



EMORY  
UNIVERSITY

OFFICE *of* TECHNOLOGY TRANSFER

## Internship Program

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*Gateway to Discovery, Innovation, and  
Products.*



## Program Basics

### What are the goals of the internship program?

- To provide opportunities for interns to gain exposure to the process of technology transfer, intellectual property, and contract negotiation, particularly in a university setting.
- To provide opportunities for interns to improve analytical and writing skills.
- To provide guidance on a potential career in technology transfer or a registered patent agent or attorney.

### What experience can I gain as an intern?

Each intern experience is different, and what each intern gets out of the program is strongly tied to what one puts into it. The Licensing Track internship will expose you to our core focus areas including: evaluation of new technologies, including scientific, market, and intellectual property research as well as legal contract negotiation and some experience with patent law. If you have a strong desire to pursue a career in patent law, you can apply to the Patent Track internship and work with one of the patent attorneys within the Emory Patent Group (EPG). Of course, if you are unsure of what you want to do, that's perfectly fine. Apply to the Licensing Track and we'll take it from there.

### What jobs can I get after my internship?

The office has a proven track record of providing valuable experience that has helped many interns go on to secure professional positions. You will be exposed to a range of activities and gain valuable skills that can be applied in several career paths. OTT staff are committed to assisting you find a profession that is right for you. Previous interns have gone on to pursue careers in a wide range of fields like technology transfer, patent law, consulting, medical writing, and banking. In fact, some interns have even found permanent positions within OTT.

## Application Process

### What are the qualifications for the internship program?

- Have a minimum of a bachelor's degree in a life science, physical science and/or engineering
- Written and verbal fluency in English
- Must be pursuing or have received an advanced degree in law, science or engineering
- Have an interest in intellectual property or technology transfer as a career goal


### Will I need my advisor's permission to participate in the program?

Yes, OTT wants to ensure that both interns and their supervisors understand the time commitment and requirements of the program.

### When should I apply?

#### *Licensing Track*

Admission for the licensing track is cohort-based. Recruitment happens in early summer and requires an application and interview. The start date for each cohort is typically late August.



### *Patent Track*

Admission for the patent track is fixed by semester. Apply by July 15<sup>th</sup> for the fall semester, December 15<sup>th</sup> for the spring semester, and April 15<sup>th</sup> for the summer semester.

## **Program Commitment**

### **What is the time commitment?** *Licensing Track*

Interns are required to commit to at least nine months of volunteer service, working 8-10 hours each week.

### *Patent Track*

Interns are required to work at least 5-10 hours per week during the fall, spring, or summer semester. The rotation is limited to 12 weeks.

### **Can I work after hours such as late evenings and weekends?**

Interns should plan to work in the office during normal office hours between 7:00 am – 5:00 pm. This ensures that you have access to OTT staff and resources to successfully complete your duties. Interns are not allowed access to the building after hours. However, if assignments can be completed outside of the office, interns are free to work on them whenever they like.


## **Internship Duties**

### **What will my responsibilities be as an intern?**

#### *Licensing Track*

The first few weeks of the internship consist of a technology transfer “Boot Camp” where OTT staff will provide an overview of the core focus areas including background on Tech Transfer, marketing, intellectual property, and contracts. Interns will become familiar with the office and staff. Over the course of the program interns may participate in any number of the following activities:

- a) Write technology briefs (short non-confidential summaries of technologies)
- b) Conduct prior-art analysis (an examination of all information that has been made available, in any form, to the public that may affect the patentability of a technology)
- c) Perform market research and analysis (a comprehensive report of the market potential of a technology, including a description of manufacturing capabilities/costs, distribution channels, any established proof of concept as well as the benefits of the technology vs. currently available technologies)
- d) Write technology assessments
- e) Attend meetings with faculty inventors regarding their disclosures
- f) Attend office-wide intern meetings to interact with the patent track interns



### *Patent Track*

An intern should expect to participate in at least two of the below activities and possibly more depending on availability.

- a) Conduct prior art searches
- b) Draft patent applications
- c) Prepare a portfolio analysis
- d) Prepare a response to an office action
- e) Attend meetings with faculty inventors regarding their disclosures
- f) Attend office-wide intern meetings to interact with the licensing track interns
- g) Attend “Boot Camp” that will provide the basics of intellectual property protection and licensing strategies

### **What is the “Boot Camp”?**

- “Basics of patent protection” – what is a patent, an overview of the process and how to evaluate patentability
  - General considerations of how the U.S. Patent & Trademark Office examines the basics of novelty, obviousness, and statutory subject matter
  - Techniques of searching literature and patent databases to identify potential prior art materials that may be relevant to the patentability of an invention
- Considerations in patent application drafting – implications of current case law
- Why patent – how universities use their intellectual property including basics and implications of university licensing