Now updated! Your plain-English guide to intellectual property essentials including the latest on changing patent laws

Patents, Copyrights & Trademarks

2nd Edition

Bonus CD Includes

amendments Example patents

> Henri Charmasson John Buchaca Intellectual property attorneys

A Reference for the Rest of Us!"



Patents, Copyrights & Trademarks For Dummies[®], 2nd Edition

Table of Contents

Introduction

About This Book

Conventions Used in This Book

Foolish Assumptions

How This Book Is Organized

Part I: Corralling Your IP Assets: Intellectual Property Basics

Part II: Going for the Gold: Patenting Your Product

Part III: Asserting Your Copyrights

Part IV: Protecting Your Commercial Identity

Part V: Making Your IP Rights Work for You

Part VI: The Part of Tens

The CD-ROM

Icons Used in This Book

Where to Go from Here

Part I: Corralling Your IP Assets: Intellectual Property Basics

Chapter 1: Marshalling Your IP Tools

Defining Intellectual Property

<u>Assets</u>

<u>Rights</u>

Exploring the Patent Process

Obtaining a patent

Putting a patent to good use

Copyrighting Your Creations

Lassoing a copyright

Nailing the bad guys

Proclaiming Your Identity: Trademarks and Other Commercial Handles

Keeping It Under Your War Bonnet: Trade Secrets

Let's Make a Deal: Looking at Contractual IP Rights

Putting Your IP to Work at Home and Abroad

Chapter 2: Fencing In the Herd

Questioning Your Motives

Keeping your competitors at bay

Developing a new revenue source

Adding value to your business

Implementing an IP Program

Taking stock of your IP assets

Pinning down your trade secrets

Managing outsiders contributions

Covering copyrighted creations

Encouraging technological advances

Preserving identity and brand names

Developing contractual procedures

Chapter 3: Calling in the Cavalry and Picking Up the Tab

Getting the Help You Need

Identifying the right person for the job

Qualifying an IP professional

Unaccredited individuals and companies

Finding and Retaining an IP Professional

Staying within Your Meager Means

Assessing the costs

Managing the expenses

Doing it yourself

Paying the piper

Working with Foreign IP Professionals

Coordinating with Other Professionals

Chapter 4: Trade Secrets: Often-Overlooked IP Tools

Taking a Gander at Your Operation

Patenting or Secreting?

Safeguarding Your Trade Secrets

Creating a trade secret policy

Trying for limited disclosure

Understanding how loose lips sink secrecy

Part II: Going for the Gold: Patenting Your Product

Chapter 5: Understanding Patents and How They Work

Defining the Nature of the Beast

What your patent can do for your country

What your patent can do for you

Dissecting the Beast: Three Patent Types

Understanding the limits of your rights as a patent owner

Tracing a patent's life span

Checking Out the Mechanics: Specifications and Claims

Lining up a utility patent

Sketching out a design patent

Grafting a plant patent

Playing by the Rules: The Three-Part Patentability Test

Making yourself useful

Developing a novel approach

Avoiding the obvious

Making a list and checking it twice

Chapter 6: Testing the Patent Water Before You Dive In

Assessing What You Have

Defining the invention in writing

Qualifying the invention

Coming up with an inventor

Figuring out ownership

Selecting the filing entity

Making Sure that 10-Gallon Hat Is Right for You

Comparing the pros with the cons of the patent game

Exploring alternative routes

Starting Things Off on the Right Foot

Making a record of your invention

Using the disclosure document program

Be first in line

Chapter 7: Hoping It Ain't There: The Patent Search

The Preliminary Online Search: What Did We Do without the Internet?

Upping the Ante: The Professional Anticipation Search

Compelling reasons to do a professional search

Some valid reasons for skipping the professional search

Deciding whether a professional search is right for you

Getting a second opinion

Conducting Your Own "Professional" Anticipation Search

Looking for relevant prior art

Moving beyond keywords

Examining patent documents

Organizing and conducting the search

Giving yourself an opinion: Analyzing your search results

Looking at Other Patent Searches

Infringement search: Stepping on someone's toes

State-of-the-art search: What's the latest

Patent title search: Finding the owner

Chapter 8: Preparing Your Patent Application

Understanding the Patent Application

Choosing Between Formal and Provisional Applications

Making things formal

Starting with a provisional application

Going international

Deconstructing the Patent Application

Disclosing Your Invention in the Specification

Arguing Your Case for Patentability

Defining the problem

Laying out your solution

Giving a good example

Staking Your Claims

Mastering the mechanics of claims

Checking the various types of claims

Playing soothsayer

Following the grammatical rules

Compiling the record

Looking over the pro's shoulder

Chapter 9: Filing Your Patent Application

Packaging the Application

Application checklist

Showing all your cards

Asking for a break

Sending Your Application to the USPTO

Meeting Your Filing Deadlines

Keeping Your Application under Wraps

Advantages of publication

Disadvantages of publication

Asking for Special Status: Speeding Up Your Application

Special status based on age or health

The Accelerated Examination Program

Preparing and Filing Patent Applications

Provisional applications

Design patent applications

Plant patent applications

Wise Things to Do While You Wait

Entering a Continuation Application

Chapter 10: Wrestling with the Patent Examiner

Touring the USPTO

Consulting the golden book

Meeting your examiner and the art unit

Crying and other appeal routes

Clearing Initial Administrative Hurdles

Meeting the minimum requirements

Dealing with additional issues

Foreign filing licenses and secrecy orders

Splitting Up Is Hard to Do: Restricting the Application

Getting In on the Office Action

Overcoming a rejection for indefiniteness

Fighting a lack-of-utility rejection

Contesting a lack-of-novelty rejection

Challenging an obviousness rejection

Proving your invention is patentable

Showing your disclosure is enabling

Dodging a double-patenting decision

Presenting a timely, professional answer

Reviving an abandoned application

Reacting to a Final Rejection

Asking for an examination rerun

Meeting the examiner face to face

Getting Flagged for Interference

Initiating an interference

Determining priority of invention

Requesting a SIR

Chapter 11: Reeling In the Prize: Getting Your Patent Issued

Getting the Green Light

Reviewing your patent strategy one last time

Signing the check and requesting copies

Put Down the Champagne: Taking Corrective Action

Dealing with Defective Patents

Combing over common errors

Preparing the reissue application

Submitting to Reexamination

Distinguishing reexamination from reissue

Kicking things off

Selecting the relevant prior art material

Prosecuting the reexamination

Deferring to others' intervening rights

Changing the Names of the Inventors or Assignees

Remembering to Pay Maintenance Fees

Marking Your Widgets with the Patent Number

Part III: Asserting Your Copyrights

<u>Chapter 12: If It's Got Style, You've Got Copyrights</u> <u>Getting to Know the Copyright</u> <u>Defining an Original Work of Authorship</u> Fixed creation of the mind

Substantive and nontrivial mental activity

A non-functional creation

An original work

Determining What Is Copyrighted and What Isn't

Copyrighting categories

Works without copyright protection

The Scope of Copyright Protection

Just the facts, ma'am

Unlocking the flow of ideas

Separating facts from expressions in computer programs

So What Does a Copyright Do for Me?

Reading your rights

Knowing your limitations

Chapter 13: Untangling Ownership Issues

Making Sure You Own the Copyright

You and your associates

Work made for hire: When the creator isn't the author

Changing the Owner: Transferring Interest in a Copyright

Knowing when to assign

Drafting a binding assignment agreement

Investigating the Status of a Copyright

Chapter 14: Giving Your Copyright Fangs

Making It Official: Registration

Timing is everything: When to register

Finding and Filling Out Forms

Handling multi-category works

Avoiding common mistakes

Depositing Copies of the Work

Meeting the deposit requirement with your application for registration

Formal deposit of the best edition

Filing your application online

Marking Your Copyrighted Work

Formatting the copyright notice

Placing the notice

Getting Help from Uncle Sam

Recording Copyright Documents

Part IV: Protecting Your Commercial Identity

Chapter 15: Flashing Your Badge

A Commercial Identifier Inventory

Marking a product

Identifying a service

Naming a company

Occupying multiple domains

Putting Commercial Identifiers to Work

Promoting your product or service

Protecting your product or service

Creating a new source of income

Testing the Legal Strength of Commercial Identifiers

Working toward distinctiveness

Avoiding the likelihood of confusion

Chapter 16: Coining the Next Household Name

Marketing Power: Components of Good Commercial Identifiers

A blueprint for building a commercial identifier

Dissecting success stories

Trying the Tricks of the Trade

Defining the message

Using your imagination

Devising a commercial

Playing the scale of name-coining options

Avoiding the Seven Deadly Sins

<u>Platitudes</u>

<u>Pride</u>

Puffery

<u>Plagiarism</u>

Scarecrows, skeletons, and scatology

Chapter 17: Searching for Name Availability

Practicing Prudence

What an availability search is not

Reasons for doing an availability search

Defining the Scope of Your Search

Assessing your choice of identifier

Setting boundaries

Carrying Out Your Search

On the Internet

In the USPTO database

At state trademark registers

Through private database services

Using foreign searches

Analyzing the Results

Determining likelihood of confusion

Putting it all together

Chapter 18: Establishing and Registering Your Commercial Identifier

Gaining Exclusive Rights to a Commercial Identifier

Registering Your Commercial Identifier

Establishing eligibility

Putting your intentions to good use

Preparing Your In-Use or ITU Application

Warming up with the TEAS wizard

Providing applicant info: Defining the owner

Defining the mark

Classifying and identifying your goods or services

Signing and filing the application

Pushing Your Application Through the USPTO

Passing (or failing) the examination

Getting published and dealing with opposition

Receiving the USPTO's seal of approval

Completing the ITU process

Appealing an adverse decision

Facing cancellation

Making your mark and registration incontestable

Renewing your registration

Losing Your Commercial Identifier

Part V: Making Your IP Rights Work for You

Chapter 19: All Abroad: Protecting Your IP Rights in Other Countries

Pros and Cons of International Patents

Counting the ways: Why file abroad?

Adding it up: Is it worth the money?

Making the decision

Basic Rules of Filing for Foreign Patents

Where Should You File?

The typical approach to foreign patents

Filing under the Paris Convention

Multinational patent applications

Filing under the European system

Filing under the PCT

What's a Utility Model?

Filing for Design Protection Abroad

Protecting Your Plant Overseas

Protecting Your Mark Abroad

OHIM, why bother?

Let's all go to Madrid virtually

Chapter 20: Making 'Em Pay: Licensing Your IP Rights

Types of Licenses

Inspecting Basic Elements of a License

Defining IP assets and rights

Granting permission to use your IP

Getting paid: Remuneration

Reporting

Trademark licenses

Assigning Rather than Licensing

Getting Down to the Government Stuff

Recording your document

Considering tax advantages

Avoiding illegal entanglements

Adopting a Licensing Strategy

Making Beautiful Music Business

Performing licenses and royalties

Mechanical licenses and royalties

Synchronization licenses

Chapter 21: Catching Them Rustlers (Infringers)

Determining Infringement

Violating a copyright

Imitating a commercial identifier

Running afoul of a patent

Misappropriation of a trade secret

Stopping Infringement Cold

Taking the high road and going for broke

Taking advantage of special remedies

Threatening litigation

Negotiating a compromise

Enforcing your IP rights abroad

Part VI: The Part of Tens

Chapter 22: Ten Most Common IP Misconceptions

I can apply for a patent by filling out a form and sending it to the USPTO

I must file an application to obtain a copyright or a trademark

IP is for creative people, not for a storefront operator like me

IP rights are not worth the cost

An exclusive IP right is a ticket to expensive litigation

One IP right is all I need

Minor outside contributions don't matter

A handshake is the best of all agreements

I must wait for that ribbon-sealed document before starting business

With patent pending or in hand I can raise money for a share of future returns

Chapter 23: Ten Patent Application Pitfalls

Choosing a utility patent when other protection fits the bill

Filing when you can't afford it

Going it alone

Concealing the past

Showing your hand

Naming a non-inventor

Disclosing too little

Disclosing too much

Bragging

Waiting too long

Chapter 24: Ten Practical Copyright FAQs

<u>I created a dance routine for my school play — is it covered by a copyright?</u>

<u>I coined a campaign slogan for the next election — can I copyright it?</u>

<u>I have an idea for a TV show — how do I get it copyrighted?</u>

How much of a copyrighted work can I copy without infringing the copyright?

I'm designing a Web site — can I use graphics copied from a magazine?

Can I use a popular song in a video clip of my dog to send to "America's Funniest Animals"?

<u>I'm a teacher — can I copy a page from a book and give the copies to my students?</u>

How long does a copyright last?

Where can I get permission to copy a protected work?

Can I protect software with a copyright and a patent?

Chapter 25: The Ten Worst Naming Blunders

Using your family name

Mimicking another company's brand

Describing your product or service

Having brainstorming sessions

Holding a naming contest

<u>Ignoring the customer</u>

Creating technobabble

Choosing availability over exclusivity

Relying on the logo

Leaving your mark unprotected

Appendix: How to Use the CD-ROM

A. IP resources

B. Patent documents

C. Trademark registrations

D. Legislation

E. Samples of prosecution files

F. Application worksheets

Applications

Patents, Copyrights & Trademarks For Dummies, ® 2nd Edition

by Henri Charmasson and John Buchaca



Patents, Copyrights & Trademarks For Dummies,® 2nd Edition

Published by Wiley Publishing, Inc.

111 River St. Hoboken, NJ 07030-5774 www.wiley.com

Copyright $\ensuremath{\mathbb{C}}$ 2008 by Wiley Publishing, Inc., Indianapolis, Indiana

Published simultaneously in Canada

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, scanning, or otherwise, except as permitted under Sections 107 or 108 of the 1976 United States Copyright Act, without either the prior written permission of the Publisher, or authorization through payment of the appropriate per-copy fee to the Copyright Clearance Center, 222 Rosewood Drive, Danvers, MA 01923, 978-750-8400, fax 978-646-8600. Requests to the Publisher for permission should be addressed to the Permissions Department, John Wiley & Sons, Inc., 111 River Street, Hoboken, NJ 07030, (201) 748-6011, fax (201) 748-6008, or online at <u>http://www.wiley.com/go/permissions</u>.

Trademarks: Wiley, the Wiley Publishing logo, For Dummies, the Dummies Man logo, A Reference for the Rest of Us!, The Dummies Way, Dummies Daily, The Fun and Easy Way, Dummies.com, Making Everything Easier!, and related trade dress are trademarks or registered trademarks of John Wiley & Sons, Inc. and/or its affiliates in the United States and other countries, and may not be used without written permission. All other trademarks are the property of their respective owners. Wiley Publishing, Inc., is not associated with any product or vendor mentioned in this book.

Limit of Liability/Disclaimer of Warranty: The publisher and the author make no representations or warranties with respect to the accuracy or completeness of the contents of this work and specifically disclaim all warranties, including without limitation warranties of fitness for a particular purpose. No warranty may be created or extended by sales or promotional materials. The advice and strategies contained herein may not be suitable for every situation. This work is sold with the understanding that the publisher is not engaged in rendering legal, accounting, or other professional services. If professional assistance is required, the services of a competent professional person should be sought. Neither the publisher nor the author shall be liable for damages arising herefrom. The fact that an organization or Website is referred to in this work as a citation and/or a potential source of further information does not mean that the author or the publisher endorses the information the organization or Website may provide or recommendations it may make. Further, readers should be aware that Internet Websites listed in this work may have changed or disappeared between when this work was written and when it is read.

For general information on our other products and services, please contact our Customer Care Department within the U.S. at 877-762-2974, outside the U.S. at 317-572-3993, or fax 317-572-4002.

For technical support, please visit <u>www.wiley.com/techsupport</u>.

Wiley also publishes its books in a variety of electronic formats. Some content that appears in print may not be available in electronic books.

Library of Congress Control Number: 2008930832

ISBN: 9780470507704

Manufactured in the United States of America

(P) Willer

About the Authors

Henri Charmasson is an attorney with a 35-year career in the field of intellectual property (IP) law. He has been a naming adviser to major corporations. Henri is also an inventor with his name on 15 U.S. patents and an entrepreneur who sits on the board of several small business corporations. In his early engineering career, Henri designed computer hardware. Henri has authored several articles and delivered lectures on patent, copyright, trademark and trade secret topics, and written an authoritative treatise about the art of naming companies and branding new products. Born, raised, and educated in sunny Provence, France, he's found in California the ideal place to exert his enterprising spirit.

John Buchaca, also an Intellectual Property law attorney, is a former software engineer and occasional inventor, and has worked with Henri for more than 15 years. Indeed, when Henri wrote the first edition of this book, John regarded himself as the "first dummy." Before becoming a lawyer, he worked in ocean acoustics analysis and modeling and computer programming. His undergraduate degree is in applied mathematics. But his highest claim to fame (according to Henri) is to be married to Henri's daughter and to be the father of two of Henri's grandchildren. He lives in San Diego, California where he is a partner at Charmasson, Buchaca & Leach, LLP, an IP law firm.

Dedication

To Marcia and Mari

Authors' Acknowledgments

Thanks to our editorial team and particularly to our project editor, Corbin Collins, who tactfully coached us into expressing many arcane legal principles in limpid prose.

Publisher's Acknowledgments

We're proud of this book; please send us your comments through our online registration form located at <u>http://dummies.custhelp.com</u>. For other comments, please contact our Customer Care Department within the U.S. at 877-762-2974, outside the U.S. at 317-572-3993, or fax 317-572-4002.

Some of the people who helped bring this book to market include the following:

Acquisitions, Editorial, and Media Development

Project Editor: Corbin Collins

(Previous Edition: Mike Baker)

Acquisitions Editor: Tracy Boggier

Copy Editor: Corbin Collins

(Previous Edition: Laura Peterson)

Editorial Program Coordinator: Erin Calligan Mooney

Technical Editor: Michelle Falkoff

Media Development Producer: Jenny Swisher

Editorial Manager: Jennifer Ehrlich

Editorial Supervisor and Reprint Editor: Carmen Krikorian

Editorial Assistants: Joe Niesen, David Lutton, Jennete ELNaggar

Cover Photos: © Comstock

Cartoons: Rich Tennant (<u>www.the5thwave.com</u>)

Composition Services

Project Coordinator: Kristie Rees

Layout and Graphics: Carl Byers, Christin Swinford, Abby Westcott

Proofreaders: Melissa Bronnenberg, Bonnie Mikkelson

Indexer: Potomac Indexing, LLC

Publishing and Editorial for Consumer Dummies

Diane Graves Steele, Vice President and Publisher, Consumer Dummies

Kristin Ferguson-Wagstaffe, Product Development Director, Consumer Dummies

Ensley Eikenburg, Associate Publisher, Travel

Kelly Regan, Editorial Director, Travel

Publishing for Technology Dummies

Andy Cummings, Vice President and Publisher, Dummies Technology/General User

Composition Services

Gerry Fahey, Vice President of Production Services

Debbie Stailey, Director of Composition Services

Introduction

Welcome to Patents, Copyrights & Trademarks For Dummies, 2nd Edition! We'll try to make your visit as pleasant and enlightening as we can.

In our technology-driven world, intellectual property (IP) represents the major asset of most business enterprises. If the phrase *intellectual property* leaves you puzzled, this book will help you navigate its reefs and shoals and show you how to acquire and protect your share of this form of wealth.

Have you always thought you might be the next Thomas Edison or Danielle Steele? Has your company recently developed a bold new corporate logo or motivating trademark? Perhaps you're thinking of a new concept in software, one that can revolutionize the entire world of cybernetics. Or maybe you've just dreamed up the latest in "latest things" — something to rival the iPod or camera phone.

If so, you've come to the right place because having the great idea, creating a magnificent work of art, or starting the next fad is only the first step to cashing in on your creativity and hard work. Next up is protecting your intellectual property. But, obviously, you know that. You've been enticed to pick up this book (and buy it, we hope) by those three not-so-little words: patents, copyrights, and trademarks. We're guessing you want to find out more about these matters. Well, you're about to find out all you need to know (but were afraid to even think about). You're entering the exciting world of IP rights. Well, maybe the term *exciting* is pushing things a bit, but give us a break, we're IP attorneys after all.

About This Book

In this book we explain, in layman's terms, the basic nature, function, and applications of intellectual property (IP) rights, including how you can acquire and wield them effectively against your competitors, or exploit them lucratively through licensing agreements and other rewarding schemes. Each of the main types of IP protection — patents, copyrights, and trademarks — is covered in its own complete part. We also dedicate a chapter to the too-often overlooked subject of trade secrets.

After reading this book, you'll have a solid grasp of the processes involved in acquiring, registering, maintaining, and protecting the intellectual property rights due you and/or your company. You'll be able to make informed decisions and speak confidently with the IP professionals you meet along the way. And you'll have the tools and knowledge to take care of much of the work involved in the various research and registration processes.

However, this book is no substitute for legal advice from a specialized professional. When you deal with intellectual property and IP rights, you face many complex legal issues. There's only one definite answer to any legal question: *It depends.* So make sure that you have a competent professional advisor to guide you through the legal muck.

Note: Although the authors recommend that companies always prominently display their commercial identifiers (names and brands), preferably in bold, uppercase letters, to make them stand out and emphasize their legal status, for practical and aesthetic reasons, the publisher has

opted to follow the industry standard of spelling brand and trade names with their accepted, conventional spellings throughout this book. This usage should not detract readers from appreciating the importance of highlighting your marks and other commercial identifiers whenever they are used on signs or advertisements.

Conventions Used in This Book

We use the following conventions throughout the text to make things consistent and easy to understand.

New terms appear in *italic* and are closely followed by an easy-to-understand definition.

Bold highlights the action parts of numbered steps.

Sidebars — text enclosed in a shaded gray boxes — contain information that's interesting to know but not necessarily critical to your understanding of the chapter or section topic.

We regularly use the abbreviation *IP* to refer to intellectual property. It's one of those IP lawyer things we just can't shake.

Throughout the book, we provide *estimates* of fees you may run into in your quest to sew up your intellectual property. Many U.S. Patent and Trademark Office fees are changed at least once a year (usually in October), sometimes substantially. Fee estimates here are based on the most recent published fee schedule at the time of this writing. Failure to pay the full applicable fee can result in a missed deadline and lapse of your application, patent, or trademark registration. Always check the current fee schedule on <u>www.uspto.gov</u> before sending a payment.

When we use the term *you*, we are, of course, referring to you the reader. But for those tasks, jobs, and other assorted legal hoops where we advise you to consult an IP professional — and there are many of them — *you* often refers to both you and the professional.

Foolish Assumptions

In order to channel the sea of IP information into a single book that's helpful to you, we make a few assumptions about you, the reader. See whether one or more of these shoes fit:

You have a penchant for entrepreneurial adventure.

You're running a business. Even the smallest commercial enterprise, such as an outdoor coffee cart, can benefit by making intelligent use of IP creating an inspiring business name, for example.

You're a budding or accomplished sculptor, painter, playwright, choreographer, musician, or songwriter, or you're involved in some other type of artistic activity.

You're a writer, publisher, or computer programmer, or are in another profession that takes advantage of the products of your creative mind. You're a scientist, engineer, or inventor.

You're a college student considering a career in the field of IP law.

You're a business lawyer, executive, or middle manager and want to understand some aspects of IP rights.

If we've hit the mark with any of the previous descriptions, this book is for you.

How This Book Is Organized

Patents, Copyrights & Trademarks For Dummies, 2nd Edition, is organized so that you can easily access the information that you need. We've put the material in six parts, each with chapters related to a common theme. We now give you a preview of coming attractions. Projector, please.

Part I: Corralling Your IP Assets: Intellectual Property Basics

Part I talks about intellectual property and briefly describes how patents, copyrights, trademarks, trade secrets, and other IP rights safeguard your IP assets. We also include the basics of dealing with IP professionals, such as agents, attorneys, and examiners.