



## D 1.4 IP Note



**Project no.** 644367

**Project acronym:** MY-WAY

**Project title:** Strengthening the web entrepreneurship ecosystem and the services offered across the chain of actors by actively engaging student networks and student entrepreneurship centres

**Instrument:** Horizon 2020 ICT-13-2014

**Start date of project:** 01.01.2015

**Duration:** 24 month

**Deliverable title:** D 1.4 IP Note

**Due date of deliverable:** Month 3

**Organisation name of lead contractor for this deliverable:** Europa Media (P1)

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**Dissemination Level**

PU	Public	X
CO	Confidential, restricted under conditions set out in Model Grant Agreement	
CI	Classified, information as referred to in Commission Decision 2001/844/EC	

**History**

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First version	23.03.2015	Sent to partners	PMB
Final version	30.03.2015	Sent to PMB for approval	Approved by PMB

\* PMB – Project Management Board



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 644367.



# Partnership



Europa Media Non-profit Ltd. (EM)



The London Association of Enterprise Agencies Ltd. (trading as Capital Enterprise) (CE)



Bar-Ilan University (BIU)



Sabanci University (SABU)



AEGEE European Students' Forum (Association des États Généraux des Étudiants de l'Europe) (AEGEE)



EU-Startups.com (EU-S)



National Association of College and University Entrepreneurs (NACUE)



European Confederation of Young Entrepreneurs (YES)

EUROPEAN CONFEDERATION  
OF  
YOUNG ENTREPRENEURS



EUCLID Network (EUCLID)



H-FARM Italia SRL (H-Farm)



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# Introduction

In order to follow-up the development of the results, their proper protection and ensure adequate exploitation, the following approach has been developed.

The Coordinator will monitor and manage Foreground IPR and its dissemination and exploitation. The project shall ensure that:

1. No intellectual property (IP) 'slips through the net' and remains unexploited;
2. No IP is disclosed to the public before it has been formally assessed and protected as appropriate and
3. The ownership of the IP is clearly defined.

EM created an Innovation Notification table (IP NOTE) available for all partners. Each educational material, project result, etc. notified through this IP NOTE table will be initially assessed by EM who will make recommendations to the Project Management Board (PMB) concerning the need for protection of each output. The PMB will decide on the appropriate protection strategy.

The IP Note is available on the Partner Area of the website of the project at: <http://mywaystartup.eu/>, and in the MY-WAY Dropbox folder. The access to these folders is password protected; only the consortium partners can see and edit the documents.



# IP Note Template

RESULT - INTELLECTUAL PROPERTY NOTIFICATION (IP NOTE)		
<b>Notified by:</b>	<b>Date:</b>	<b>Work Package</b>
<b>Title:</b>		
<b>Summary of the result achieved:</b>		
<b>Partners who developed the result and % of input (if relevant):</b> <i>e.g. based on number of hours/PMs spent on the deliverable</i>		
<b>Exploitation potential – IPR issues linked:</b>		
<b>Received by:</b>	<b>Date:</b>	
<b>Reviewed by the Coordinator and the Project Management Board - Conclusions:</b>		
<b>Action to be taken:</b>		
<b>Result:</b>		



# Actions related to IP Note

1. Each partners shall download the IP Note template.
2. Whenever a new result is developed in the project, the author of the result will have to fill in the IP Note and send it to the Coordinator.
3. The submitted documents will be checked by the coordinator and during the next PMB meeting the protection measures will be discussed.
4. In case protection shall be taken care of within a short timeframe, the coordinator will initiate making a PMB decision via e-mail or a teleconference.
5. The coordinator will monitor the submission of the IP Notes on all achieved results within the six-monthly internal reporting process.