



# Dar al-Hikmah Library

## COPYRIGHT DISCLOSURE FORM

### Copyright Unit

Tel: 03-6421 3826 / 3866 Fax: 03-6421 4855 email: crlib@iium.edu.my

*Kindly disclose your invention through this Copyright Disclosure Form for Intellectual Property (IP) Protection and Registration.*

### PART 1: IDENTIFICATION

#### 1. Principal Inventor Identification

<b>NAME OF PRINCIPAL INVENTOR &amp; STAFF NO.</b>	
<b>IC / PASSPORT NO.</b>	
<b>DEPARTMENT &amp; KULLIYAH</b>	
<b>CORRESPONDENCE ADDRESS</b>	
<b>EMAIL</b>	
<b>OFFICE TEL. NO. &amp; H/P TEL. NO.</b>	

**IMPORTANT REMINDER: -**

*Please state the details of the inventor/originator/co-inventor(s) in Attachment 1.*

Intellectual Property (IP) (Please tick <input type="checkbox"/> in the box)	Sub Type (Please tick <input type="checkbox"/> in the box)
<input type="checkbox"/> Copyright	<input type="checkbox"/> Literary <input type="checkbox"/> Musical <input type="checkbox"/> Artistic <input type="checkbox"/> Film <input type="checkbox"/> Sound <input type="checkbox"/> Others
Definition	Duration of Protection
Copyright is the exclusive right to control creative works created by the author, copyright owner and performer for a specific period governed under the Copyright Act 1987.	- <i>Literary, Musical or Artistic Works</i> 50 years after the death.  - <i>Film, Sound Recordings and Performer</i> 50 years from the work was published.  - <i>Broadcasts</i> 50 years from which the broadcasts was first made.
Notes	Works Eligible for Copyright <ul style="list-style-type: none"> <li>• literary works;</li> <li>• musical works;</li> <li>• artistic works;</li> <li>• films;</li> <li>• sound recordings;</li> <li>• broadcasts; and</li> <li>• derivative works</li> </ul>

**PART 2: DESCRIPTION OF DISCLOSURE**

**1. Title of disclosure**

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**2. Brief Description of the Disclosure**

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**3. Usage of the Disclosure**

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**4. Please attach the document below (Please tick  in the box if attached)**

<input type="checkbox"/>	Detail backgrounds, description, and the document file.
<input type="checkbox"/>	The originality report by plagiarism software ( <i>TurnItIn</i> ) for manuscript (Only originality report with green range (1-24%) will be considered)

**5. Date of document fixation / first created**

----- (DD) / ----- (MM) / ----- (YYYY)

**PART 3: SOURCE OF RESEARCH PROJECT(S) RESULTING TO THIS DISCLOSURE**

**1. Funded Project**

No.	Fund Type	Project Code	Start / End	Fund Amount	Fund Allocation of IP
0	Sample: IRPA / FRGS / SF/ TF/ RIGS /	01-03-06-SF1001	31/07/2015 - 30/06/2017	RM 254,000.00	RM 20,000.00

**2. Obligation to Funded Project**

Do you have any obligation to the funded project e.g. Disclosure of IP, commercial grant of rights (option/license) ?

Yes
  No

**If Yes, please specify any obligation to the funder**

**3. Project Cost Estimation**

*Please estimate the cost leading to the invention (for sample, please refer to Attachment 3)*

Vote	Items Details	Estimated Cost (RM)	Source of Fund	Notes
Wages / Cost of RA				
Travel and Transportation				
Rentals				
Research Materials Supplies				
Modifications and Repairs				
Special Services				
Equipment and Accessories				
<b>Total</b>				

**PART 4: COMMERCIAL POTENTIAL**

**1. Please circle (O) the stage of the disclosure**



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

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**3. If there is commercial potential, please do initial competitor analysis as per Attachment 2.**

Attachment 2 (Initial Competitor Analysis)

**4. Please state if there is any inquiry on the Invention from the industry.**

Yes       No

**If Yes, please specify and state the name of the interested party.**

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**PART 5: DECLARATION AND RECOMMENDATION**

**DECLARATION**  
**(Please tick  $\checkmark$  in the box)**

- I have discussed this intellectual property with the Head of Research representative for my Kulliyah
- I have discussed the content of this intellectual property disclosure and obtained consent for its submission with my co-inventor/s and co-contributor/s
- I understand that the assignment of the Intellectual Property Right to International Islamic University shall follow IIUM Policies and Guidelines for Intellectual Property Rights and Commercialization
- I promise to work with Dar Al-Hikmah Library/assigned expert/agents to complete the full registration of my intellectual property
- I declare that this disclosure is an original work and belongs to the undersign and the listed inventor, and I/We will be responsible for any infringement

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Signature of Principle Inventor

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Date

**RECOMMENDATION OF THE**  
**HEAD OF RESEARCH**

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Signature and name of the approving authority

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Date

### Attachment 1: List of Inventors and Co-Inventors

Name & Staff No./Matric No.	Department & Kulliyah	Type	No. of Man Hours Spent	Contribution %	IC/ Passport No.	Nationality	Address	Tel No	Signature
<i>Sample: Name of Inventor/Co-Inventor/Investigator/Co Investigator/Contributor &amp; Staff No./Matric No.</i>	<i>Department &amp; Kulliyah (Biotechnology, KOE)</i>	<ul style="list-style-type: none"> <li>• <i>IUM Faculty (Title and grade)</i></li> <li>• <i>IUM Staff (Title and Grade)</i></li> <li>• <i>Student (Undergrad/ Grad/ Post Grad/Post Doc)</i></li> <li>• <i>Ex-Student/Non IUM (Please state University/Industry)</i></li> </ul>	<i>Total man-hours spent on the invention</i>	<i>% Share of the royalty if the IP is to be commercialized</i>					
<b>Total</b>				<b>100%</b>					

## Attachment 2: Initial Competitor Analysis

*Only for Invention that has potential commercialization*

Product Name	Manufacturer/Producer	Model	Competitor Price	Product attributes	Comparison to the disclosed IP
<i>Sample: Payung ACME</i>	<i>ACME</i>	<i>ACME 123</i>	<i>RM 2,000</i>	<i>A fire protection umbrella, which comprises a fire-proof umbrella cover coated with fire retarding paint and fully covered with ceramic elements or ceramic wafers. A flash light is attached to the handle of the umbrella to produce light. A hood is attached to the bottom of the umbrella cover to cover one's head on an emergency. The umbrella ribs may be bound up with the shaft of the umbrella frame by a cord to prevent the umbrella cover from collapse in counter direction so that the umbrella may be used as a parachute to help one escape from a high-raised building.</i>	

### Attachment 3: Sample Project Cost Estimation

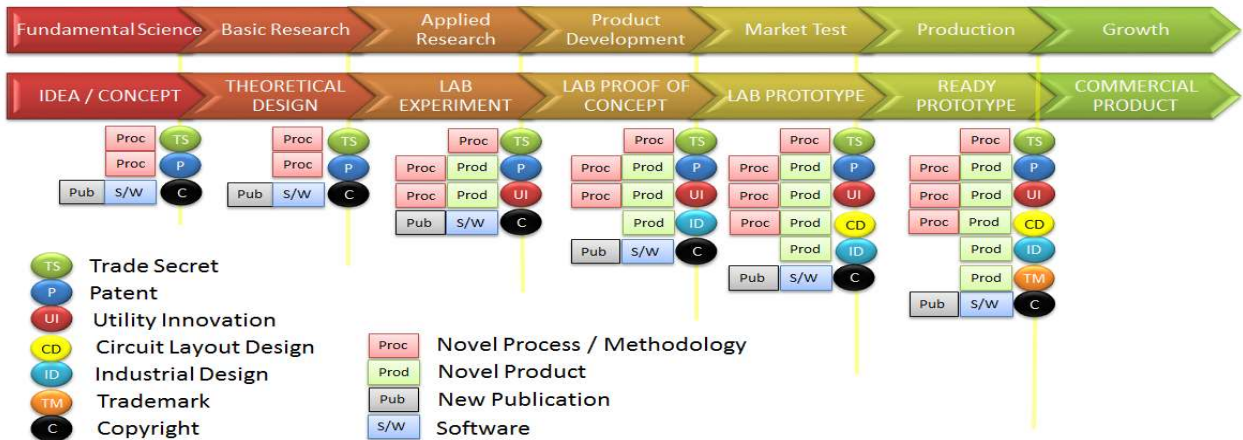
#### Project Cost Estimation

<b>Vote</b>	<b>Items Details</b>	<b>Estimated Cost (RM)</b>	<b>Source of Fund</b>	<b>Notes</b>
<b>V11000 Wages</b>	<i>Research Assistant</i>	<i>32,200</i>	<i>FRGS</i>	
<b>V21000 Travel and Transportation</b>	<i>Local and Overseas Travel</i>	<i>19,000</i>	<i>FRGS</i>	
<b>V24000 Rentals</b>	<i>Usage of EE Lab</i>	<i>15,000</i>	<i>IIUM Operating Expense</i>	<i>The use of Lab for 6 months</i>
<b>V26000 Research Materials and Supplies</b>	<i>Raw materials</i>	<i>20,000</i>	<i>FRGS, IIUM Operating Expense</i>	<i>Chemical and electronic parts</i>
<b>V28000 Modifications and Repairs</b>	<i>Spare parts replacement / Calibration</i>	<i>5,020</i>	<i>IIUM Operating Expense</i>	
<b>V29000 Special Services</b>	<i>External Lab charges/ Outsourcing/ External consultant</i>	<i>16,000</i>	<i>FRGS, IIUM Operating Expense</i>	
<b>V35000 Equipment and Accessories</b>	<i>New equipment</i>	<i>115,002</i>	<i>FRGS</i>	
<i>Total</i>		<b><i>RM 222,222</i></b>		



## IIUM Guideline for Intellectual Property Disclosure at various stage of R&D&C&I

*Please note that the graphical diagram is only a guideline of the stage to disclose Intellectual Property (IP) at IIUM. Actual disclosures and filing of IP may occur at any of the stage.*



### Technology Readiness Level (TRL)

TRL	Description
1	Ideation Basic Principles are observed and reported
2	Innovation begins Basic principles observed so practical applications can be formulated
3	Proof of Concept Analytical and laboratory studies are required to see if the technology is viable
4	Component Test Laboratory testing of the prototype component
5	Prototype construction Laboratory testing of the integrated system
6	Alpha Testing Prototype system demonstrated in an operational environment
7	Beta Testing Completed design tested in real environment
8	Certification Proven to work under its expected conditions and certified to be used
9	System Proven to be successfully function Ready for commercial deployment
9+	Product is launched commercially

### TPM Definition of TRL

<https://www.youtube.com/watch?v=in4TnQZGYj4>

## **Guideline: Format of work for copyright application**

### **PRINTED**

Document 1-25 pages	Printed or in softcopy/digital format
Document 26 pages and more	Prefer in softcopy /digital format

### **SOFTCOPY/DIGITAL FORMAT**

<b>Submit in CD-ROM only</b>	
<b>Work type</b>	<b>Format</b>
Literary	PDF, ZIP (Computer program)
Artistic	PDF/GIF/JPEG/PNG
Film	AVI/MPEG/MOV/MP4
Musical	MP3/WMV/PDF (MUSIC NOTES)
Sound	MP3/WMV

It is recommended that the work submitted for copyright application is in softcopy/digital format to expedite the filing process