


## Recording patents in Pure

<b>Who records patents?</b>	<ul style="list-style-type: none"> <li>• Research &amp; Valorisation takes care of adding the patents in Pure (by importing patents from Espacenet).</li> <li>• Researchers may also add patents.</li> <li>• Duplicate patents should be merged. (R&amp;V or UL)</li> </ul>
<b>Which publications?</b>	<ul style="list-style-type: none"> <li>• Only a published patent should be recorded in Pure.</li> <li>• Only <u>one</u> publication per patent family: <i>the first patent application</i>.</li> <li>• Other publications or additions can be requested from the patent database through R&amp;V.</li> </ul>
<b>When?</b>	<ul style="list-style-type: none"> <li>• <i>As soon as published in Espacenet, i.e. ultimately 18 months after first submission.</i></li> </ul>
<b>How?</b>	<ul style="list-style-type: none"> <li>• Import from online source: Espacenet or add manually:</li> <li>• Click  and choose patent</li> </ul>

### Choose submission

### Publication information ?

Original language \*

English ▼

Title of the contribution in original language \*

Subtitle of the contribution in original language

Abstract

Required fields are marked with a \*.

<p>Publication state </p> <p>Publication statuses and dates *</p> <p>Published <input type="text"/> Year * <input type="text"/> Month <input type="text"/> Day <input type="text"/> <input type="button" value="Current"/></p> <p><input type="button" value="Add publication status and date..."/></p>	<ul style="list-style-type: none"> <li>• <i>A patent is published ultimately 18 months after first submission.</i></li> <li>• Only published patents should be put in Pure as only published patents count in valorization indicators.</li> </ul>
<p>Inventors and affiliations </p> <p>Inventors *</p> <p>No persons or organisational units associated</p> <p><input type="button" value="Add person..."/> <input type="button" value="Add organisational unit..."/> <input type="button" value="Add group author..."/></p>	<ul style="list-style-type: none"> <li>• Add all researchers involved with the patent.</li> <li>• Researchers from external organizations should be added too.</li> </ul>
<p>Patent</p> <p>IPC (International Patent Classification) <input type="text"/> Patent number <input type="text"/></p> <p>Priority date <input type="text"/> </p> <p>Example: 21/10/2002</p> <p>Priority number <input type="text"/></p>	<ul style="list-style-type: none"> <li>• Patent number: starts with "WO".</li> <li>• Priority date (<i>of the first patent application</i>).</li> <li>• The two letter country code should be included.</li> </ul>
<p>Relations </p> <p>Research Output <input type="button" value="+"/></p> <p>Activities <input type="button" value="+"/></p> <p>Clippings <input type="button" value="+"/></p> <p>Equipment <input type="button" value="+"/></p> <p>Datasets <input type="button" value="+"/></p> <p>Projects <input type="button" value="+"/></p>	<ul style="list-style-type: none"> <li>• It is possible to create links between patents and publications, activities and press clippings.</li> </ul>
<p><b>Save for validation</b></p>	<ul style="list-style-type: none"> <li>• The submission has been created, and is now in the state of "Entry in progress". However further details can continually be added to the template, simply by reopening it.</li> <li>• When no further details can be added to the template, it must be send "For validation". The UL will verify the information.</li> </ul>

<b>Not published or retracted patents</b>	In Pure these patents should be saved as: <ul style="list-style-type: none"><li>• <b>Restricted</b> (restricted to Pure users) or</li><li>• <b>Confidential</b> (restricted to associated users and editors) in Pure.</li></ul>
<b>Who is in charge of which tasks?</b>	<ul style="list-style-type: none"><li>• Validation is done by the Library</li><li>• Research &amp; Valorisation department checks the patents</li><li>• The Faculty Pure Coordinator provides support in case of questions.</li></ul>