

**GUIDELINES FOR SUBMITTING PROJECT IDEAS/
PROPOSALS TO THE INTELLECTUAL PROPERTY (IP) PROJECT FEST**

1. Introduction:

Applicants with innovative project ideas are invited to submit their proposals to the IPR Cell for scrutiny, selection, and assistance in IPR filing.

2. Eligibility:

- **Individuals/Teams:** Both individual innovators and team projects are welcome*.
- **Innovation Level:** The project should introduce a novel idea, method, product, or process.
- **Feasibility:** Ensure the project is technically and economically viable.

*Principal/Co- Investigator could submit their projects/ideas by sending the project proposal/idea of the student members undersigned by the Faculty Mentor (Principal Investigator) from their respective department and HOD, to the official IPR Cell email address: iprcell@tkmce.ac.in on or before **15th November 2023**.

3. Proposal Submission:

- **Format:** Submit proposals in a structured format, including title, objective, methodology, potential impact, and expected outcomes.
- **Supporting Documents:** Include any preliminary data, prototypes, or proof of concept.
- **Confidentiality:** Ensure sensitive information is marked as “Confidential”.

4. Intellectual Property (IP) Considerations:

- **Originality:** Ensure the idea is original and has not been previously disclosed publicly.
- **Ownership:** Clearly define the ownership of the idea, especially for team projects.
- **IP Check:** Conduct a preliminary IP check to avoid infringement if possible.

5. Evaluation Criteria:

- **Innovation:** Degree of novelty and uniqueness.
- **Applicability:** Practicality and usability in the relevant field.
- **Market Potential:** Viability and potential for commercialization.
- **Social Impact:** Potential benefits to society or industry.

6. Scrutiny and Selection:

- **Review Process:** Proposals will be reviewed by a panel of experts based on a Presentation of 15 minutes.
- **Communication:** Applicants will be informed about the status/feedback via email.
- **Timeline:** Adhere to the communicated timeline for the presentation and review process.

7. Assistance in IPR Filing:

- **IPR Strategy:** Assistance in developing an IP strategy for the project.
- **Documentation:** Guidance in preparing documents for IPR filing.
- **Legal Support:** Access to legal advice for IPR-related matters.

8. Obligations:

- **Updates:** Keep the IPR Cell informed about any developments or changes in the project.
- **Acknowledgment:** Acknowledge the support of the IPR Cell in all communications and publications.
- **Reporting:** Report promptly when you are advised to present the project/idea.

9. Ethical and Legal Compliance:

- **Ensure adherence to ethical guidelines and legal norms throughout the project development and IPR filing process (if your project/idea) is shortlisted.**

10. Contact:

- For queries or assistance, contact the IPR Cell at iprcell@tkmce.ac.in or call [Mob: 9447244119, 80567 68676, 98099 79057].

Submission Deadline: 15-11-2023

Submission Portal/Email: iprcell@tkmce.ac.in

Note: Ensure to adhere strictly to the guidelines to facilitate a smooth evaluation process. Non-compliance or incomplete submissions may result in rejection.