



Reference No. (this space for UILO use only): _____

Disclosure of Software Development

Please complete each section of this form and attach additional material as appropriate.

1. Title of Software:

2. Author(s)/Inventor(s)/Creator(s) Information: *(Attach additional forms if more than two inventors/creators.)*

Name:		Citizenship:	
Faculty/Department:		Position/Title:	
Social Insurance Number:		Fax:	
Office Phone:	Home Phone:	Cellular:	
Email:		Website:	
Office Address:		Home Address:	
City:	Province:	City:	Province:
Postal Code:		Postal Code:	

Name:		Citizenship:	
Faculty/Department:		Position/Title:	
Social Insurance Number:		Fax:	
Office Phone:	Home Phone:	Cellular:	
Email:		Website:	
Office Address:		Home Address:	
City:	Province:	City:	Province:
Postal Code:		Postal Code:	

3. Distribution of Contribution:

Joint authors/inventors/creators should briefly describe each of their contributions to the conception of the invention and the percentage of effort for each (totally 100%).

Percentage	Author/Inventor/Creator Name	Brief Description of Contribution
%		
%		

Text boxes will expand to accommodate content.

4. Briefly describe the software and its current level of development. Is it a new product or process, or a new use for or improvement to an existing product or process?

5. Identify features that are believed to be new, unexpected or critical.

6. Describe the development status of the IP (i.e. concept, laboratory tested, prototype.) Indicate any further development that may be necessary.

7. Describe technical specifications for the software: hardware requirements, third-party software required, programming language, etcetera.

8. Briefly describe the level of support provided with this software. Is there a manual or list of instructions? What level of user support would be required?

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

10. Describe, to the best of your knowledge, the closest known methods of performing the function of the invention and any disadvantages. Explain how the new features of the invention differ from the closest known methods. Indicate any known patents or publications that describe such methods.

11. State the advantages of your invention over what has been done before, the problems it solves, or new applications achieved. Indicate any disadvantages or limitations and explain how they might be overcome.

12. Identify the grants, contracts, or other sources of funding that directly contributed to the conception and development of the invention as herein disclosed. Please provide the grant number, granting agency, as well as the name of the Office and contact person that manages each grant. Indicate if the invention was made as part of one's assigned duties or with the use of The University of Regina's facilities or services.

Contract/Grant #	Sponsor/Granting Agency:	Contact Person:
Are you a party to any other agreement(s) pertaining to the invention (e.g. material transfer, collaboration, patent agreement with another entity)? <input type="checkbox"/> YES <input type="checkbox"/> NO		
If yes, please list:	Company Name	Type of Agreement

13. If work on the invention is to be continued, indicate the sources of funding and the nature of the work.

14. Provide name, date and a copy of any publication, presentation or abstract (oral or written) as well as any proposed publication, presentation or abstract, which mentions or describes the invention as disclosed herein. Separate and identify general, non-enabling publications from those that disclose the critical elements of the invention.

15. For copyright/legal purposes please provide a chronology of the principal events in the conception and development of this software.

Event	Date	Reference/Comments
(b) Year in which the writing of the software was completed. Is there substantiating evidence such as a notebook or a witness?		
(c) Dates of oral or written disclosures to other persons and names of such persons. Include future public disclosures.		
(d) First written records and availability of such records.		
(e) List the names and dates of persons or representatives of organizations who have received copies of the software.		
(d) Dates and results of first test of invention and first successful test.		
<p>Copyright: If you wish to seek copyright registration for the work please submit along with this disclosure: a representative 50 pages of code; three copies of the software on disk; three copies of any manual or instruction package that accompanies the software.</p>		

15. Provide information, including key words, to assist with a search for prior art.

16. Signatures

Each co-creator must sign and date the last page of the disclosure. Additionally, the software development disclosure should then be read and signed by a witness who understands it.

Author/Inventor(s)/Creator(s)	Witnesses (must not be author/co-inventor/co-creator)
	I have reviewed and understood this intellectual property disclosure.
Print Name (s)	Print Name
Date:	Date:

Author/Inventor(s)/Creator(s)	Witnesses (must not be author/co-inventor/co-creator)
	I have reviewed and understood this intellectual property disclosure.
Print Name (s)	Print Name
Date:	Date:

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 Website: <http://www.uregina.ca/uilo>

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We will contact the reporting author/inventor/creator to discuss the various options available for commercial development. It is the responsibility of each author/inventor/creator to inform the UILO of any address change as long as this file is active.

Acknowledgement of receipt by the University of Regina

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