

Factsheet | First To File™

# Access your IP information anywhere, anytime

First To File<sup>™</sup> helps you save time and money and provides a digital document repository for IP (Patents/Trademarks/General Matters) with secure access.

When the number of IP assets you are managing is approaching 1000 or more, the costs of paper backlogs, storage fees and postal or courier services can prove to be the enemy of efficiency.

First To File transforms the work of IP professionals by automating the storage and management of IP documents worldwide. That means access to more than just files, but also the knowledge you've built around them.



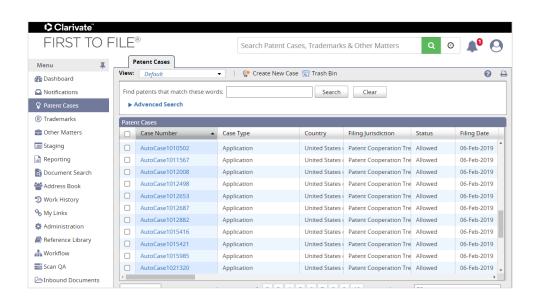
# First To File focuses on meeting the challenges of IP departments and law firms.

#### First To File helps you:

- Accelerate productivity and collaboration using the workflow module on document development.
  Flow cases through contributors and reviewers with actions and due dates
- Track status of case development to ensure documents are developed to deadlines and resources are optimized
- Save storage and courier costs associated with traditional IP case documents through centralized electronic document storage that enables 24/7 access to any user, at any time
- Consistently manage IP documents by synchronizing case numbers, case data and case documents with existing IP docketing systems
- Easily upload documents, correspondence and background information to cases from email systems, desktops, scanners and the USPTO

With more than 2,000 users globally, First To File saves hundreds of thousands of dollars in unproductive time, storage/ courier fees and workflow infficiencies

Figure 1: First to File, patent cases.



With more than 2,000 users globally, First to File helps your team save time, accelerate collaboration and work faster and smarter.

### First to file focuses on meeting the challenges of IP departments and law firms.

First To File can help save hundreds of thousands of dollars in unproductive time, storage/courier fees and workflow inefficiencies.



#### Deliver faster and work smarter

First To File enhances effictive collaboration. As a SaaS-based technology, it enables global organizations to share a single database and access documents from any location. And, with extensive user management tools, First To File extends access to external parties — whether that's outside counsel, clients of law firms, investors or foreign agents.

- First To File is designed to integrate with your docketing system to accurately populate case data — all docketing systems are supported
- First to File is tightly integrated with Microsoft Office Word, Microsoft Outlook, Adobe Reader and Adobe Acrobat applications
- First to File provides the Tri-Fold<sup>™</sup> view making it easy to view and access information
- First To File maintains SOC2 and ISO27000 security audit compliance ratings



#### **Built for and by IP professionals**

First To File was built by people who understand the file-heavy nature of IP management. It organizes IP documents, history and correspondence into centralized online cases, using tri-fold and bi-fold formats familiar to IP professionals. Adoption is intuitive, relieving the administrative burden almost immediately.

## First To File offers a host of IP-centric benefits, such as:

- IP Process Centric Step-by-Step Workflows
- Document/portfolio management for patents, trademarks and general matters
- Document transfer management between third-party counsels
- Reference library and IDS management and PDF Preflight
- Automated USPTO Patent Information and Document Retrieval

# Reach the next level of IP operations success with Clarivate.

Contact us today to find out more about how we can help you.

Contact our experts today:

- +1 215 386 0100 (U.S.)
- +44 (0) 20 7433 4000 (Europe)

clarivate.com