

Technology Transfer & Innovation Support Invention Disclosure Form

Date: _____

The purpose of this form is to disclose new information to the North-West University relating to an innovation, project or business venture. This information will enable the University Technology Transfer & Innovation Support Office (TTIS) to provide support through ensuring that all intellectual property rights (including expertise) are sufficiently protected on behalf of the inventor and the University. Disclosure will also allow for the TTIS in partnership with the inventor(s)/entrepreneurs(s) to commercialise the ideas to its full potential and benefit of both parties. All information provided in this form shall be treated confidentially by the NWU.

1. CONTACT INFORMATION

Name & Surname	
School/Faculty	
Preferred e-mail address	
Office address	
Office phone	
Home address	
Cell phone	

2. INVENTION INFORMATION AND DESCRIPTION

Title of the innovation

(The "Title of invention" is a brief, approximately two- to seven-word description of the invention. E.g. product/technology/service)

Keywords

List a number of keywords relevant to the innovation

Non-confidential summary of the invention – abstract. *The abstract/summary of the invention must give an overview of the invention’s concept and chief objective(s) or purpose(s), an introduction and background to provide context to the original developments that led to the invention and descriptions of the field(s) to which the invention pertains. The non-confidential summary of the invention should be one to two paragraphs in length and should not contain any proprietary information. The non-confidential summary should include its impact/commercial potential, which may be shared with companies who are interested in licensing the rights to the invention.*

Type of innovation (please mark the relevant box)			
Invention	<input type="checkbox"/>	Business idea	<input type="checkbox"/>
Procedural	<input type="checkbox"/>	Plant breeders right	<input type="checkbox"/>
Registration	<input type="checkbox"/>	Intellectual property from research contract	<input type="checkbox"/>
Diagnostic	<input type="checkbox"/>	Software	<input type="checkbox"/>
New species	<input type="checkbox"/>	Therapeutic	<input type="checkbox"/>
Multi-media	<input type="checkbox"/>	Written work	<input type="checkbox"/>
Indigenous knowledge systems	<input type="checkbox"/>	Other: Please specify/describe below	<input type="checkbox"/>

Please indicate the relevant industry / field			
Life Sciences		Engineering	
Biochemistry		Electrical Engineering	
Biotechnology		Electronic Engineering	
Food Science		Mechanical Engineering	
Microbiology		Process Engineering	
Physiology		Industrial Engineering	
Energy and water		Software and Models	
Biofuels		Educational	
Solar Energy		Geographical	
Wind Energy		Media	
Hydro/Ocean energy		Games	
Natural Science		Mobile Applications	
Chemistry and Polymer Science		Psychological tools	
Nanotechnology		Health Sciences	
Physics		Diagnostics	
Aquaculture		Medical Devices	
Integrated Pest Management		Services	
Cultivars		Methods	

Other industries not listed above:

Indicate the type of support required from the NWU Technology Transfer Office			
Techno-economic evaluation studies		Initial product, process (comprehensive technology package) and prototype development	
Sourcing of intellectual property opinions		Production of market samples and/or associated testing	
Refining and implementing designs		Conducting field studies to test the assumption made about the technology, market and/or customer need	
Support of certification activities and specification sheet development		Piloting and technology scale-up	
Market research		Business plan development	
Other (please specify below)			

Novel aspects or unique characteristics of the invention – features

The “Novel aspects of the invention” should identify specifically those properties of the invention (or the processes by which it is made or used) that are novel and distinguish it from existing technologies.

Which problems does this innovation solve?

Which additional benefits are offered by the innovation?

Please indicate the development stage of the innovation below:

TRL	Technology Readiness Level	Description	TRL Stage
1	Basic Technology research	Basic science. Not application focused. Principles are observed and reported on.	
2	Concept formulation	Some practical applications identified materials or processes required and confirmed. Technology and hypothesis formulated. Research plans and protocols are developed, peer reviewed and approved.	

3	Analytical and experimental critical function or research proof of concept established	Laboratory measurements validate analytical predictions of separate technology elements. Hypothesis tested.	
4	Validation in laboratory environment	Test results confirm design and meet technical performance.	
5	Laboratory scale validation in relevant environment	Test results confirm design and meet technical performance.	
6	Integrated prototype system verified in relevant environment.	Validation under relevant operational conditions, mimicked in the laboratory.	
7	Integrated pilot system demonstrated in operational environment	Integrated full-scale pilot systems demonstrated in an operational environment or site.	
8	Actual system completed and validated through test and demonstration	Actual product completed and qualified through certification, tests and demonstrations.	
9	Proven system and ready for full commercial deployment	Product proven ready through successful operations in operating environment.	

Does your team have the expertise or capacity to further develop the technology?

Does the project require additional funding? If yes, please provide detail of the amounts and a description of the activities to be funded?

Detailed technical description of the invention

*The “Detailed description of the invention” is a thorough description of the invention, as well as the way in which it is made/executed and used. The description should be detailed in such a way that a person who is skilled in the field would be able to make and use the invention as a result of reading it. Please be as clear, exact and thorough as possible in your description, and please be sure to identify clearly which element of your research “the invention” is. **Only details that are included in this section will be protected under any patent application that the NWU may file as a result of this invention disclosure.** If you wish to submit any figures, charts or other*

supporting materials, please include those materials with this document and define their descriptions/relevance here.

A large, empty rectangular box with a thin black border, intended for the user to provide supporting materials and their descriptions/relevance as instructed in the text above.

3. BACKGROUND TO THE INNOVATION

Which publications or patents concerning the innovation are you aware of?
Please attach or provide URL links.

Which similar products/services/technologies (prior art) related to the innovation already exist? How does your innovation differ from these?

Has the idea been disclosed either in writing or verbally or published in any abstract, paper, presentation, thesis, speech, article or any other form of publication in full or in part? In addition, if so, where and to whom?

When do you plan to publish research results related to this specific technology?

Please list the most relevant published scientific works in the field of the technology.

Are you aware of any academic research groups or business enterprises conducting research in the field of the technology?

NO

If yes, list them.

4. MARKET ANALYSIS

Who would pay to have this problem solved?

NO

Which companies are you aware of that provide a similar product/service/technology? Please, list any known enterprise engaged in the development and/or exploitation of comparable technologies in the field of this specific technology.

What are the possible markets for the concept (are there multiple user/client groups)?

What do you think is the Market Size?

Does the concept make economic sense? E.g. taking into account the cost of the technology and operational costs, would the concept be able to make a profit in the long run?

5. RESEARCH FUNDING AND COLLABORATION

Please, specify the financial resources used for the research and development of the technology.

Type of fund	Duration of the relating contract	Name of the organisation providing financial contribution

Please, list all third parties collaborating during the research work.

Have any materials (reagent, cell line, antibody, plasmid, chemical compound, computer software, etc.) been transferred to a third party during the development of the technology? If yes, please give details of it.

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6. INVENTOR(S) AND NON-INVENTOR(S)

Who are the inventors of the technology? (Please, list all inventors, who made intellectual contribution to the creation of the technology).

Inventor	Name	Relationship between the Inventor and the NWU	Percentage of contribution (%)	Department	Email address
1					
2					
3					
4					

Please, list all researchers, who participated in the development of the technology as enabler only in addition to the inventors.

Name of the researcher	Type of legal relationship between the Researcher and the NWU	Department/organisation	Email address

I, the undersigned inventor, hereby declare that I am aware of the provisions of the IP Policy of the NWU and I agree to provide my full support in all intellectual property protection and commercialisation activities.

Name of inventor

Date

Signature

Name of inventor

Date

Signature

Name of inventor Date Signature

Name of inventor Date Signature

7. MANAGEMENT CONSENT/APPROVAL

I, the undersigned line manager, hereby declare that I am aware of this invention/project and I recommend that this business ideas or innovation be investigated for further commercialisation exploitation.

Completed by Director/Line Manager

Name of Director/Line Manager:	
Faculty:	
Signature:	
Date:	

Completed by Dean

Name of Dean:	
Faculty:	
Signature:	
Date:	

Original details: (12401307) K:\TTIS\TTIS RMS\10. Implementation of Expertise\10.0 Templates\10.0.2 Disclosure Templates\Invention Disclosure Template.docm
11 June 2019

File reference: 10.2.1.11