

UNIVERSITI TEKNOLOGI MALAYSIA

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Innovation & Commercialisation Centre

**USER MANUAL - CO-INVENTOR**  
Innovation & Commercialisation System (INNOCOMMS 2.0)

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*UTM Intellectual Property Module (Ver. 2.0)*

INNOVATION & COMMERCIALISATION CENTRE

**INNOCOMMS 2.0**  
**UTM Intellectual Property Module (Ver. 2.0)**  
**User Manual**

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Johor, Malaysia

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## 1.0 USER LOG IN

### User Log in Interface

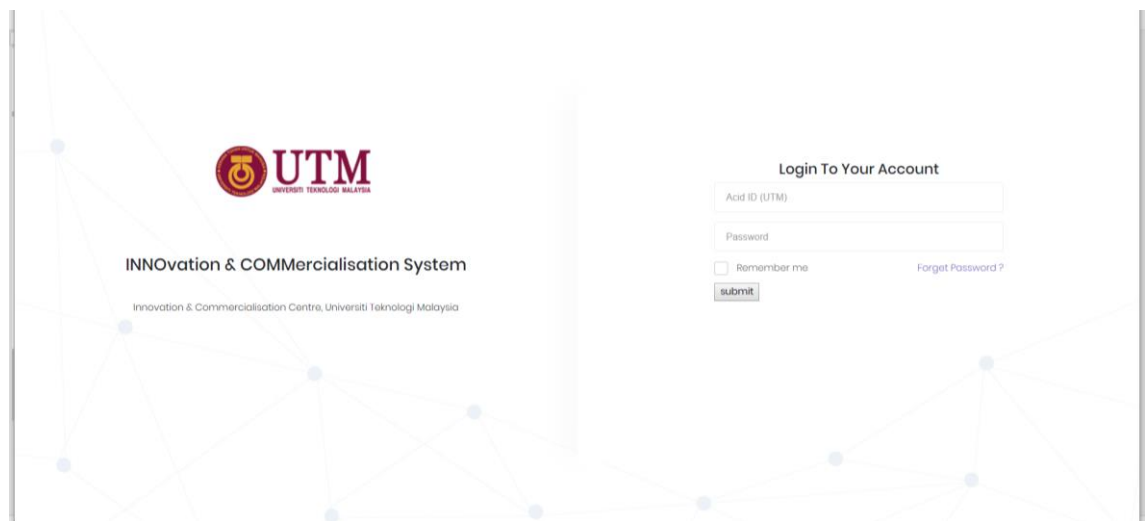


Figure 1.1 User Log Interface

To log in, user is required to have **User ID** and **Password**.

Steps to log in are:

1. URL <https://innocomms.utm.my>
2. Key in '**ID**'
3. Key in '**Password**'
4. Click '**Submit**' button

**CO-INVENTOR ACCEPTANCE**  
**USER: CO-INVENTOR**

## 2.0 CO-INVENTOR ACCEPTANCE

On this screen, Co-Inventor decide to Agree or Disagree.

Prior decision, Co-Inventor will receive email notified that he/she are invited as Co-Inventor.

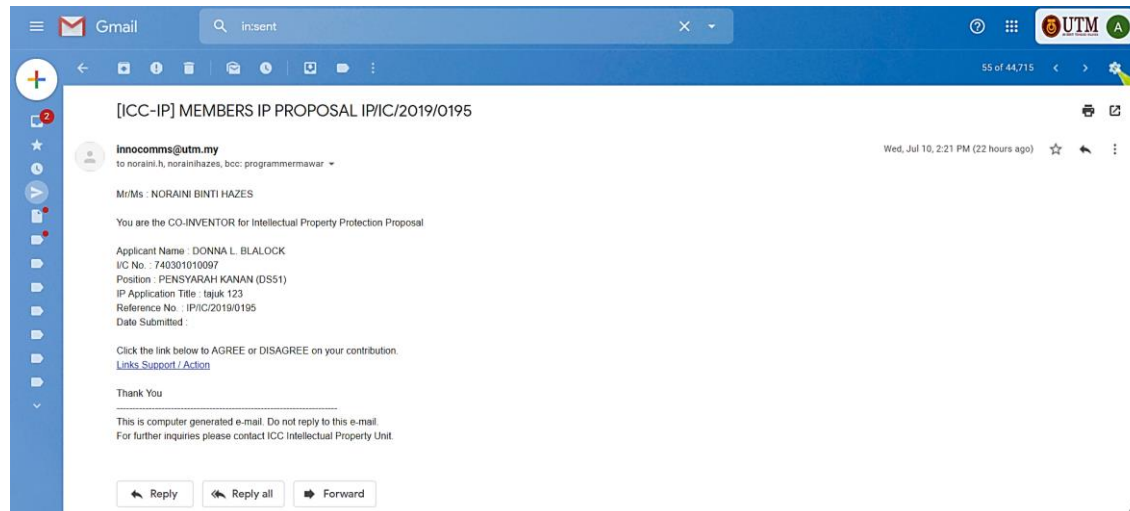


Figure 2.1 Email Notification Invitation as Co-Inventor

1. Co-Inventor will receive email notification and can directly Agree/Disagree.
2. Co-Inventor also can directly access through <https://innocomms.utm.my>.

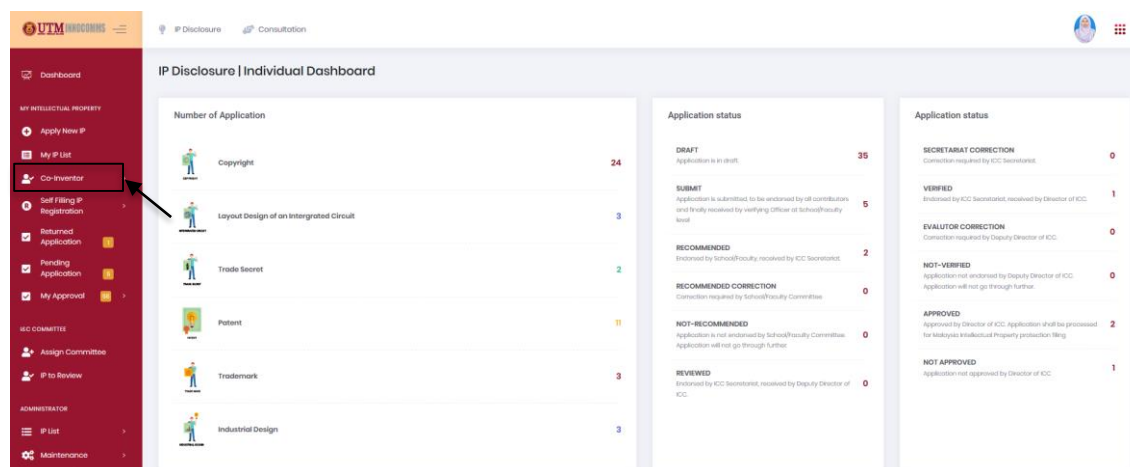


Figure 2.2 Co-Inventor Acceptance

3. Click **“Co-Inventor”**. Then Click **“IP to Accept”**.

IP Disclosure List as Co-Inventor to Accept

Show: 10 entries

No.	Year	Main Inventor IC No.	Main Inventor Name	Ref. No.	Type of Application	Title	UTM IP Status	Actions
1	2019	7423000097	Donna L. Blalock	#7M/2019/0327	INDUSTRIAL DESIGN	Stilo	SUBMIT	
2	2019	7423000097	Donna L. Blalock	#7M/2019/0334	TRADEMARK	qwert	SUBMIT	

Showing 1 to 2 of 2 entries

Figure 2.3 IP to Accept Lists

- According to **Figure 2.3** above, select the Reference No. with the selected IP.

IP Disclosure Form Wizard

1 IP Disclosure Info ✓

2 Acceptance

**ACCEPTANCE**

The information which is provided on this form will be used by the University to assess the ownership of the intellectual property rights, potential third party claims to those rights and obligations to external sponsors. Incorrect or incomplete detail could lead to the reduction or loss of commercialization revenues, or the invalidation of patent applications. I declare that the information which I have provided in this form is, to the best of my knowledge and belief, correct and complete and that the contributions named are all the original creators of this invention/design. I also agree to cooperate in seeking or other legal protection in the name of University/Institution and in the commercialization of this invention/design. I also confirm that I have notified the University/Institution of any conflict of interest which may exist in relation to the invention.

**Main Inventor** →

esubmit status \* -- agree for submission --  
 Name of Inventor/Originator/Co-Inventor: Donna L. Blalock  
 Category: Main Inventor / Main Originator  
 Approximate % Contribution: 50 %  
 Acceptance Date: 17-11-2019

**Co-Inventor** →

esubmit status \* Agree  
 Description: Agree as co-inventor  
 Name of Inventor/Originator/Co-Inventor: Sidney I. Gillespie  
 Category: Co-Inventor / Co-Originator  
 Approximate % Contribution: 50 %  
 Acceptance Date: :

← Back Submit

Figure 2.4 Co-Inventor Acceptance

- Co-Inventor select **“Agree”** or **“Disagree”** in Co-Inventor section.
- Click submit button to submit acceptance to Head of PTJ/ Dean of RA.

### 3.0 CONCLUSION

The Intellectual Property Module (Ver. 2.0) is developed to create UTM Intellectual Property online database and replace manual process by automating the process of application, monitoring and approval of intellectual property with a new and updated version.

This move is hoped to create a more systematic and efficient work process by allowing access to status update and record via online.