TECHNOLOGY LIAISON OFFICE TRAINING MANUAL

1) The UTC Concept and Organization

2) Role Of The Technology Liaison Officer

3) Organization Of Technology Liaison Office

   - Charter Of Technology Liaison Office
   - UTC Computer Program Flow Chart
   - TLO Secretary's Handbook
   - Forms

4) Promotion On Campus

   - Inventor Incentive Plan
   - Disclosure Promotion Procedures

5) The Disclosure Process

   - Completion Of The Disclosure Form
   - Interview With Faculty Member
   - Preparation Of The Executive Summary
   - Preparation Of The Technical Package
   - Interacting With Your Patent Attorney; Patent Opinions And Filing Applications

6) The Marketing Process

   - UTC Procedure
   - On Campus Visits
   - Licensing; The TLO's Role
   - TLO Follow-Up On R&D Contracts

7) Background Documentation