

TRADEMARK FORMS, FILING & PROSECUTION FUNDAMENTALS

PREREQUISITE

Successful completion of IPParalegals' IPP101 and experience in a paralegal field is highly recommended.

SCHEDULE

- **DATES:** June 6 through June 23, 2016; Final exam on June 27, 2016.
- **DURATION:** 3 weeks | 6 classes | 12 hours + Final Exam*
- **DAYS:** Monday & Thursday evenings
- **TIMES:** 7:30pm - 9:30pm U.S. CST

REGISTRATION INSTRUCTIONS (Please read before registering.)

- Registration closes Sunday June 5, 2016 at 5:00pm U.S. CST.
- Go to <https://ipparalegalinstitute.webex.com>
- Click the "Click To Begin Registration" button on the right
- On the "Live Sessions" page:
 - select the "Upcoming" tab;
 - click the Register link for the desired course;
 - fill out the Registration Information section; then
 - click the Register button at the bottom.

NOTE: Upon submitting your registration, you will be contacted about meeting the course's prerequisites. Once it is determined that the course prerequisites are met, you will receive tuition payment instructions via email. Registration will be approved upon receipt of tuition payment.

OVERVIEW

The IPParalegal Institute's Trademark Prosecution Fundamentals Course TPF101ML is a live 3-week / 12-hour webinar course comprised of six 2-hour classes plus a week 4 final exam.

TPF101ML begins as a foundational course on trademark forms & filing, leading up to an intermediate study in Trademark prosecution. Upon successful completion, students will have been taught substantial fundamentals in filing and prosecuting trademark applications worldwide. Provided is a core understanding of what trademarks are, familiarity with numerous trademark filing forms & procedures, as well as pre-registration, registration and post registration processes.

Tuition is \$480.00 U.S. and encompasses registration; course materials; approximately 12 hours of live webinar instruction; 24x7 access to all recorded sessions up to the start of the final exam; graded homework; a live proctored 2-hour final exam and a Certificate of Specialized Study upon successful completion. Students who complete the entire course but do not meet its successful completion requirements will receive a Certificate of Attendance.

CANCELLATION POLICY:

Course tuition, less a \$25.00 handling charge per registration, will be refunded upon WRITTEN CANCELLATION received no later than one week prior to the start of the first class session. Cancellations received after this time will not be considered, and no refunds will be given. Attendee substitution for the course is permitted, though the new student will be required to register in full and must meet all prerequisites.

* = Mandatory for Certificate of Specialized Study students.

All information, schedules, descriptions, course contents and pricing, are subject to change without notice.

Lesson 1: What is a Trademark?

- Definitions
- PTO Web site
- What is a trademark?
 - Coined / Arbitrary / Descriptive / Generic marks
 - Principal vs. Supplemental Register
 - Surnames
 - Geographic marks
 - Differences between Trademark, Service mark,
 - Collective Mark and Certification Mark
- When can a mark be registered?
 - State vs. Federal
- Searching
- Good & services & classes
- Homework

Lesson 2: Trademark Applications

- ITU vs. Use
 - First Use & Use in Commerce
- Madrid Protocol & Foreign priority
- Parts of an application:
- Applicant
 - Who is the applicant?
- Statements
 - Use dates / Bona Fide intent to use
- Declaration
- Signature requirements
- Drawings
 - Block mark
 - Stylized
 - Design marks
- Homework

Lesson 3: Filing an Application

- Paper / TEAS / TEAS Plus
- Use vs. ITU
- Bibliographic information
 - Applicant (exact legal name and not "us name")
 - Entity type
- Dates of Use
 - First use and use in commerce
- Specimen
 - Goods vs. Services
- Signatory
- Homework

Lesson 4: Prosecution

- Filing Receipt
- Examination
 - Types of rejections
 - Disclaimers
 - Description of the mark
 - Amending to Supplemental Register or
 - Secondary Meaning
 - Responding to an Office Action
 - Due dates for response (Priority OA vs. Regular OA)
 - Examiner amendments
 - Final Office Actions
 - Options for Response
 - > Amendment to comply with Examiner's Requirements
 - > Appeals
 - Acceptance (Publication)
 - Homework

Lesson 5: ITU Prosecution

- Amendment to Allege Use
 - before publication
- Notice of Allowance & due dates
- Proving use & use requirements
- Statement of Use
 - Extensions of Time to File Statements of Use
- Divisional applications
 - Why, when and ramifications
- Homework

Lesson 6: Registration & Post Registration

- Certificate of Registration
- Correcting Certificate
- Declaration of use
- Declaration of incontestability
- Renewal
- Miscellaneous
 - Assignments & Recordation
 - Errors:
 - What can and can't be corrected + Examples
- Homework
 - Final Exam - Part 1
 - Study for Final Exam - Part 2

The IPParalegal Institute

445 E. FM 1382, Suite 3-704
Cedar Hill, Texas 75104
<http://www.ipparalegalinstitute.com>

Tele: 469.454.6096
Facsimile: 972.637.3200
administration@IPParalegalInstitute.com