

SOFTWARE DISCLOSURE

UT SOUTHWESTERN INTELLECTUAL PROPERTY QUESTIONNAIRE INSTRUCTIONS FOR COMPLETION

ATTENTION: THIS FORM CANNOT BE PROCESSED IF EVERY QUESTION IS NOT ANSWERED. INCOMPLETE DISCLOSURES WILL BE RETURNED TO THE DESIGNATED CONTRIBUTOR FOR COMPLETION AND RESUBMISSION!!

The completion of the attached Intellectual Property Questionnaire is the first step in the disclosure of new software developed at UT Southwestern. First, this questionnaire is used as a source of basic information to help the Office for Technology Development evaluate your software. Secondly, this questionnaire serves as documentation and evidence of the creation of your software. Lastly, this questionnaire serves as a first disclosure to the patent attorney or patent agents assigned to your software and serves as an information base for patentability search and opinions.

The Intellectual Property Questionnaire is divided into four major sections. It is important that the inventors of the intellectual property fill out the questionnaire as completely as possible. The importance of each section is discussed below:

- (1) Description of the Software - It is important that we receive an adequate description of the software, its special characteristics and its uses in order to evaluate and initiate marketing and licensibility studies. Use this section to highlight the differences between this software and the "state of the art" in the area.
- (2) Contributor Information (please designate a corresponding-contributor who will be the main contact for this disclosure). It is necessary for each contributor named on this form to participate in the completion of this form. The information is used to identify your current status and the status of your co-contributors (which is especially important when co-contributors are not UT employees). Your home address information is used in various legal documents that may be filed in the U.S. Patent and Trademark Office. In addition, when authorized, this information is used to direct disbursements of licensing income to your home.
- (3) Publications and/or Oral Disclosures - Publications and oral disclosure have a bearing on the potential patentability/copyrightability of your software. It is important that this section be filled out completely. Add additional pages if necessary.
- (4) Financial Resources Used/Prior Obligations - Funding agencies, private grantors and sponsors oftentimes have rights in software/inventions. It is imperative that this section be filled out as completely as possible.

If you have any questions, please contact Ray Wheatley, Kathy Schutt or Steve Lin (648-1888) in the Office for Technology Development. We appreciate your efforts!

**PLEASE TYPE OR PRINT CLEARLY
RETURN TO DIRECTOR: TECHNOLOGY DEVELOPMENT AT MC 9094**

**THE UNIVERSITY OF TEXAS SOUTHWESTERN MEDICAL CENTER
INTELLECTUAL PROPERTY QUESTIONNAIRE FOR SOFTWARE**

DESCRIPTION OF THE SOFTWARE

Descriptive Title of Software:

Who are the individuals that contributed to the conception/development of the software (attach Contributor Information Page for each):

Corresponding Contributor: _____

Other Contributors: _____

INTELLECTUAL PROPERTY DESCRIPTION

(Attach separate pages, if necessary)

Date software was conceived? _____

Date software was reduced to practice? _____

Has the software been tested? Yes No

If yes, state the date, where it was tested, describe the results and include all data:

Has the software been used? Yes No

If yes, state the date, where it was used, details of use and include all data:

Briefly summarize the software, its use, purpose and current level of development: _____

Describe the closest known software program(s) or method(s) which perform functions similar to the disclosed software and indicate novel differences?

What advantages does the disclosed software offer over existing software/technologies? Identify any new features which yield critical or unexpected capabilities. What, if any, disadvantages or limitations exist and explain how they might be overcome.

What problem(s) does the software solve?

Please describe the technical specifications for the software: hardware requirements, third-party programs required, development/programming language, etc.

Is this software to be used in conjunction with other educational material (i.e., text books)?

Briefly describe the level of support provided with this software. Does it come with a manual or

list of instructions? What level of user support would be required?

Describe potential users of the software as well as any information on promotion, marketing or distribution which may be valuable in realizing full potential of the software.

Was any third-party code incorporated or used in the development of this software, (circle):

Yes No If yes, what is the code? (attach separate sheet if necessary)
Where and from who did the code come from?

Please attach any written agreement (e.g. letter, agreement) restricts the use of the code.

Please categorize the potential uses of your software below by circling all anticipated uses:

- Service
- Graphics
- Diagnostic
- Manufacturing
- Education
- Other: _____

What companies or types of companies do you believe would be interested in commercializing this software?

Have you worked with/been approached by any companies regarding the software (circle):

Yes No

If Yes, which companies?

Has a copy of this version of the software or any previous version been shared with anyone or any entity without the benefit of confidentiality? Yes No

If yes, please explain the circumstances:

PUBLICATIONS AND/OR ORAL DISCLOSURES

Identify any disclosures, either written or oral, of the intellectual property made or to be made to others. ATTACH COPY OF PUBLICATION(S) OR DRAFT THEREOF.

Publication or oral disclosure (1)

Title: _____

Authors: _____

Type of disclosure (circle): Written Oral Other: _____

If written (circle): Journal Abstract Poster Other: _____

Publication Date: _____ Location: _____

Publication category (circle): Public Confidential Internal Other: _____

If confidential (circle): Confidentiality agreement complete

Oral Letter
 Other: _____

PUBLICATIONS AND/OR ORAL DISCLOSURES (CONT'D)

Publication or oral disclosure (2)

Title: _____

Authors: _____

Type of disclosure (circle): Written Oral Other: _____

If written (circle): Journal Abstract Poster Other: _____

Publication Date: _____ Location: _____

Publication category (circle): Public Confidential Internal Other: _____

If confidential (circle): Confidentiality agreement complete
 Letter
 Oral Other: _____

Publication or oral disclosure (3)

Title: _____

Authors: _____

Type of disclosure (circle): Written Oral Other: _____

If written (circle): Journal Abstract Poster Other: _____

Publication Date: _____ Location: _____

Publication category (circle): Public Confidential Internal Other: _____

If confidential (circle): Confidentiality agreement complete
 Letter
 Oral Other: _____

PUBLICATIONS AND/OR ORAL DISCLOSURES (CONT'D)

Publication or oral disclosure (4)

Title: _____

Authors: _____

Type of disclosure (circle): Written Oral Other: _____

If written (circle): Journal Abstract Poster Other: _____

Publication Date: _____ Location: _____

Publication category (circle): Public Confidential Internal Other: _____

If confidential (circle): Confidentiality agreement complete
 Letter
 Oral Other: _____

Add additional pages if necessary.

FINANCIAL RESOURCES USED/OBLIGATIONS

Please circle one answer for each of the following questions. If yes to any below, please fill in grant/contract information as listed.

Was development of this intellectual property aided in any way by a grant or contract? Yes No
Is this intellectual property the subject of a currently pending grant or contract proposal? Yes No
To your knowledge, is this intellectual property encumbered or obligated to any third party? Yes No

Grant/Contract/Sponsor (1)

Entity Name: _____

Type (circle): NIH DARPA DOD Other Federal Industry
 Non-Profit Private Donor Other: _____

Title of Project: _____

Briefly describe purpose: _____

UTSW Acct #: _____ Grant or Contract #: _____

Name of project manager for the contract at DARPA or DOD: _____

Grant/Contract/Sponsor (2)

Entity Name: _____

Type (circle): NIH DARPA DOD Other Federal Industry
 Non-Profit Private Donor Other: _____

Title of Project: _____

Briefly describe purpose: _____

UTSW Acct #: _____ Grant or Contract #: _____

Name of the project manager for the contract at DARPA or DOD: _____

Add additional pages as necessary to describe other funding sources.

CONTRIBUTOR INFORMATION

Attach one page for each contributor named on the first page.

Contributor's Name: _____
Last First MI Degree

U.S. Citizen (circle)? Yes No For Non-U.S. Citizen, Citizen of _____

Department: _____ Division: _____

Campus Phone #: _____ Campus FAX #: _____
E-mail Address: _____
Campus Mail Station: _____

Position Title (circle): Professor Instructor Resident
Assoc. Professor Fellow Staff
Asst. Professor Student Other: _____

Other Appointment (circle): None HHMI VA Other: _____

% of time employed at UT: _____% Other employment (circle one)? Yes No
(If yes, name of employer: _____)

Home Address: _____

City State ZIP

Home Phone #: _____

If a patent application for the intellectual property disclosed above is filed in the U.S. Patent and Trademark Office, the inventor(s) will be required to execute an oath or declaration affirming, among other things, that he/she/they is/are the original and first inventor(s) of the subject matter claimed in the application. ("Original" means derived from any source or persons other than the person or persons named as the inventorship entity.) I/We confirm that the subject matter disclosed herein is original to me/us.

Contributor's Signature: _____

Typed/Printed Name: _____ Date: _____

Please attach a copy of your current C.V.