

Effectively Protecting & Preserving IP Rights

Intellectual Property Rights & Methods

Special Emphasis On

Step by Step Methodology, Setting Up a Due Diligence System

2 Week Training Workshop

- ✓ Searching Prior Art
- ✓ Filing Application & Documents
- ✓ Documenting Research & Development
- ✓ Granting Patent

A 2 Week Training Workshop

What is Covered in this Program?

We are living in a knowledge driven economy. The real value of a nation's and an organization's worth lies in the competitive advantage it has. Patents, Copyrights, trademarks, trade secrets and technical knowhow constitute an important source of competitive advantage. These need to be secured, protected and safeguarded. Treaties, Laws & Regulations imposes important responsibilities, liabilities and opportunities in the way we Purchase, Procure, Develop, Research, License and Implement Technological Improvements.

This program will help the participant understand the Step by Step method to be followed to Search Prior Art, Document his Research, Fill an IP Application, Provide Patent Support Documents & Data, Analysing the Patent Application, Granting the Patent and Post Grant Steps to Maintain IP Protection.

Who Should Attend?

This program is intended for Patent Examiners & Support Staff, Corporate IP

Professionals & Managers, Educational and Research Institute Research Coordinators and other Support Staff, IP Lawyers who wish to gain Multidiscipline understanding of the issues and Other IP Interested Parties.

This program can also be used to train IP project implementation and analysis teams? when a new project or initiative or IP system is being started in your organization; when a new IP strategic focus is being initiated; just prior to a IP consultant being hired to advise the organization.

Program Content

1. Understanding Intellectual Property System
2. Patents: What it is and How to Obtain Protection?
3. Copyrights: What it is and How to Obtain Protection Step by Step?
4. Industrial Designs: What it is and How to Obtain Protection Step by Step?
5. Confidential Information? What it is and How to Obtain Protection Step by Step?
6. Geographic Indicator? What it is and How to Obtain Protection Step by Step?

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7. Trademarks? What it is and How to Obtain Protection Step by Step?
8. Searching for Prior Art: Step by Step
9. Documentation Generated when Performing Research & Development Diligently (R&D)
10. Step by Step Filing Patent/IP Application in Different Jurisdictions (US, Europe, China? other can be included on any participant request)
11. Usual Patent Support Documents & Data : Content, Form and Submission requirements.
12. Detailed Prior Art Search
13. Usefulness or Value Determination Methodology
14. Analyzing the Patent Application: Using Knowledge Checklists
15. Procedures followed by Different IP National & Regional Authorities
16. Granting the Patent: In different Jurisdictions
17. Strategies for Protecting your IP Rights
18. Post Grant Steps to Maintain IP Protection: in Different Jurisdictions
19. Workshop 1
20. Outline Action Plan to Implement Program Communicated Good and Best Practices in Your Work
21. Workshop 2
22. Advanced Topics: More Details on Some Above Issues Important for Participants (Customized for each Participant Group)
23. Increasing Productivity through Using Standard Forms, Templates, Checklists to Perform the IP Processes
24. Performance Management System to Measure our Level of Performance in the Above Processes: we will develop the KPIs for the Above Processes
25. Planning & Implementing a Departmental/Functional Knowledge Base: For IP Rights and Methods: Key to Achieving Quality Service Repeatability and Superior Performance in Our Organization
26. Your Individualized Action Plan for Implementing Good Practices and Best Practices Discussed throughout the Program

Workshop 1

Outline Action Plan to Implement Program Communicated Good and Best Practices

Workshop 2

Advanced Topics? More Details on Some Above Issues Important for Participants (Customized for each Participant Group)

Increasing Productivity through Using Standard Forms, Templates, Checklists to Perform the IP Processes

Performance Management System to Measure Level of Performance in the Above Processes? we will develop the KPIs for the Above Processes

Planning & Implementing a Departmental/Functional Knowledge Base? For IP Rights and Methods? Key to Achieving Quality Service

Performance/Repeatability and Superior Performance in Our Organization

Your Individualized Action Plan for Implementing Good Practices and Best Practices Discussed throughout the Program Enhanced Program Recommendations

Program Outcomes and Take-Away/s

Euro Training is in the business of providing practical useful training programs. Programs that

1. Help the participant implement improvements in his organization.
2. Help the participant gain Multi-discipline understanding of the issues so that he can incorporate the needs and expectations of all his stakeholders/ customers in his improvement proposals and actions.
3. Help build a knowledge framework in which job related experience can be caught and remembered as his experience.

Typical participant will take away a personalized action plan for himself, his business unit or his organization on how to apply the program contents to improve performance. The action plan may have two components:

Intellectual Property Rights & Methods Training Program (IP310)

1. A Personal Action Plan
2. A Business Unit/Organizational Action Plan

Africa (Please inquire about our post program mentoring plans)

Benefits to Organization

Sending participant/s to this program will benefit the organization in the following ways

1. Quickly makes the participants competent, effective and productive on his job. Useful especially for
 1. Training New employees
 2. Competency Building in Existing Employees Transferred to a New Assignment
 3. Training Prior to a New Project or Initiative Planned in the Organization
2. Create Competency in the employee to perform his job well. including in relation to
 1. Relevant Technical Knowledge, Skills and Competencies
 2. Organizations' Strategic Objectives
 3. Needs and Expectations of the Stakeholders/ Customers (internal & external)
 4. Good Management Practices
 5. Identifying opportunities to Exceed Stakeholder/ Customer Expectations
3. Create a pool of trained manpower who can cost-effectively disseminate the knowledge to large number of employees inside the organization. This is made possible by Euro Training's unique easy to understand and use methodology based on Checklist & Quality Assurance Approaches.
4. Euro Training Instructors often act as mentors for your trained employees. A most effective way to ensure effective competency development and application by your motivated staff. We do have consultants available across Americas, Europe, Asia and

Participant Individual Career Benefits

1. You gain a multi-discipline understanding of the issues. Meaning when you make proposals and decisions on your related job you will keep in mind the needs and expectations of ALL the stakeholders/ customers (internal & external)
2. The action plan you take away will help you make a difference in your business unit or organization. This difference when added to your resume will make you a prime candidate for career advancement in your own organization or in your next job/s.
3. Understanding and acting with understanding of the Needs and Expectations of your stakeholders/ customers is known to to enhance Job Satisfaction and reduce Monday Morning Blues.
4. As one of your stakeholders/ customers is Executive Management, therefore the program ensures you will know the Strategic Imperatives that Drive the Organization's Efforts in your relevant job area. In the process enabling you to make a leadership contribution.

Registration Recommendations

Team Nominations: Since the program aims to ensure the participants have his individualized improvement plan at the end of the program, and foreseeing the effort involved, anticipating resistance and implementation requirements it is recommended that the organization nominate **at least two participants together** for this program. **Single nominations** will also be accepted for the program.

For Latest Program Schedule Email:

ip310@EuroTraining.com
www.eurotraining.com/bro/ip310.php

REGISTRATION INFORMATION

1. To register: Please send us an official letter confirming registration (on organizational letterhead or Authorized Email).
2. Program Fee is
 - o USD \$8,900 per participant and includes Course Materials, Certificate, Refreshments and Lunch. (Fee at London, Paris and Kula Lumpur is \$9,790 per participant)
3. Accommodation & Taxes/VAT (if applicable) is not included in Program fee. Special rates will be available at venue hotel for the participants.
4. Special discount of 10% is offered for participants who pay their fees at least 45 days before start of the program.
5. Refund will not be considered where the participants cancel his registration less than 3 weeks before start of the program. Alternate nominations will be allowed anytime before program start.
6. All participants are required to fill in Participant Information form - on first day of the program. Each program Undergoes Customization to Better Meet Participant Present and Future Career Needs. Please be prepared to let the Instructor/s know about your organization's Special Needs, Interests or Initiatives.
7. It is always useful for participants to bring their existing problems or case studies, work-process flow charts or job related problems for discussion - consideration will be at sole discretion of the program director/s.
8. Provisional Registration: You can make a provisional registration by sending us an email – an official registration request can be made within 2 weeks. This will ensure we will reserve a seat. All provisional registrations automatically cancel 2 weeks before program start.
9. Please note: No Live Voice Requests for Registration or Provisional Registrations.

REGISTRATION FORM

Program:	Intellectual Property Rights & Methods Training Program (IP310)
Location Where Attending:	
Program Dates:	
Whether Participant will Consider Alternate date if one requested is not available:	
Participant Name Prefix: Mr/Ms/Mrs	
Participant Name:	
Participant Job Title:	
Participant Department & Section:	
Participant Employer/ Company:	
Participant's Present Job Responsibilities:	
Participant Email Address:	
Participant Mobile Number:	
<u>Sponsored by:</u>	
Sponsoring Company:	
Job Title of Sponsoring Authority:	
Name of Sponsoring Authority:	
Email of Sponsoring Authority:	
Fax of Sponsoring Authority:	
Telephone Nos. of Sponsoring Authority:	
Web Site of Sponsoring Company:	
Invoice Reference:	
Invoicing Address:	