

**Syracuse University  
Office of Technology Transfer**

**Technology Disclosure Companion to the  
Online Technology Disclosure**

TECHNOLOGY INVENTION DISCLOSURE  
(NOT SOFTWARE CODE)

**Principal inventor or creator:** *Returning inventors need only indicate their name, citizenship and department.*

First Name: Last Name: Citizenship: Department: Job Title:	Campus Address/Telephone/Email:  Home Address/Telephone/Email:
Status at SU (pick one)    ___ Full time SU employee    ___ Student AND SU employee ___ Other (Describe: _____)	

**Co-inventor(s) or creator(s) – add as necessary**

First Name: Last Name: Citizenship: Department: Job Title:	Campus Address/Telephone/Email:  Home Address/Telephone/Email:
Status at SU (pick one)    ___ Full time SU employee    ___ Student AND SU employee ___ Other (Describe: _____)	

**Please outline the contribution of each inventor or creator:**

\_\_\_\_\_

**Date technology or invention was conceived:** \_\_\_\_\_

**Technology Title:** \_\_\_\_\_

**Keywords relative to the Technology (other than what appears in the title) :**

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

IMPORTANT NOTE: Inventors are to complete the [Online Invention Disclosure Form](#) - This document allows inventors to complete the form in MS Word and then copy and paste the information online in the [Inventor's portal](#).

**Description of Technology:** Write two brief descriptions of the technology.

**Version 1** – the Scientific/Highly Technical Version:

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**Version 2** – the “explain it to your grandmother” Version (non-enabling):

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**What files will you also attach** via the portal that describes the technology/innovation? Use excerpts or entire grant proposals, Corporate Sponsored Research Statements of Work, papers to be submitted for publication, etc. Include data, figures, photographs, drawings, sketches, patent applications or any other descriptive material. Description should include the construction, the principles involved, the details of operation, and alternative methods of construction or operation. (Sketches, drawings, photos, reports, and manuscripts will be helpful.)


**What are the immediate and/or further applications of the technology?**

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**Why is the technology or invention better - more advantageous - than present technology?** What are its novel and unusual features? What problems does it solve?

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**Is work on the technology or invention continuing?** Are there limitations to be overcome or other tasks to be done prior to practical application? Are there any test data? Have products, apparatus or compositions, etc., actually been made and tested?

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**What further research and development is necessary** or desirable before showing the technology or invention to a potential industrial licensee?

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**Names and addresses (if known) of potential manufacturers:**

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**Manufacturers presently making comparable equipment (if known):**

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Has the technology or invention been disclosed to industry representatives? If "yes," please provide details, including names of companies and their representatives.

\_\_\_\_\_

Has the technology or invention been disclosed in an abstract, paper, talk, news story, or a thesis?

Upload the following documents:

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Provide Disclosure date: \_\_\_\_\_

Is a publication or other disclosure planned in the next four (4) months?

If yes, include a copy of the disclosure (even if it is only in draft right now)

Upload the following documents:

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To whom will the disclosure be sent? If a journal, indicate which one.

Provide information on the date of the upcoming disclosure date(s) *and err on the side of earlier rather than later.*

Has there been any public *use* or *sale* of products embodying the technology or invention? \_\_\_\_\_

Are you aware of related developments by others? If "yes", please give citations.

Upload the following documents (i.e. Copies of any relevant patents or publications):

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If the research that led to the technology or invention was sponsored (i.e. by a government agency or a corporated entity), please complete the items below and attach a copy of the contract or agreement if possible.

\_\_\_ Not Applicable

Sponsor Name \_\_\_\_\_

Contract/grant number as (SU OSP unique identifier number) \_\_\_\_\_

Contract/grant number as (Sponsor's unique identifier number) \_\_\_\_\_

Name of Grant Project \_\_\_\_\_

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