



**Office of the Vice President for Academic Affairs
TECHNOLOGY TRANSFER AND BUSINESS DEVELOPMENT OFFICE**

*Software Disclosure Form (confidential)
TTBDO Form No. 04*

SOFTWARE DISCLOSURE FORM

Software disclosure forms fulfill several functions. (i) It allows the Technology Transfer and Business Development Office (TTBDO) to assess the commercial potential of the software you developed. (ii) It enables the TTBDO to plan intellectual property protection/registration and to advise on the best route to market. (iii) It serves as a useful starting point in doing freedom-to-operate due diligence (i.e., whether your software may be infringing other developers' copyright). (iv) other purposes.

Please kindly return the original Software Disclosure Form together with any supporting documents to:

Technology Transfer and Business Development Office
G/F National Institute for Molecular Biology and Biotechnology
University of the Philippines
Diliman, Quezon City
1101 Philippines

Upon receipt of the form, the TTBDO will assess the commercial viability of your software and arrange a meeting with you to discuss your disclosure further, and to brief you on the policies and procedures of the university on intellectual property rights.



OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS
TECHNOLOGY TRANSFER AND BUSINESS DEVELOPMENT OFFICE



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Please do not fill in this part: (For TTBDO use only)

Reference

Number: _____

1. TITLE OF SOFTWARE

2. DESCRIPTIVE ABSTRACT OF SOFTWARE:

- a) Briefly describe the methods used by the software

- b) What hardware configuration is required to operate the software?

- c) Operating system required

- d) Utilities required

- e) What programming language was used?

- f) In what code format would you recommend the software be distributed (e.g. object code only, object and source)

- g) How user-friendly is the software relative to its intended users?

- h) Please provide a "User Manual" if available.



- i) Current state of the program's development
(i.e., fully functional, fully tested by you, tested by others)

3. OPEN SOURCE and other components that are not original

- a) Please identify any program code, data, files or other incorporated elements (including, for example, runtimes, voices or other sounds, graphics or other images) that are not original to the developer(s). Please attach copies of grant of permission releases or licenses for each use.

- b) Is this software a modification or an improvement of an existing work? Please identify that work and its developer(s).

- c) Please indicate the year of creation and the exact date of first publication (if applicable) for the particular version of the computer program that is being disclosed.

- d) If an earlier version of the software had been disclosed to the TTBDO, please kindly provide the details below.

4. POTENTIAL APPLICATIONS and UNIQUE SELLING POINT

- a) What unique benefits does your software offer to users? Compare with alternative products available in the market.

- b) Please identify likely users and indicate fields of use (e.g., classroom use, laboratory use, corporate applications).

- c) Please indicate likely weaknesses of your software. Can these be improved on?



d) Will you be able to provide support to users (e.g., onsite, telephone, etc.)?

5. POTENTIAL PUBLISHERS, DISTRIBUTORS AND/OR END-USERS

Kindly list down the names and contact details of likely publishers, distributors and/or end-users of the software being disclosed.

6. CONTRIBUTING DEVELOPERS

Name
School
Department
Position
Email:
Fax:
Tel. No.
Signature:

Name
School
Department
Position
Email:
Fax:
Tel. No.
Signature:

Name
School
Department
Position
Email:
Fax:
Tel. No.
Signature:



7. SOURCES OF FUNDS INCLUDING NAME AND GRANT NO.

8. Disclosure and demonstration of computer software

(a) Has the software been discussed or demonstrated within or outside the University of the Philippines?

To whom demonstrated:
Place/institution:
Date:

To whom demonstrated:
Place/institution:
Date:

To whom demonstrated:
Place/institution:
Date:

(b) Does anyone have a copy of this software?

(c) Please provide details of any disclosure/demonstration planned in the next 6 months

(d) Do all copies of your software bear the proper notice of copyright?



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9. OTHER AGREEMENTS AND INTERACTIONS

Please identify any agreements or interactions that you have entered into that are related to the development of the software and might grant rights to a company or other party outside of the University (commercially sponsored research agreements, consortia agreements, consulting agreements, etc.). Kindly provide a copy of said agreements or documents evidencing said interactions.

Due acknowledgement is given to Northwestern University's Innovation and New Venture Office from whose Software Disclosure Form this document was based and modified.