# Technology

# Disclosure

# Form

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# Office of Intellectual Property Management and Commercialization

[www.uno.edu/otmc](http://www.uno.edu/otmc)

# University of New Orleans

# 2000 Lakeshore Drive, Admin Annex 1005

# New Orleans, LA 70148

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If you recently developed something new and useful, or achieved unusual or non-obvious research results that may have commercial value, you are required to disclose your discovery to the university and your sponsor. Prompt completion of this form provides the Office of Technology Transfer essential and timely information to properly disclose, protect, and commercialize this potentially valuable intellectual property.

**Instructions:**

1. Complete this document using *Microsoft WORD* by entering information in the form fields. Use the TAB and SHIFT+TAB, or Arrow keys to movebetween fields. Instructions appear in comment boxes when the cursor is placed over highlighted text. Comments for specific form fields appear in the Status Bar when the form field is clicked.
2. Save this completed template file as a WORD.doc file with an appropriate name using the SAVE AS function.
3. Print the document and obtain signatures of inventor(s) and an independent witness.
4. Send signed form along with any supporting documents to: Office of Intellectual Management and Commercialization.

# *UNO No.: \_\_\_\_\_\_\_\_\_\_\_Date Received\_\_\_\_\_\_\_\_\_\_*

# Technology Disclosure

# *University of New Orleans*

# Office of Intellectual Property Management and Commercialization

# 2000 Lakeshore Dr., Admin Annex 1005 • New Orleans, LA 70148 • 504-280-3943

1. **Title of invention***:*

**2. Inventor:**

**Full name:**

**Position/Title:**

**Campus address:**

**Phone:**       **E-mail:**       **Fax:**

**Citizenship:**

**Residence address:**

**3. Co-inventor(s):**

**Full name:**

**Position/Title:**

**Campus address:**

**Phone:** **E-mail:**       **Fax:**

**Citizenship:**

**Residence address:**

**Full name:**

**Position/Title:**

**Campus address:**

**Phone:** **E-mail:**       **Fax:**

**Citizenship:**

**Residence address:**

**4. Date of Invention**

* **When did you first conceive of this invention? On or about:**
* **When was a description or drawing of the invention documented in a laboratory notebook, computer**

**record or other form, other than this Disclosure document:**

* **Was this description read by a colleague and witnessed by signature? No****[ ]  Yes****[ ]**
1. Has any aspect of this invention been published, presented, or otherwise publicly disclosed? No[ ]  Yes[ ]

If yes, identify circumstances and list dates:

**6. Are there plans to publish or disseminate any aspect of this invention in the near future?** **No**[ ]  **Yes**[ ]

**If yes, identify and list dates:**

1. **Was any material used in this invention covered by a Materials Transfer Agreement? No****[ ]  Yes****[ ]**

**If yes, Date and Organization:**

1. **Is any information related to this disclosure classified? No****[ ]  Yes****[ ]  If yes, NON CLASSIFIED EXPLAIN ONLY:**
2. **Were university funds used to develop this invention? No**[ ]  **Yes**[ ]  **If yes, identify:**

1. **Were external funds used to develop this invention? No**[ ]  **Yes**[ ]  **If yes, identify agency, contract or grant:**
*
*
1. **Has the invention been reduced to practice? No**[ ]  **Yes**[ ]
2. **Is further development of invention planned or in progress? No****[ ]  Yes****[ ]  If yes, explain:**

1. Identify any known references to existing technology (prior art) by patent number or journal article:
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*
*
*
1. List contact information for any commercial firms that may be interested in licensing this invention:
*
*
*
1. **Describe the invention (attach other helpful descriptive information, e.g., draft publication):**

1. **Describe the state of existing technology and shortcomings which your technology addresses:**

1. **What do you see as the greatest impediment to the adoption of this invention?**

The inventor(s) have reviewed, understand and will abide by the University of Louisiana System Bylaws and Rules, C-III, Section VI and Policy No. FS.III.VI.-1a regarding Intellectual Property. As required, I (we) agree to assign and hereby do assign our rights in this invention and/or copyrights to the University of New Orleans.

**Signature(s) of Inventor(s)**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Execution by Witness

 The above invention was disclosed to and understood by me on the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 201\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of Witness Printed Name of Witness