



INTERNAL INVENTION DISCLOSURE FORM WALTER SISULU UNIVERSITY

Directorate of Research and Development
<http://www.wsu.ac.za>

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At Walter Sisulu University – Office of Technology Transfer, Directorate of Research & Development

1. **TITLE.**

SHORT TITLE:

2. **BRIEF DESCRIPTION OF THE PROPOSED INVENTION**

Inventions include new processes, software (in so far as it relates to being part of a product), methods of performing a task (excluding mental activities, playing a game and/or doing business), products, apparatus, compositions of matter, living organisms and improvements to (or new uses for) things that already exist. If there is any doubt on the form of potential intellectual property protection, consult the Office of Technology Transfer.

3. **INVENTOR INFORMATION**

THIS FORM WAS COMPLETED BY (full names):

CAPACITY (inventor, supervisor or collaborator):

STAFF / STUDENT No:

4. **DETAILED INVENTION DESCRIPTION**

A. Brief Summary of the Invention (stating novelty and non-obviousness or inventiveness):

1. What is the new or novel or unique aspect of the invention.
2. What are the unique features/aspects or the discriminating characteristics to current technologies/products?

B. State any prior art you are aware of:

Prior art comprises **all matter** (whether a product, a process, information about either, or anything else) which has been made available to the public (whether in the **Republic or elsewhere**) by written or oral

description, by use or in any other way.

C. Potential monetary value of the invention. (how much does it cost to make? how much can we sell it for?):

1. Provide a thumb-suck cost analysis of producing a product based on the invention. How much does similar products cost?
2. Have you thought of raw materials cost, manufacturing cost, distribution cost, registration costs (if appropriate) estimated sales price?

D. Market size. (how big is the South African market in Rand)

1. How did you determine this?

E. Who needs the invention (target market? be specific if possible).

1. Specify the top 5 companies with similar products. Who is the market leader
2. who needs the invention most? Why?

F. To what extent has the invention been developed?

Research	
Idea and hypothesis	
Scientific experimentation	
Partial scientific proof of hypothesis	
Full scientific proof of principle	
Applied Research	
Product identified	
Research lab prototype	
Scaled-up prototype	
Proof of working prototype	
Development	
Industrial prototype	
Re-Design and engineering	
Cost benefit analysis proven	
Trials and registrations	
Proof of viable new product	
Final product	
Raw materials specifications	
Design specifications	
Manufacturing data pack	
Quality specifications	
After sales data pack	

G. Describe the work which is still required to “prove” the invention?

1. Include a plan of work with dates and costs

H. What research or development must be done to translate the invention into a product?

1. Are you planning to do this?
I. Have you identified an industrial development partner to help with development? Or do you have a likely entrepreneur to develop the invention into a product?
J. What are the next 5 steps in your opinion? (after patenting) Who should do this?

CONFIDENTIAL

5. PUBLICATIONS, PUBLIC USE AND SALE

Valid legal protection for your discovery depends on accurate answers to the following items.

<p>A. Has the invention been disclosed in an abstract, paper, talk, informal discussion, news story or a thesis? If yes, indicate type of disclosure made and date. (Provide copy, if available.)</p>
<p>B. Is a publication or other disclosure planned in the next six months? If yes, indicate type of disclosure and date to be disclosed. (Provide copies, if available.)</p>
<p>C. Has there been any public use or sale of products embodying the invention including and test or experimental uses in public? If yes, describe, giving dates.</p>
<p>D. Are you aware of related developments by others? If yes, please give citations and copies.</p>
<p>E. Have you conducted any patent searches of your own? If so, please provide citations.</p>

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6. SPONSORSHIP AND BACKGROUND AGREEMENTS

If the research that led to the discovery was sponsored in any manner, please fill in the following details. If sponsorship funds were involved in any direct or indirect way in the discovery (e.g. if equipment used was purchased with funds, graduate student support, materials/supplies, etc.) please indicate the extent and manner of the support.

A.	Sponsor's name(s) (please include grant or contract number if applicable)
B.	Please describe the nature of the Sponsor(s) contribution leading to the discovery disclosed in this form.
C.	Has this discovery already been disclosed to any of the sponsor(s)? If yes, please provide details including the names of the sponsors, their representatives and the dates of such disclosures.
D.	Please describe briefly any other sponsorship support you receive in general for your research.
E.	Are there any other persons/companies who may believe that they have provided support for your research in general? If yes, please briefly describe the circumstances related to such a belief.
F.	Are there any other agreements in the background that might impact on a patent or commercial use of this invention. e.g. Contract Research Agreements, Public funding agreements Material Transfer Agreements, Non-Disclosure Agreements or other funding agreements.

7. PARTICIPANTS

In addition to any persons listed in the next section as a Creator, please list all participants (including undergraduate students, graduate students, Post-doctoral Fellows, Research Associates and Technicians) who are, or have been involved in the research that resulted in this Discovery. Please add extra lines as may be necessary.

Names of ALL Participants	Status (Undergraduate, technician, etc.)	Current Address (include cell phone)	email address	Signature

8. CREATORS

List each person (full names and surname) who made a contribution to the creative or inventive aspects of the invention disclosed in this form (This HAS to be provable with lab notebooks). Please add extra pages as may be necessary. If there is any doubt as to whom may be a person who contributed as a creator or inventor, please seek direction from the Office of technology transfer.

Creator's Names (Full Names)	WSU Department	Home Address	Citizenship

BENEFIT SHARING

As stipulated in WSU IP policy (section 7), creators and or participants receive benefit sharing from income derived by the University from the invention. This is determined by the policy, and may be negotiable and subject to terms and conditions. If there are more than one creator for the invention or if the income must be shared with participants who are not inventors please indicate in the following table how the share of any benefit sharing revenues are to be divided.

Creators' names	% share	Signature
Total:	100%	

All invention creators and participants must agree unanimously to any benefit sharing in the commercialization of intellectual property. Please note in the following box if there are any disagreements among the creators in commercialising the intellectual property described in this form or check the box if there are no disagreements.

Please check here if all creators are in full agreement regarding commercialisation:	<input type="checkbox"/>
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9. Formal Declaration

(Each invention creator participant must sign this declaration.)

Each of the undersigned is a person who has participated in the completion of this form. Each of us further declares to Walter Sisulu University the following:

1. All facts related to the discovery or creation of the intellectual property described in this form have been disclosed by me;
2. I agree to share the creator's share of any net revenues that may arise from the Subject IP in the proportions outlined in section 8B;
3. I will assist the Office of Technology Transfer in the commercialization of the Subject IP including obtaining any appropriate legal protection;
4. I agree that in the event of a reduction in my historic participation in the project or unwillingness to support the Office of Technology Transfer in the commercialisation or further development of the IP, that the University shall have the right (after reasonable notice) to pro rata reduce my share of income taking into account but not limited to future contributions to the project;
5. I will, as may be reasonably requested, sign any forms and assignments; and
6. I will, as may be reasonably requested and within the limits set out in the *Intellectual Property Policy*, limit any publications or other disclosures related to the Subject IP to allow proper commercialization to take place.

Invention Creators' Names	Creator's Signature	Date

Please complete this form electronically and return to ottservice@wsu.ac.za, a printed version containing the signatures can be sent to the Office of Technology Transfer, Nelson Mandela Drive Campus, East Teaching Mall – Second Floor, Room ET2096

Signatures

HOD:.....
Date:

Dean:
Date: