

# THE FIRST 7 CRITICAL STEPS IN THE PATENT PROCESS



Published by



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1

PUT A DESCRIPTION OF YOUR IDEA IN WRITING – A SIMPLE WORD DOCUMENT IS SUFFICIENT.

If you don't know how to describe it, make a model or drawing first (see Step 6) and write a description of the model or drawing. Don't worry too much about grammar or the exact words you are using, just do your best to write up a clear description. Be sure to describe the whole process (if a process) or the entire product (if a product).

2

THEN, INPUT OR UPLOAD YOUR WRITTEN DESCRIPTION INTO PRF QUERY.

With this step, you can do an initial quick first look at the keywords PRF Query returns to you. Most patent processes start with your need to identify all of the keywords that might be associated with your idea. PRF Query eliminates this requirement as it will automate the keyword identification process for you.

3

LOOK ONLINE FOR COMMON DEFINITIONS OF THESE KEYWORDS USED IN YOUR DESCRIPTION TO MAKE SURE THE COMMON MEANING OF EACH WORD IS WHAT YOU INTENDED.

These definitions can be found in Wikipedia or on-line technical dictionaries. If the common definition is not what you want, then look for a word that does convey your intent or write the definition you want. This step is likely to be repeated by you later on – perhaps several times as you engage with your patent attorney in crafting the exact language in your patent.

4

UPDATE YOUR DESCRIPTION AS NEEDED AND RESUBMIT TO PRF QUERY.

If your industry research leads you to change any of the keywords in your description, then update your description text and resubmit the resulting text to PRF Query to receive your updated keyword list. This will finish your initial quick first look search for documents with the relevant keywords.

## 5

## EVALUATE YOUR PRF QUERY RESULTS.

The first initial search with PRF Query will likely show you a range of results from very few (or no documents) to many more than you could reasonable read. The PRF Query User Guide helps our customers evaluate the results of this initial look. If the results are encouraging, then you are ready to move forward with the next step. If not, then you've saved yourself a lot of money and time by stopping this process right now.

## 6

## PREPARE TO MEET WITH A PATENT ATTORNEY.

If you have not done so yet, make some drawings, diagrams or models of the idea and make sure your written description is aligned with your visual description. You don't need any formal drawings here yet...so don't spend too much money yet being too pretty. You just need overview sketches and diagrams to convey your idea.



## CALL A PATENT ATTORNEY.

You need a patent lawyer familiar with your technology area to draft Claims that conform to all the patent application rules. It is best to not just choose an attorney who knows your technology area, but also a law firm that is willing to work with a small business and individual inventors. They all should be paid for their expertise, but the method and timing of payments can often be adjusted to each inventor's situation.