

*Esteemed Colleagues and Students,*

*At the University of Ljubljana (UL) we recognise the transfer of knowledge into the economy as our strategic mission. The innovations and motivation of our staff and students are key in this process, which is why we try to encourage you and offer you the necessary support and knowledge through our University Office for Research, Development and Intellectual Property (USRRIL).*

*Within the context of research, you create various products that can be of practical value on the market (invention, appearance of a product, sign). The USRRIL helps you recognise and protect your creations with intellectual property rights (patent, industrial design, trademark). These rights protect the owner from unauthorised commercial exploitation of their work by third parties. With these rights the UL can ensure its competitive advantage on the market, which enables it to further develop and market industrial property.*

*In regards to marketing the USRRIL plays an important part in finding partners and negotiating sales and licensing contracts; it can also help you set up new companies (e.g. spin-outs) in collaboration with the Ljubljana University Incubator. New companies are a direct result of the University's role in generating new jobs and creating economic prosperity.*

*This leaflet offers basic information on intellectual property management at the UL and focuses on procedures of taking over, protecting and marketing company inventions.*

*We wish you great innovative success!*

*Dr. Marijan Leban, Head of the USRRIL*



## from IDEA to PRODUCT

### Summary of USRRIL activities:

- Manages procedures of taking over and protecting company inventions
- Provides advice regarding protection strategies of intellectual property
- Helps with marketing (sale of patents or licensing)
- Helps set up spin-outs
- Offers legal assistance in designing contracts on market research
- Organises training courses on the protection and marketing of intellectual property
- Raises the awareness of UL staff regarding the significance of intellectual property

*A brief overview of industrial property rights management at the University of Ljubljana*

Univerza v Ljubljani



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### More information

USRRIL website (under development):  
[https://www.uni-lj.si/raziskovalno\\_in\\_razvojno\\_delo/intelektualna\\_lastnina/](https://www.uni-lj.si/raziskovalno_in_razvojno_delo/intelektualna_lastnina/)

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*It always seems impossible until it is done.*  
— NELSON MANDELA



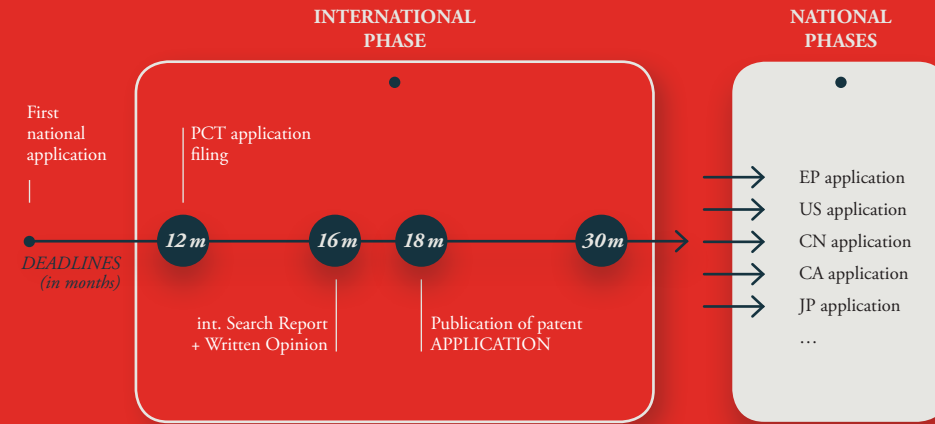
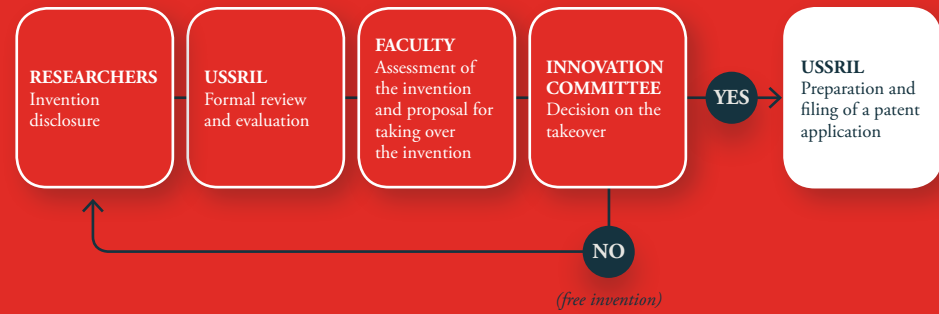
## THE PROCESS OF TAKING OVER A SERVICE INVENTION



## THE PROCESS OF PROTECTING THE INVENTION



## COMMERCIALISATION OF SERVICE INVENTIONS



The above diagram shows the process of taking over a company invention.

The above diagram shows the most common path of protecting inventions at UL.

Outline of the marketing process at the UL.

In accordance with the Regulation on managing industrial property rights, every invention that was created with the help of someone who is employed by the UL or is in a contractual relationship with the University (visiting teacher, collaborators...) or a student, if it is a result of his work during a study course at the UL or if UL funds were used, must be reported to the USRRIL using the form "Invention disclosure form". In this case the inventor may not protect or market the invention or innovation by himself because it is the property of the UL. It is also important that the results are not disclosed to the public or unauthorised persons before they are protected. In research projects with several partners, issu-

es concerning industrial property must be clarified in a contract regarding the research subject that is to be concluded by collaborating partners (co-contractors) before the beginning of the project. It is recommended that this contract be examined by the USRRIL. In case of a joint invention, the partners conclude a joint invention contract before the protection is implemented, in which they precisely regulate reciprocal rights and obligations concerning the joint invention.

Procedures for the protection and maintenance of rights is managed by the USRRIL. They identify an appropriate patent attorney who prepares the patent application in collaboration with the inventor and file it to the appropriate patent office. The patent is only valid in countries in which the patent is granted. The decision on patent protection in individual countries is made based on the invention's market potential and the available funds, as the protection entails significant costs. Normally, the patent is granted after 3 to 5 years, but the patent right is already protected as of the day the patent application is filed.

Usually the patent application is first filed to the national patent office (Slovenian Intellectual Property Office). Within 12 months a decision on the extension of patent protection must be adopted. In most cases an international application (PCT) is submitted, with which an additional 18 months are gained before the decisions on individual countries must be made. The PCT does not lead to a patent; it is only an international application and an enquiry that makes it easier to assess whether a patent will be granted in individual countries. In the event we are ready and wish to gain an opinion regarding the patentability in the first year, we first submit a PCT, an EPO application or an application to another foreign office where they conduct a substantive examination.

Commercialisation of the invention or know-how is a complex process, in which good collaboration between the inventor and the USRRIL is of key importance. In the marketing process the USRRIL primarily helps with the following activities:

- Preparing promotional material and a presentation for investors
- Identifying potential partners/investors
- Protecting confidential data (NDA, MTA)
- Promoting the invention to companies and investors
- Coordinating meetings and negotiations with potential partners
- Preparing licensing/purchase agreements
- Monitoring and oversight over the implementation of licensing contracts
- Helping with setting up spin-outs