact Information:** Provide contact information for each individual named in section 3. The ILO requires workplace addresses for related communications and internal accounting purposes. To meet filing requirements of Canadian and international patent offices, the ILO will require complete residential addresses and citizenship information if a patent application is filed. That information will be requested when and as required.

Full Name: Last:		First:	Middle:
Employer: <input type="checkbox"/> University of Saskatchewan or <input type="checkbox"/> Other (employer name):			
U of S College/Department (if any):			
Position/Title:			
Postal Address (work):			
Telephone No. (work):			
Email Address:			

Full Name: Last:		First:	Middle:
Employer: <input type="checkbox"/> University of Saskatchewan or <input type="checkbox"/> Other (employer name):			
U of S College/Department (if any):			
Position/Title:			
Postal Address (work):			
Telephone No. (work):			
Email Address:			

Full Name: Last:		First:	Middle:
Employer: <input type="checkbox"/> University of Saskatchewan or <input type="checkbox"/> Other (employer name):			
U of S College/Department (if any):			
Position/Title:			
Postal Address (work):			
Telephone No. (work):			
Email Address:			

Full Name: Last:		First:	Middle:
Employer: <input type="checkbox"/> University of Saskatchewan or <input type="checkbox"/> Other (employer name):			
U of S College/Department (if any):			
Position/Title:			
Postal Address (work):			
Telephone No. (work):			
Email Address:			

5. **Revenue Sharing**

U of S policy provides that if an invention is made by two or more people, acting jointly, the inventors' share of the University's net revenues from commercializing the invention will be allocated equally among them unless they agree among themselves otherwise.

Do you wish to discuss with the ILO arrangements for a different allocation? Yes No

6. **Location of Research**

Was the research that resulted in this invention done exclusively at the U of S? Yes No

If you answered "No", please explain.

7. **Grants, research agreements and donations used to finance this work giving rise to the invention (if any):**

Sponsor 1		Award/Contract No.	
Start Date		End Date	
Sponsor 2		Award/Contract No.	
Start Date		End Date	

Note: If you require more space, copy and insert a section(s) above or attach a separate sheet.

8. **Third-Party Intellectual Property:**

Did the research involve the use of any intellectual property (e.g. software, a chemical or biological material, a proprietary device, confidential information, etc.) belonging to another institution/company? Yes No

If "Yes", please provide details below.

9. **Publication/Disclosure**

Publication means making available to the public (e.g., printed article, public display of a poster or verbal presentation).

Disclosure in this context means non-public distribution/disclosure to a person or group other than the public at large.

(a) Have you published a description of the invention? Yes No

If "Yes", please provide the date and venue/circumstances of the publication(s).

(b) Are you planning to publish a description of the invention? Yes No

If "Yes", please provide the date (or approximate date) and the venue/circumstances of the planned publication(s).

(If you have a manuscript prepared, please append it to this form.)

(c) Have you disclosed the invention to a third party? Yes No

If "Yes", please provide the date and circumstances of the disclosure and identity of the third party disclosure.

(d) Are you planning to disclose the invention to a third party? Yes No

If "Yes", please provide the date and circumstances of the planned disclosure and identity of the intended third party disclosure.

10. **Short Description:** Please provide a brief description of the invention, its market application(s), and advantage(s) over similar technologies. Do not describe how the invention works. (5 lines maximum)

11. **Detailed Confidential Description of Invention Required**

Please provide additional materials as described in Annex I.

12. **Literature/Patent Searches**

Has a review of the literature been conducted?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What was the result? (Please attach the most pertinent articles and describe database(s) and search strategy employed.)	
Has a recent patent search been performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
With what result? (Please attach pertinent documents and describe database(s) and search strategy employed.)	

13. **Future Research Plans:**

Are you still working in the field of the invention? Yes No
If "No", would you consider resuming work in the field of the invention? Yes No

14. Signature(s) of University of Saskatchewan Potential Inventor(s):

Information about an invention contained in this Report of Invention (ROI) including Annex I will be treated confidentially, with a view to maximizing its commercial potential.

Personal information will be treated in accordance with University of Saskatchewan privacy of information policies, subject to the following Caveats:

- (a) In the event that we apply for statutory protection of any subject matter disclosed herein, the name, home address, and citizenship of each inventor may be disclosed to patent offices in Canada and elsewhere and to other pertinent registry offices to the extent required by such offices and for such purposes;
- (b) The ILO will disclose this form as filed, in confidence, to all collaborators identified above who have not yet reviewed this document as evidenced by their signatures below.

Name	Signature	Date
1.		
2.		
3.		

Note: It is the responsibility of each signatory to inform the ILO of any address change as long as this file is active.

Acknowledgement of Receipt by the University of Saskatchewan

<i>To be completed by IE)</i>	
Managing Director - Innovation Enterprise	Date
IE representative responsible for this file:	Business Phone

ANNEX I

Detailed Description of Invention

Enter the information below and/or attach separate pages and documents.

A. Background of the invention: If more than one institution has been involved, specify the role of each.

B. Technical description: Include publications, manuscripts, drawings, sketches, photographs, programs and/or other pertinent materials.

C. Possible commercial applications:

D. Advantages and improvements over existing technology:

E. Potential Manufacturing/Marketing partners: List market sectors, industries and/or companies that might be interested.