

What is the Inventor Portal?

The PCI Inventor Portal is an added client service feature of PCI that provides increasingly streamlined online invention disclosure capability, as well as expanded transparency and relevant data access to faculty inventors for their technology portfolios.

Who can use Inventor Portal?

Faculty, staff and students can now use the Inventor Portal to submit disclosures and track the status of their inventions within PCI in real-time.

What can I do on the Inventor Portal?

Portal users will have 24/7 access to a secure website to do the following:

- Create, edit and submit invention disclosures online;
- Check the status of submitted invention disclosures; and
- Check the status of all patent applications on which they are listed as an inventor.

How do I sign up?

To sign up please go to: <https://inteum.pci.upenn.edu/inteumweb/inventorportal> and request an account

What if I need additional help?

For more information or questions about how to sign up please contact:

Michelle McSorley, mcsorlem@upenn.edu or 215-898-9273.

PCI would be happy to come and demonstrate the Inventor Portal to your school or department, as well as provide an update on PCI's service model.

To arrange a presentation please contact:

Kat Hinkel at khinkel@upenn.edu



Navigating the Portal

Dashboard Tab – The “dashboard” tab provides an overview of your recent activity on the portal.

Disclosures Tab – The “disclosures” tab is where you can view your existing disclosures and their status (“Review Stage” - draft, submitted, and/or approved).

Add New Disclosure Tab – The “add new disclosure” tab is where you will begin the disclosure process and complete the invention disclosure form.

Edit Profile Tab – The “edit profile” tab contains your contact record information as it exists in PCI records. This tab should be updated at first log-in and as your contact information changes.

FAQs

What is the difference between the disclosure types?

The “Invention Disclosure Form” is the full disclosure form as it exists in the portal. The “Invention Disclosure Short Form” has fewer fields to be completed but the expectation is that a completed word version of the full disclosure form will be attached under the “Documents” section of your portal submission.

What is the difference between the “Disclosure ID” and “Tech ID”?

The “Disclosure ID” is the number assigned to the portal submission, i.e. Web_499999. The “Tech ID” is the number assigned to the disclosure once it’s been approved, i.e. 15-0000.

What is the difference between a “Subscriber” and “Inventor”?

A “Subscriber” is someone other than an inventor that you would like to have access to the information on the new disclosure, for example a business administrator or assistant. An “Inventor” for the purposes of the portal is anyone you feel has made an inventive contribution to the invention being disclosed. *If a patent application is filed inventorship will be determined by outside legal counsel.

What kind of patent information is available?

If patents have been filed on your disclosure you will be able to view the application type, serial number, file date, patent number, issued date, and status.

