



SAMPLE BULLET POINTS BY PRACTICE AREA: INTELLECTUAL PROPERTY

PATENT:

- Draft patent applications, including formulating and conducting patentability searches and reviewing pertinent references.
- Advise clients on patentability issues and draft claims.
- Draft substantive patent prosecution submissions such as responses to office actions, appeal briefs and inventor declarations.
- Render oral and written invalidity for biological products or methods.
- Review file histories, formulate claim interpretations and review and analyze prior art references.
- Conduct due diligence review of patent portfolios in various merger and acquisition deals.
- Conduct freedom-to-operate searches, and review and analyze search results.
- Draft confidentiality agreements with the U.S. Patent and Trademark Office.
- Advise clients regarding new copyright regulations pertaining to various media issues.
[NOTE: Note whether you have passed the Patent Bar.]

COPYRIGHT & TRADEMARK:

- Investigate possible infringements and provide opinions regarding likelihood of success on merits of objecting.
- Enforce trademarks and copyrights through cease and desist letters, litigation, opposition and cancellation proceedings and anti-cybersquatting proceedings.
- Develop and present client training programs on proper use and protection of trademarks.
- Negotiate settlement, coexistence and license agreements.
- Analyze patent portfolio strengths and weaknesses and possible litigation targets for client pitches.
- Conduct searches to determine availability of mark for use and registration in the United States and abroad.
- File and prosecute trademark applications in the U.S. and abroad.
- Maintain resulting registrations and prepare trademark status reports.
- Implement trademark and domain name watches to monitor infringements.