



IP Administrative Services

Give your docketing process the attention it deserves

with IP Administrative Services support from *Clarivate Analytics*.

Often overlooked and frequently under-appreciated, docketing is one of the most critical elements of the IP lifecycle that you have to handle. Every patent application has specific due dates, which if missed can result in abandonment or rejection of the application. Some missed dates are recoverable while others are not. Of those that are recoverable, reinstatement can be quite expensive and require untold hours of additional work.

What if you could eliminate all the hassles associated with docketing management and have absolute confidence that it is being accurately managed by the most qualified IP experts in the industry?

With the wide range of docketing services offered by *Clarivate Analytics*, now you can.

Docketing service options

Primary Docketing

With our primary docketing service, we process and manage all incoming and outgoing items in your primary docketing management system. We work directly with you to build and maintain client specific playbooks to ensure all processing is as consistent and accurate as possible.

Secondary/Dual Docketing

To mitigate risk and reduce liability premiums, we offer secondary/dual docketing. We process and manage all incoming and outgoing items in an independent system, in parallel with primary docketing.

Backlog Processing

Clarivate Analytics offers a number of short-term engagement options to eliminate your docketing backlogs. We'll cover your entire backlog queue if that is all you need. If you face consistent backlog issues, we can extend the engagement and offer more standard support. This allows you to get all your docketing entries updated while mitigating the risk of missed deadlines.

With our ongoing docketing support service, we do all the work for you

- Update Client Docketing Management System:
 - Receive and process incoming mail/communications
 - Complete – or “de-docket” – docket due dates/actions
- Upload electronic images
- Docket references/IDS information
- Provide reminders of upcoming dates
- Route incoming items to designated recipients

The preferred choice of leading IP decision makers

Clarivate Analytics has more than 45 years of experience developing intellectual asset management solutions — so we understand the importance of getting every detail right. We use Lean Six Sigma principles and our deep expertise in best practice process development to ensure that you receive the accuracy and efficiency that you require for all your IP administrative work.

Trust Clarivate Analytics for all your IP management needs

Businesses and law firms at the forefront of intellectual asset management partner with *Clarivate Analytics*. From ideation through prosecution and commercialization, *Clarivate Analytics* helps you maximize the value of your portfolio, keep it aligned with your business strategy and drive global competitiveness.

In addition to the prosecution lifecycle support delivered by our IP Administrative Services, our asset management software and IP Payments integrate state-of-the-art portfolio management technology, comprehensive services and world-class IP Rules to provide unparalleled support of your patents, trademarks, licenses and other intellectual assets. Additionally, our IP Management Consulting Services team partners with you to help you get the most from your IP organization and technology infrastructure.

To find out more about how we can support your intellectual asset management efforts, please contact us at +1 215 386 0100 or +1 800 336 4474 (toll free U.S.).

Who we are

Clarivate Analytics accelerates the pace of innovation by providing trusted insights and analytics to customers around the world, enabling them to discover, protect and commercialize new ideas faster. We own and operate a collection of leading subscription-based services focused on scientific and academic research, patent analytics and regulatory standards, pharmaceutical and biotech intelligence, trademark protection, domain brand protection and intellectual property management. *Clarivate Analytics* is now an independent company with over 4,000 employees, operating in more than 100 countries and owns well-known brands that include *Web of Science*, *Cortellis*, *Derwent*, *CompuMark*, *MarkMonitor* and *Techstreet*, among others. For more information, visit clarivate.com

To learn more, visit:

clarivate.com/ip-administrative-services

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