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## **IPR Registration User Manual**

*RESEARCH MANAGEMENT SYSTEM  
VERSION 2 (RMS V2)*



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## Introduction

### Purpose

This document cover how to use the Research Management System Version 2 (RMSV2) - Researcher User Manual

### Target Audience

The target audiences for this User Manual include:-

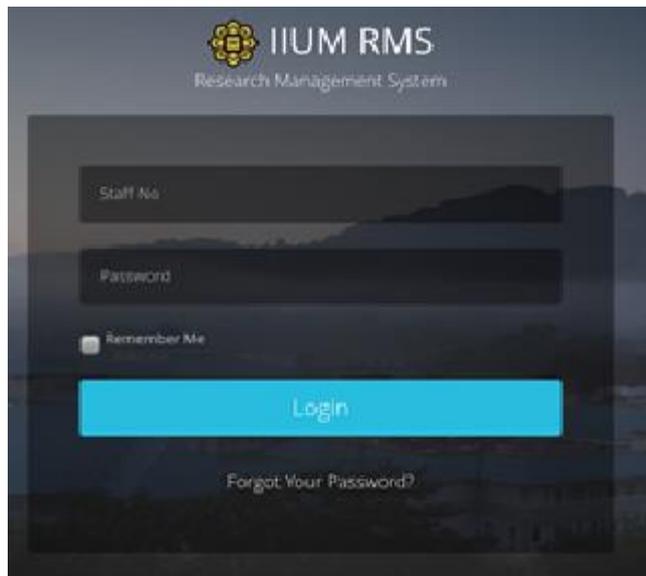
1. Researchers
2. Research Management Center Officers

### Login

In a web browser, enter the following address:-

<https://rmsv2.iium.edu.my>

In the screen, enter your valid HURIS username and password, Then click the LOGIN icon as depicted on screen.



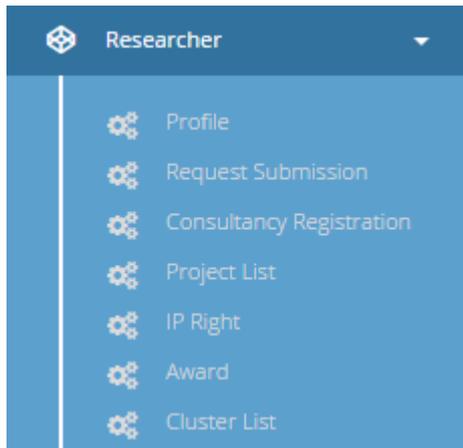


## Researcher - Profile

Researcher Information are pulled from Human Resource Management System.(HRMS) This data is read only information from HRMS. If there is any discrepancy, please contact HRMS directly.

**Follow the steps below to access the profile.**

**Step 1. Click on Profile on the side menu. Researcher's Profile can be viewed only.**



### Researcher Profile

Name	Prof. Dr. Ahmad Faris Bin Ismail	Staff No	1743
IC Or Passport No	[REDACTED]	Kulliyah	Kulliyah of Engineering
Gender	Male	Department	DEPARTMENT OF MECHANICAL ENGINEERING(K ENGINE-MECHANICAL)
Status	Active	Designation	ACADEMIC

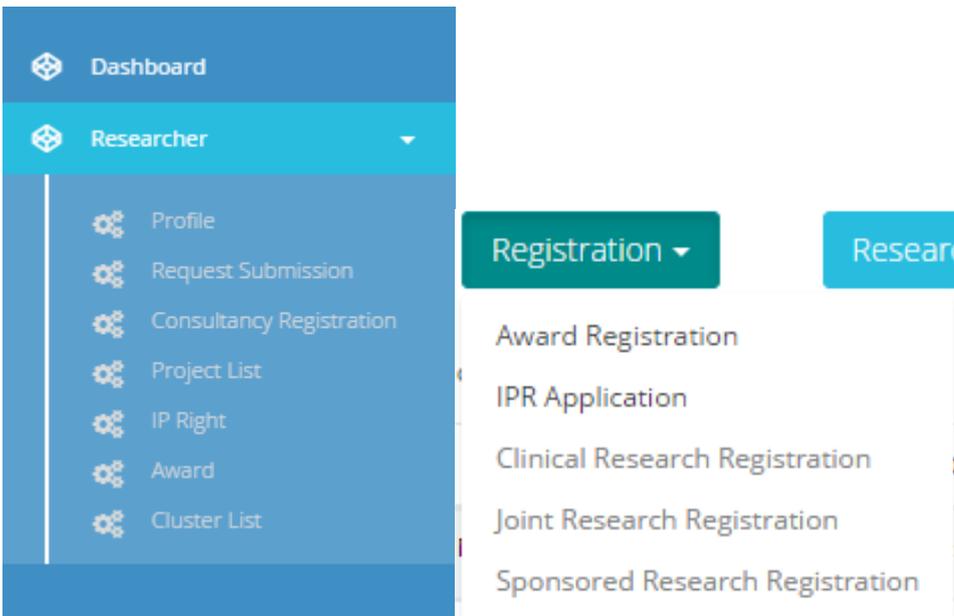


## Researcher - Request Submission

### IPR Application

To register Intellectual Property Right (IPR) with RMS, follow the steps below:-

**Step 1. Click on Request Submission on the side menu and select IPR Application from the Registration drop down.**



**Step 2. Select the research project.**

- Click  to proceed.
- Your application will be saved as draft
- You can **edit** or **delete** your draft application from **Request Submission**.



## Intellectual Right Application Form

Intellectual Right Application Form

### Identification

Staff no of Principal Inventor	<input type="text" value="1743"/>	Department/Kulliyah	<input type="text" value="Kulliyah of Engineering"/>
Name of Principal Inventor	<input type="text" value="PROF. DR. Ahmad Faris Ismail"/>	Email	<input type="text" value="faris@iium.edu.my"/>
IC/Passport No	<input type="text" value="661202-03-5251"/>		

### Source of Research Project(s) resulting of this invention

Project ID	<input type="text" value="Please Select Project ID"/>	Project Title	<input type="text"/>
Status	<input type="text"/>		

### Step 3. Add Co-Participant.

- Select Participant Type.
- If staff search staff no/name and select from suggested list.
- Click  button to add.
- Click next to proceed.

Intellectual Right Application Form

1 Part 1: Identification  
Information about the principal and its co-participant

2 Part 2: Description of IPR  
Title, Field and Description

3 Part 3: List of Document(s)  
Document Attachment

4 Part 4: Source of Research Project(s) resulting of this invention  
Research Project, R&D Status, Patent Search, Marketing, Inquiries

5 Part 5: Declaration  
Applicant Declaration

### Part 1: Identification

Staff no of Principal Inventor	<input type="text" value="1743"/>	Department/Kulliyah	<input type="text" value="Kulliyah of Engineering"/>
Name of Principal Inventor	<input type="text" value="PROF. DR. Ahmad Faris Ismail"/>	Email	<input type="text" value="faris@iium.edu.my"/>
IC/Passport No	<input type="text" value="661202-03-5251"/>	Equity %	<input type="text"/>

If this is a joint work, please state the name(s) of those involved in the invention that are eligible to be names as Co-Inventor(s) below.

Participant Type	<input type="text" value="Please Select Participant Type"/>
------------------	---



## Step 4. Description of IPR

- Fill in all required fields
- Click next to proceed.

### Intellectual Right Application Form

Success! Your Intellectual Right Application has been saved as draft

Intellectual Right Application Form

1 Part 1: Identification  
Information about the principal and its co-participant

2 Part 2: Description of IPR  
Title, Field and Description

3 Part 3: List of Document(s)  
Document Attachment

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Applicant Declaration

#### Part 2: Description of IPR

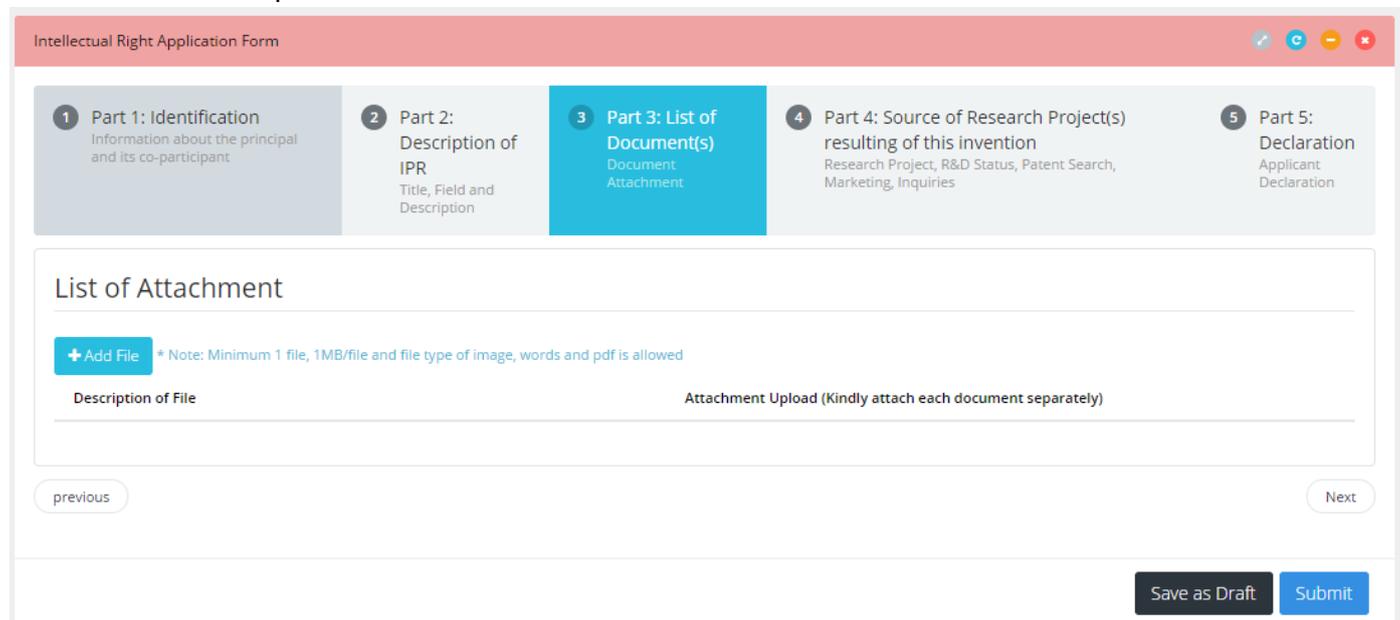
Product Name	<input type="text" value="Product Name"/>	Field of IPR	<input type="text" value="Please Select Field of Invention"/>
Product Type	<input type="text" value="Please Select Product Type"/>	IPR Type	<input type="text" value="Copyright"/>
Title of IPR	<input type="text" value="Title of IPR"/>	IPR category	<input type="text" value="Please Select IPR Category"/>
Patent Details	<input type="text"/>	Title of Disclosure	<input type="text"/>
		Brief Description of the Disclosure	<input type="text"/>

previous Next



## Step 5. Upload document(s)

- Click  button to add more fields and browse file to be uploaded.
- Click  button to remove any files.
- Click next to proceed.



Intellectual Right Application Form

1 Part 1: Identification  
Information about the principal and its co-participant

2 Part 2: Description of IPR  
Title, Field and Description

3 Part 3: List of Document(s)  
Document Attachment

4 Part 4: Source of Research Project(s) resulting of this invention  
Research Project, R&D Status, Patent Search, Marketing, Inquiries

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### List of Attachment

 \* Note: Minimum 1 file, 1MB/file and file type of image, words and pdf is allowed

Description of File	Attachment Upload (Kindly attach each document separately)
<hr/>	<hr/>

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Save as Draft Submit



## Step 6. Source of Research Project resulting to the invention

- Fill in all required fields
- Click next to proceed.

Intellectual Right Application Form 🔍 🔄 ⌵ ✖

**1** Part 1: Identification

Information about the principal and its co-participant

**2** Part 2: Description of IPR

Title, Field and Description

**3** Part 3: List of Document(s)

Document Attachment

**4** Part 4: Source of Research Project(s) resulting of this invention

Research Project, R&D Status, Patent Search, Marketing, Inquiries

**5** Part 5: Declaration

Applicant Declaration

### Part 4: Source of Research Project(s) resulting of this invention

Project ID

Project Title

R&D Status Checklist

Item	Status
R&D Completed	<input type="checkbox"/>
Prototype Available (if applicable)	<input type="checkbox"/>
Field Test/Clinical Trial (if applicable)	<input type="checkbox"/>

Have you exposed this invention to any medium of publicity?   
i.e. submitted for publication, participated in exposition, presentation etc

If yes, please specify the date  📅

Have you done any patent search for prior art of your invention?

If yes, please specify the keyword search and type of databases been used

Please state if there is any inquiry on the invention from the industry

if yes, please specify and state name of the interested party

Can this invention be exploited for commercialization directly, or does it need further development?

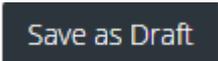
Please name rival invention(s) that already in the market

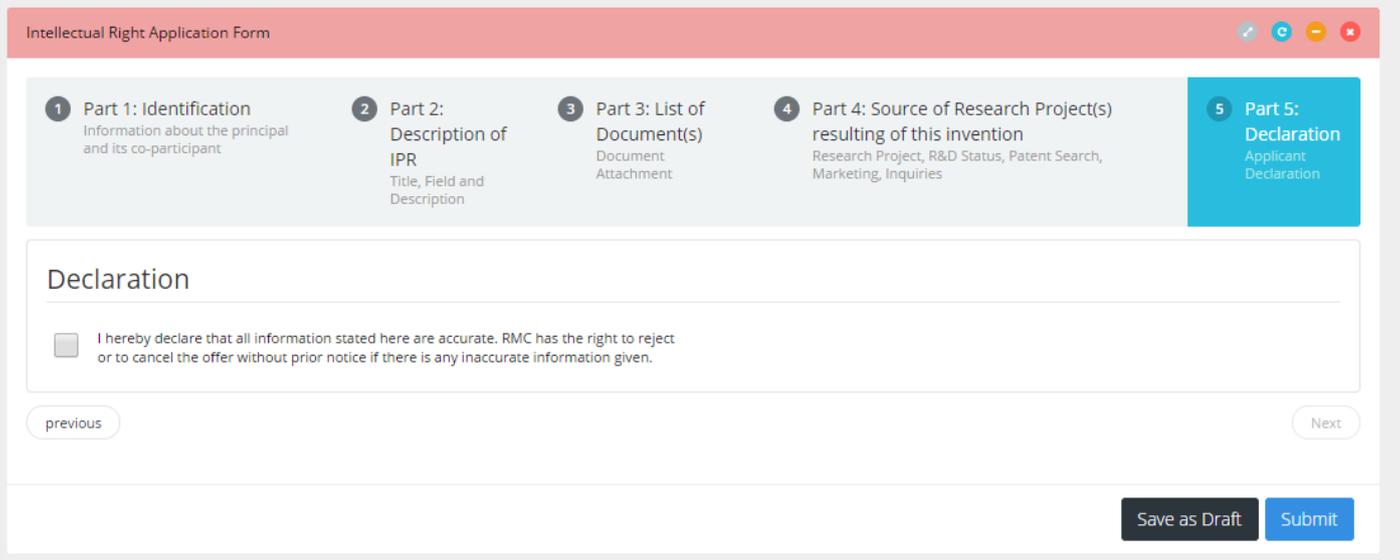
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Next

Save as Draft
Submit



## Step 7. Save as Draft or Submit Application

- Click  button to save application and edit later.
- Check on checklist like shown below.
- Click  button to submit application for approval process.



Intellectual Right Application Form

1 Part 1: Identification  
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Declaration

I hereby declare that all information stated here are accurate. RMC has the right to reject or to cancel the offer without prior notice if there is any inaccurate information given.

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Save as Draft Submit