SOFTWARE DISCLOSURE FORM

**PLEASE PRINT CLEARLY OR TYPE\*\*\* SUBMIT VIA E-MAIL OR CAMPUS MAIL**

This Software Disclosure Form is an important legal document and care should be taken in its preparation. The information is submitted pursuant to OSU *Intellectual Property Policy 1-0202* and will be evaluated by the Office of Technology Commercialization to determine the degree of legal protection to be sought for the disclosed software and/or commercialization pursued. If you require assistance, please contact the Office of Technology Commercialization at (405) 744-5361. Downloadable copies of this form can be obtained from the Office of Technology Commercialization website at <https://cowboyinnovations.okstate.edu/for-innovators/agreements-and-forms.html>

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| **1.** | | **Title of the Software:** | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
|  | a) | | Is this disclosure related to any previous disclosure(s)? | | Yes | ☐ | No | ☐ |  |
|  | 1. If Yes, please list disclosure(s) here: | | | | | | | | |
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**2. Detailed description of the Software:**

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| **3.** | **Creator Information:** |  |
|  | Please provide complete information for all creators/authors of the software program (including every person who authored code used in the software). List the corresponding creator first. The corresponding creator will be the primary contact person for the Office of Technology Commercialization on all matters associated with this disclosure form. | |

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| Creator 1 (corresponding creator) | Name (first, middle, & last): |  | | |
| Campus Wide ID: |  | Citizenship: |  |
| Title/Position: |  | Department: |  |
| Work Address: |  | Work Phone Number: |  |
| Work Fax Number: |  | Email Address: |  |
| Home Address: |  | Home Phone Number: |  |
| Percentage of Contribution: |  |  |  |
| Describe the nature of this Creator’s contribution: | |  |  |
| Describe this Creator’s University duties and his/her relation to the Mobile App: [Note: If a Creator is not affiliated with the University, please explain his/her affiliation and relation to this app.] | | | |
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| Creator 2 | Name (first, middle, & last): |  | | |
| Campus Wide ID: |  | Citizenship: |  |
| Title/Position: |  | Department: |  |
| Work Address: |  | Work Phone Number: |  |
| Work Fax Number: |  | Email Address: |  |
| Home Address: |  | Home Phone Number: |  |
| Percentage of Contribution: |  |  |  |
| Describe the nature of this Creator’s contribution: | |  |  |
| Describe this Creator’s University duties and his/her relation to the Mobile App: [Note: If a Creator is not affiliated with the University, please explain his/her affiliation and relation to this app.] | | | |
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Expand as needed for additional Creators.

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| **4.** | **Stage of development of software:** | Concept |  | Prototype |  | Beta Testing |  | Ready to License/Use |  |

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| **5.** | **Date the development of the software began and was completed:** | |
| **6** | **Is your software an enhancement or derivative of previously developed software: Yes** ☐ **No** ☐ | |
|  | If yes, name the original software from which the derivative was created:  Do you have authorization to create the derivative works?  If Yes, please attach the documentation giving authorization or state the source of the authorization. | |
| **7.** | **Third Party Code**  Provide a list of all third party code or materials embedded in, accessed by, or otherwise used in the Software along with any associated license, consulting, or use restriction agreements. Please include all open source, free executable, public domain, library, and all other executable or source code not written by the Creators listed above. Include any third party code or materials with which the Software automatically links, executes, or integrates (even if not embedded in the App). Code and materials easily available for download and available without cost are NOT necessarily free. These codes and Materials may be restricted by licensing terms that must be reviewed and complied with. **All code and materials included in the software that were not developed by the Creators must be listed.**   |  |  |  | | --- | --- | --- | | Name of third Party Code or Material | Web link to download/access (if any) | License Agreement | |  |  |  | |  |  |  | |  |  |  | | |
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| **8.** | | **Software Specifications:**   |  |  | | --- | --- | | What Programing Language(s) were used to create the software? |  | | In what Operating Systems will the software work? |  | | Describe the hardware configurations(s) required to operate the software |  | | Describe any application/libraries needed for the proper function of the Software. |  | | Is it anticipated that the customer would need on‐going maintenance and support of the Software? |  | | Does the Software have a graphical user interface? |  | | Where is the source code located (disc, server, PC)? |  | | What is the URL of the project? |  | |

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| **9.** | Have you published or otherwise publicly disclosed this software? | Yes |  | No |  |
|  | List all the publications or disseminations of any aspect of the software including in the form of a thesis, abstract, poster, manuscript, and other presentations. A publication or public disclosure means a non-confidential disclosure to one or more individuals outside the University community. | | | | |
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|  | Provide copies of any such publications and describe below when, and in what manner (journal article, thesis, abstract, web post etc.), publication(s) occurred. Also include reference to any oral presentations made relating to the invention. | | | | |

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| **10.** | **Research Support:** Was this work performed in the course of work under a grant, contract, research collaboration agreement, or with the use of other University Funds as defined in the *Intellectual Property Policy*? | | | | Yes |  | No |  |
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|  | If yes, list the agency, patron, or collaborative partner below, and attach copies of the grant or contract documents. | | | | | | | |
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| Agency/Patron/  Collaborative Partner | | % of Contribution | Grant Number | OSU Account Number | | | | |
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| **11.** | Have any following agreements been entered into concerning the software or the underlying research? | | | | |
|  | a) Confidentiality agreements with any third party? | Yes |  | No |  |
|  | b) Any sponsored research or consulting agreement or other agreement with any third party relating to the field of the invention? | Yes |  | No |  |
|  | If you answered yes to any of the above questions, please provide details and attach a copy of the document.   |  |  |  |  | | --- | --- | --- | --- | | Company Name | Address | Contact Person/Title | Agreement Type | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | | | |

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| **12.** | **Commercialization Potential:** | | | | | | | | |
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|  | a) | Do you wish to publicly release the software under an open source license?  If yes, please explain the reasoning and specify the type of open source license under consideration. | | | | | | | |
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|  | a) | What are the potential commercial applications for the software? | | | | | | | |
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|  | b) | What additional research or development, if any, is needed to commercialize the software? | | | | | | | |
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|  | c) | What are the limitations that must be overcome prior to practical application? | | | | | | | |
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|  | d) | What are the advantages of the software versus present technologies? | | | | | | | |
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|  | e) | Please provide any available data or information on market potential/size. | | | | | | | |
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|  | f) | Are you thinking of a startup opportunity to commercialize this software? Yes ☐ No ☐ | | | | | | | |
|  | g) Do you have a potential licensee(s) or industry partner in mind? | | | | | Yes |  | No |  |
|  | If yes, please list: | | | | |  |  |  |  |
| Company Name | | | Address | Contact Person/Title | Phone/Fax/e-mail | | | | |
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| **13.** | **Export Control:** Oklahoma State University (OSU) has an obligation to implement an export control compliance program to reduce the risk of export control violations. All employees and students must be aware of and are responsible for the export control implications of their work and must ensure their activities conform to export control laws and regulations. There are severe institutional and individual sanctions for violations of export control laws and regulations, including the loss of research funding and export privileges, as well as criminal and civil penalties. It is important for the Office of Technology Commercialization to understand if the software that is the subject of this disclosure is controlled by export regulations. |

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|  | a) | Does this software include: | | | | | |
|  |  | i. | Information (including blueprints, drawings, photographs, plans, instructions, and documentation) pertaining to military or defense hardware or software? | Yes | ☐ | No | ☐ |
|  |  | ii. | Classified information? | Yes | ☐ | No | ☐ |
|  |  | iii. | Information covered by an invention secrecy order? | Yes | ☐ | No | ☐ |
|  |  | iv. | Military intelligence? | Yes | ☐ | No | ☐ |
|  |  | v. | Information related to satellites or other space-related technology? | Yes | ☐ | No | ☐ |
|  |  | vi. | Encryption software (in source code or object code)? | Yes | ☐ | No | ☐ |
|  |  | vii. | High-performance computing software (in source code or object code)? | Yes | ☐ | No | ☐ |
|  | b) | Are there any restrictions on publication of the information generated in the course of the underlying research beyond a brief review (up to 90 days) for intellectual property protection and/or inadvertent release of a third party’s proprietary information? | | Yes | ☐ | No | ☐ |
|  | c) | Are there any restrictions on participation in the underlying research by citizens of a foreign country (including students)? | | Yes | ☐ | No | ☐ |
|  | d) | Have you received information identified as export-controlled from a third party relative to this software or the underlying research? | | Yes | ☐ | No | ☐ |
|  | e) | Is the underlying research covered by an IBC (Institutional Biosafety Committee) protocol? | | Yes | ☐ | No | ☐ |
|  | f) | Do you have any other reason to believe that this software might be export-controlled? | | Yes | ☐ | No | ☐ |
|  | g) | If your answer to any of the foregoing questions is yes, please elaborate: | | | | | |

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| **14.** | **Creator(s) Signature(s):** |

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| In accordance with the OSU *Intellectual Property Policy 1-0202*, acceptance of which is required by University policy as a condition of employment, appointment, and/or enrollment with the University, I hereby assign and agree to assign all right, title, and interest in the software disclosed herein to the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, such assignment to include without limitation all copyrights and patents covering said software. I understand that if such software is determined to be a Personal Work by the University Intellectual Property Screening Committee or the President pursuant to the *Intellectual Property Policy*, the Board of Regents will return all right, title, and interest to the Creator(s). | | | | | |
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| Creator’s Signature: | |  | | Date: |  |
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| Creator’s Name (please type or print clearly): | | |  | | |
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| **15.** | **DEAN(S)/DIRECTOR(S):** | | | | | |
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| Signature of Dean/Director: | | |  | | Date: |  |
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| Name and Title (please type or print clearly): | | | |  | | |
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| Signature of Dean/Director: | | |  | | Date: |  |
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| Name and Title (please type or print clearly): | | | |  | | |
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| **16.** | Once **ALL** signatures have been obtained, submit completed form to:  Office of Technology Commercialization  Oklahoma State University  1201 S. Innovation Way Dr., Suite 210  Stillwater, OK 74074 |