



# ManIPulate Projects (Pty) Ltd

- **ManIPulate™ is the complete management solution for a Corporate Intellectual Knowledge portfolio – comprehensive administration of trademarks and patents, a complete contracts agreements facility with advanced document handling and archiving capabilities, litigation, registered users and associations in an easy, user-friendly environment. The package also takes care of such vital and time consuming tasks as keeping track of, and offering advanced warning of renewal, expiry and other important dates with powerful reporting, e-mail and external file linking functionality.**
- **With this system the user has easy access to all relevant stored information in a unitary database. Administrators can select security levels to limit access within the system and create multi tier authority for different users . ManIPulate™ is a client server system allowing any number of connections simultaneously using relatively few resources, the system is infinitely scalable and is presently being used across LAN and WAN applications. To minimize startup time, ManIPulate™ is supplied with a complete database of up-to-date country, classification and class information, supplied by South Africa's leading intellectual property attorneys.**

# Overview

*ManIPulate contains the following modules:*

All Records

Agreements & Contracts

Defensive Company Registrations

Domains

Other IP

Patents

Trademarks

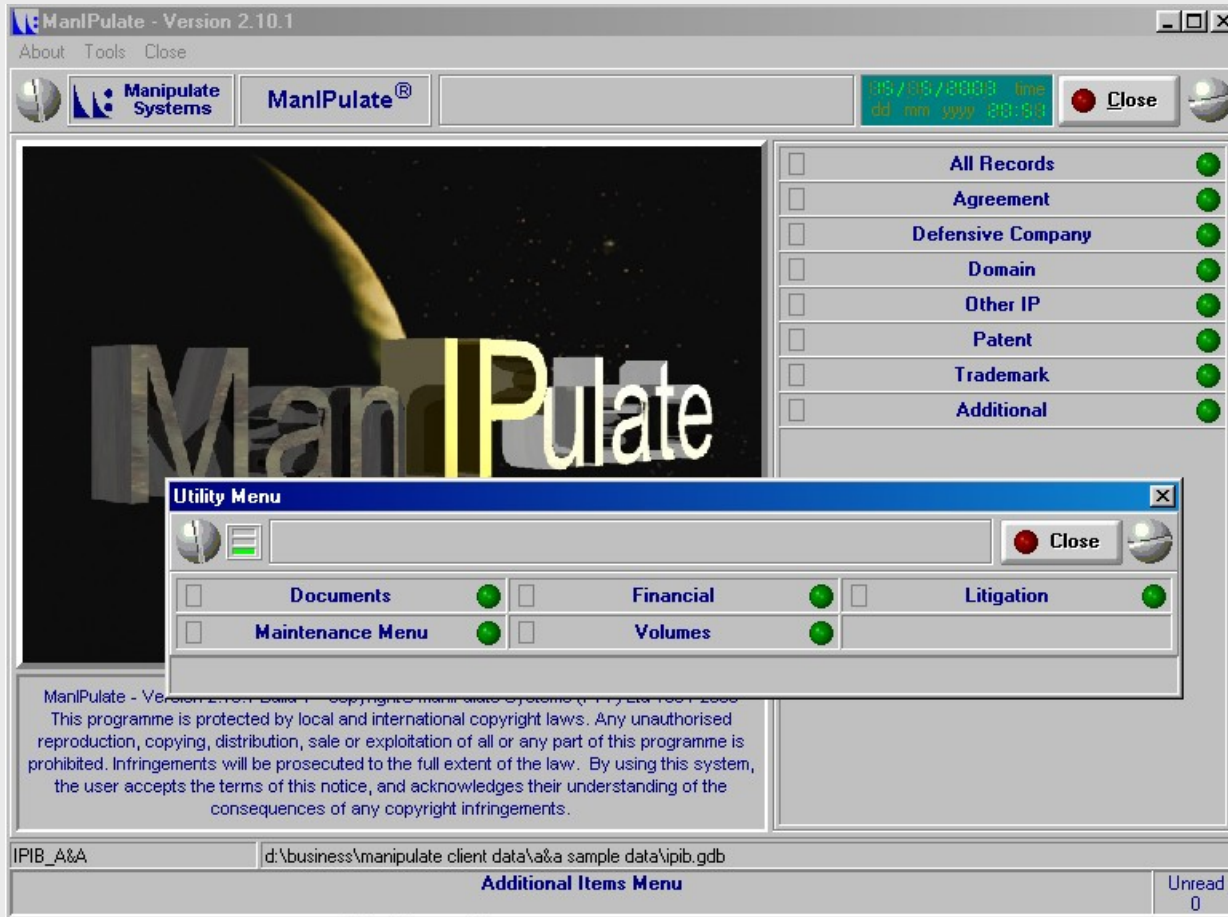
Document Handling

Litigation

Costs

Volume Information

# Module Interface



Use the Module Interface to easily navigate through all of the modules and select where you want to be.

# Agreements & Contracts

The screenshot shows the 'ManiPulate - Agreements' application window. The title bar includes 'Records Find Utility Close'. The menu bar contains 'Records Find Utility Close'. The toolbar has various icons for navigation and search. The main area displays a table with the following data:

Official Description	Country	Brand	Inception
Joint Co-operation agreement Adams & Adams and ManiPulate Systems (Pty) L	SOUTH AFRICA		10 Oct 1998

Below the table, there are several input fields for details:

First Party In Agreement	Second Party In Agreement	Term	Expiry Date	
ManiPulate Systems (Pty) Ltd	ADAMS & ADAMS	12	10 Oct 2002	
Agreement Number	File Reference	Status	Renewal Status	Next Action
AAMAN 98/01	AAMAN0129	CURRENT	AUTOMATIC ANNUAL RENEWA	10 Oct 2002

At the bottom, there are warning messages: 'Expiry Date Warning' and 'Next Action Date Warning'. The status bar at the bottom shows 'Query Filter/Select Status No Filter or Select Statement Active' and 'Unread 0'.

A searchable listing of the most important information pertaining to your contracts and agreements, to find the information you require, at a glance.

# Agreements Details Page 1

ManiPulate - Version 2.10.1 - Agreements Detail

Record Document Link Tools Notes Close

Accept Required Fields with Null values 6/8/2008 10:08:00 AM dd mm yyyy 08:08 Close

Basic Information Additional Information Additional Information Details Comments

Description: Joint Co-operation agreement Adams & Adams and ManiPulate Systems (Pty) Ltd Dead Record: NO

Internal Description: Type: 0

Country: SOUTH AFRICA Agreement Class: Trade Agreement Record Type: Standard Agreement

Agent: ADAMS & ADAMS Agreement Number: AAMAN 98/01 Term (In Months): 12 Agreement Value: 0

First Party: ManiPulate Systems (Pty) Ltd Signed At: Vereeniging Date First Signed: 10 Oct 1998 Date Second Signed: 10 Oct 1998 Date Inception: 10 Oct 1998

Second Party: ADAMS & ADAMS Signed At: Vereeniging Date Effective: 10 Oct 1998 Date Expiry: 10 Oct 2002 Date Next Action: 10 Oct 2002

Status: CURRENT Renewal Status: AUTOMATIC ANNUAL RENEWAL Responsible Person: Craig Santilhano

Agreement Details

Unread: 0

Allows you to view captured detailed information in a structured and easy to read layout. There are facilities to add up to 14 searchable additional parties to your agreements.

# Defensive Company Registration

Manipulate - Version 2.10.1 - Defensive Company Detail

Record Document Link Tools Notes Close

Accept Required Fields with Null values 09/09/2008 time dd-mm-yyyy 09:08 Close

Basic Information | Additional Information | Details | Comments

Description  Dead Record  NO

Internal Description  Search Record  NO

Country  Country Group  Continent

Agent  Application Number  Registration Number  Company Number

Proprietor  Date Searched  Date Application  Date Registration

Status  Renewal Status  Date Expiry  Date Next Action  Date Of Change

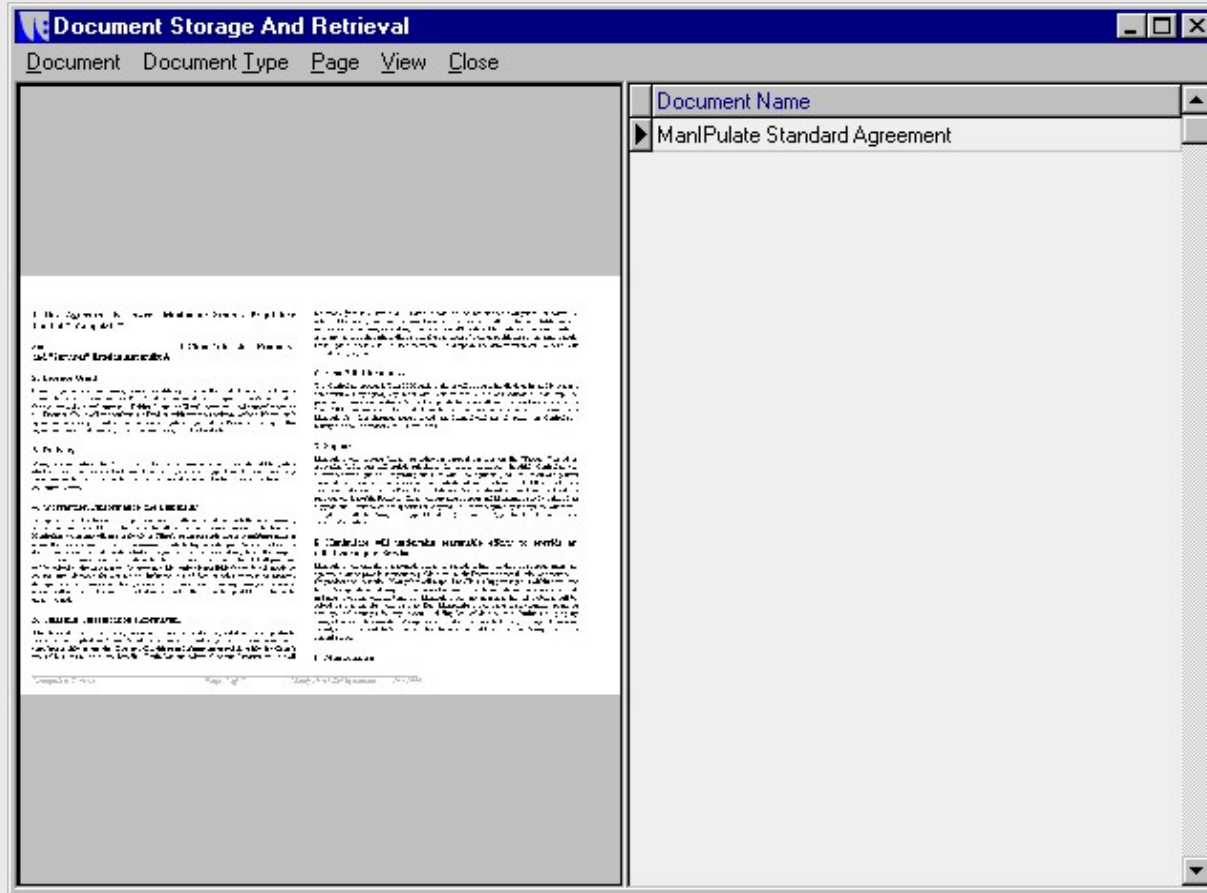
Responsible Person  Company Type

Company Classification

Unread 0

Use the four pages of pre defined information fields to capture all the details pertaining to your defensive company registrations.

# Documents



Use the document management module to attach relevant scanned original documents to any record in any module and view attached documents from within the record.

# Domain Details Page 1

ManiPulate - Version 2.10.1 - Domain Detail

Record Document Link Tools Notes Close

Accept Required Fields with Null values 11/11/2008 time dd mm yyyy HH:MM Close

Basic Information Additional Information Details Comments

Description  Dead Record  NO

Internal Description  Search Record  NO

Country  Host

Agent  Application Number  Registration Number  Domain Number

Proprietor  Date Searched  Date Application  Date Registration

Status  Renewal Status  Date Expiry  Date Next Action  Date Of Change

Responsible Person  Domain Record Type

Domain Description

Accept Changes Unread 0

Capture all of your domain information in a searchable, structured and easy to read module.



# Cost Module

ManiPulate - Version 2.10.1 - Cost

Record Document Tools Notes Close

Accept Required Fields with Null values 09/05/2003 Time dd mm yyyy 08:38 Close

Unique ID	Cost Center	Cost Date	Cost Amount	Invoice Number
DFLTDB2500039	AGREEMENT REGISTRATION	10 Oct 1998	500	AAMAN001
Cost Description		IP Record Type		
Agreement Application		AGREEMENT		
IP Record Description		IP Record Country	IP Record Unique Number	
Joint Co-operation agreement Adams & Adams and ManiPulate Systems (Pty)		SOUTH AFRICA	AAMAN 98/01	
Proprietor		Creditor		
ManiPulate Systems (Pty) Ltd		ADAMS & ADAMS		
Verified By	Verified Date	Authorised By	Authorised Date	
John Smith	10 Oct 1998	Joe Soap	24 Jan 2003 03:14:00 P	
File Reference	Capture Date	Fee Type		
AAMAN98/01	10 Oct 1998	Agreement Registration Fees		
Comments				
AUTOMATIC ANNUAL RENEWAL ( Send Reminder)				
Linked To Master Record				
Unread 0				

Capture and attach costs to any record in any module and print reports on relevant information.

# Litigation Diary

**ManiPulate - Version 2.10.1 - Litigation Detail**

Record Document Link Tools Notes Close

Accept Required Fields with Null values 09/05/2008 time 00:00:00 year 08:00 Close

Basic Information Details Comments

Description  Case Current   
YES

IP Type  Country  Litigation Type  File Number

Case Number  Date First Action  Date Next Action  Next Action

First Party/Applicant  Second Party/Defendant

First Party Attorney  Second Party Attorney

First Party Goods/Services/IP Item Involved  Second Party Goods/Services/IP Item Involved

Responsible Person  Litigation ID  Created Date   
MANDB#2502793

Long Description

Unread 0

Make use of the fully functional litigation diary to capture and remind you of important information and dates.

# Other IP

**ManIPulate - Version 2.10.1 - Other IP Detail** [Window Title Bar]

Record Document Link Tools Notes Close

Accept [Status Indicators] Required Fields with Null values [Status] 09/05/2008 Time 04:00:00 PM 08:08 [Close]

Basic Information | Additional Information | Details | Comments

Description [Text Field] Dead Record [NO] [Dropdown]

Internal Description [Text Field] Search Record [NO] [Dropdown]

Country [Text Field] IP Type [Text Field] Parent Number [Text Field]

Agent [Text Field] Application Number [Text Field] Registration Number [Text Field] Other IP Number [Text Field]

Proprietor [Text Field] Date Searched [Text Field] Date Application [Text Field] Date Publication [Text Field]

Status [Text Field] Renewal Status [Text Field] Date Registration [Text Field] Date Expiry [Text Field] Date Next Action [Text Field]

Responsible Person [Text Field] Additional Details [Text Field]

Other IP Legal Description [Text Area]

Accept Changes [Button] Unread 0 [Text]

Capture information that falls out of the normal IP descriptions or competitor information.

# Patents

ManIPulate - Patents

Records Find Utility Close

09/09/2008 time 00:00:00 Close

Title Of Invention	Country	Patent Number	Status	Next Action Date
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Long Title  Proprietor

Renewal Status  Application Number  Filing Date  Patent Type  Advertised

Granted  Accepted  Expiry  Next Action  Based On

Abstract

Query Filter/Select Status  Select Statement Active

Right Click For Menu

Unread 0

Use the fully functional Patent module to capture all of your patent details.

# Patent Screens

ManiPulate - Version 2.10.1 - Patent Detail

Record Document Link Tools Notes Close

Accept Required Fields with Null values 09/05/2003 09:00:00 Close

Basic Information Additional Information Additional Information Additional Information Details Comments

Description (Title Of Invention) Dead Record

Internal Description Search Record

Country Patent Parent Finalised

Agent Application Number Registration Number Patent Number

Proprietor Date Searched Date Filing Date Advertised

Status Renewal Status Date Granted Date LP Sent Date Accepted

Responsible Person Delay Acceptance Date Expiry Date Next Action

Abstract

Accept Changes Unread 0

With six pages of detail, you can build a complete and accurate base of all details relating to your records

# Trademarks

The screenshot shows the 'ManiPulate - Trademark' application window. The main area displays a table of trademarks. The first row is selected, showing 'A&A' in South Africa with Mark Number 91/9309 and Status REGISTRD. Below the table, there are fields for 'Internal Description', 'Class(es)' (42), 'Renewal Status' (NORMAL Renewal), 'Application Number' (91/9309), 'Registration Number' (91/9309), 'Serial Number', 'Application Date' (05 Nov 1991), 'Registration Date' (08 Mar 1995), 'Expiry Date' (05 Nov 2011), 'Date Next Action' (05 Nov 2011), and 'Proprietor' (ADAMS & ADAMS). A 'Goods and/or Services' field contains the text: 'Legal, legal research, para-legal and all services associated with or related or ancillary to the aforesaid services; services of conveyancers and notary publics; services of draughtsmen;'. At the bottom, there is a 'Query Filter/Select Status' dropdown set to 'No Filter or Select Statement Active' and an 'Unread 0' indicator.

Description	Country	Mark Number	Status
A&A	SOUTH AFRICA	91/9309	REGISTRD
A&A	SOUTH AFRICA	91/9308	REGISTRD
ADAMS & ADAMS (sf)	ARIPO	AP/M/97/00015	REGISTRD
ADAMS & ADAMS (sf)	ARIPO	AP/M/97/00011	REGISTRD
ADAMS & ADAMS (sf)	ARIPO	AP/M/97/00012	REGISTRD
ADAMS & ADAMS (sf)	ARIPO	AP/M/97/00013	REGISTRD
ADAMS & ADAMS (sf)	ARIPO	AP/M/97/00014	REGISTRD
ADAMS & ADAMS (sf)	BOTSWANA	BW/M/97/00725	REGISTRD
ADAMS & ADAMS (sf)	LESOTHO	LS/M/97/00170	REGISTRD
ADAMS & ADAMS (sf)	MALAWI	ARIPO 97/00011	PENDING
ADAMS & ADAMS (sf)	MALAWI	ARIPO 97/00012	PENDING
ADAMS & ADAMS (sf)	MALAWI	ARIPO 97/00014	PENDING
ADAMS & ADAMS (sf)	MALAWI	ARIPO 97/00013	PENDING
ADAMS & ADAMS (sf)	MALAWI	ARIPO 97/00015	PENDING

Internal Description: \_\_\_\_\_ Class(es): 42

Renewal Status: NORMAL Renewal Application Number: 91/9309 Registration Number: 91/9309 Serial Number: \_\_\_\_\_

Application Date: 05 Nov 1991 Registration Date: 08 Mar 1995 Expiry Date: 05 Nov 2011 Date Next Action: 05 Nov 2011 Proprietor: ADAMS & ADAMS

Goods and/or Services: Legal, legal research, para-legal and all services associated with or related or ancillary to the aforesaid services; services of conveyancers and notary publics; services of draughtsmen;

Query Filter/Select Status: No Filter or Select Statement Active Unread: 0

Comprehensive information on all aspects of your TM portfolio are captured in this module

# Trademark Screens


ManiPulate - Version 2.10.1 - Trademark Detail

Record Document Link Tools Notes Close

Accept Required Fields with Null values 09/05/2008 time dd mm yyyy 08:33 Close

Basic Information Additional Information Details Comments

Description: ADAMS & ADAMS logo (colour) Dead Record: NO

Internal Description: Search Record: 

Country: SOUTH AFRICA Classification: INTERNATIONAL (Edition 5) Class(es): 35

Agent: ADAMS & ADAMS Application Number: 91/9306 Registration Number: 91/9306 Mark Number: 91/9306

Proprietor: ADAMS & ADAMS Date Searched: Date Application: 05 Nov 1991 Date Publication: 28 Jul 1993

Status: REGISTRD Renewal Status: NORMAL Renewal Date Registration: 20 Jan 1994 Date Expiry: 05 Nov 2011 Date Next Action: 05 Nov 2011

Responsible Person: Craig Santilhana Trademark Type: Words & Device

Goods and/or Services: Patent agent and intellectual property consultant services and lawyer referral services; services of all kinds not included in other classes pertaining to or concerned with legal, paralegal, conveyancing and intellectual property matters

Unread 0

Four full pages of information will keep you fully informed of all aspects of your trademark portfolio, including devices and images

# Volumes

ManIPulate - Volumes

Records Find Utility Close

08/05/2003 time dd mm yyyy 08:33 Close

Brand	Country	Date	Unit	Quantity
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Volumes

Accept Close

Country

Brand

Volume Unit

Volume Quantity Date

0 19 May 2003

Query Filter/Select Status No Filter or Select Statement Active

Unread 0

Track the cost of registrations in different regions and countries by comparing your volume of sales to your cost of registration



# Reporting



The screenshot shows a window titled "Trademark Listing" with a menu bar containing "Print", "Defaults", "Page", and "Close". Below the menu bar is a toolbar with icons for home, print, refresh, and search, along with fields for "Page(s)", "Page Number", and a "Close" button. The main content area displays a table with three rows of trademark data. Each row includes fields for Status, Registration Date, Renewal Status, Expiry Date, Application Date, and Date Next Action. The trademark name "Adams & Adams" is displayed in a large, bold font to the right of the data fields.

Status	Registration Date	Renewal Status	Expiry Date	Application Date	Date Next Action
REGISTRD	08 Apr 1994	AUTOMATIC RENEWAL (No Reminder)	05 Nov 2001	05 Nov 1991	
REGISTRD	20 Jan 1994	AUTOMATIC RENEWAL (No Reminder)	05 Nov 2001	05 Nov 1991	
REGISTRD	03 Dec 1993	AUTOMATIC RENEWAL (No Reminder)	05 Nov 2001	05 Nov 1991	

Select from a pre-defined report menu or set up your own reports and set them as default using the custom report generator. Use the built in e-mail functionality to send reports from within the application

# Centralised Environment

- **Min Pentium 3 Class Machine 400 Mhz or better with min - 128Mb RAM**
- **Win 32 bit OS**
- **Min 1 Gig of free HDD space for average database**
- **Mouse, Keyboard, Sound Card (if audio features are to be used)**
- **CD-ROM Drive**
- **SVGA Monitor 800x600**

# Distributed Environment

## Server

- **Pentium 4 1 GHz or better - 256Mb RAM**
- **1 Gig free disk space for average database**
- **MSWin95/98/2000, Windows NT**
- **CD-ROM Drive**
- **Network Card**

## Workstations

- **Min Pentium 3 Class Machine 400 Mhz or better with min - 128Mb RAM**
- **Win 32 bit OS**
- **Min 1 Gig of free HDD space for average database**
- **Mouse, Keyboard, Sound Card (if audio features are to be used)**
- **CD-ROM Drive**
- **SVGA Monitor 800x600**
- **A scanning device is required if documents and Images are to be captured.**

# Explanation of Support & Maintenance

**SUPPORT & MAINTENANCE entitles you to :**

- **Unlimited free telephone, fax and email support on the usage and operation of Manipulate System**
- **Updates and Upgrades to the Manipulate System as they become available from the Manipulate development team**
- **Updates and Upgrades to the InterBase Database as they become available**

# What some of our clients had to say : SASOL

- Henrietta Coetzee, IP Portfolio Manager, SASOL, describes the features that have proven most beneficial to her "All the information I need is always readily available, I can print whatever I need, whenever I need it. I can also create my own report formats, determining which information I want to include. In addition to that, our records are updated and maintained by our IP attorneys using compatible software, so updating our database is as simple as uploading the data from a disk supplied by them. ManIPulate™ makes my job very easy..

# SABMiller International

- **Ms. Lana van der Spiegel, Director , SabMiller International had this to say about ManIPulate™: "Today's effective management of an extensive international trademark portfolio requires a combination of two essential skills: modern day technology and modern day management. ManIPulate™ provides exactly that. The South African Breweries deemed it necessary to move away from the more conventional methods of IP management and take the leap into the millennium age. This commitment necessitated finding the best tool to equip its IP departments, both domestic and off shore, to face this new challenge.**

# Multichoice International

The MIH Group started using **ManIPulate™** in July 1998, to keep track of the intellectual property of its listed companies, MIH Holding Limited, Electronic Media Network Limited, SuperSport International Holdings Limited, and M-Web Holdings Limited.

**ManIPulate™**, facilitated with MIH's smooth transition from a paper system to the computerized **ManIPulate™** environment.

Said Ms. Coetzee "Not only does **ManIPulate™** make my job as trademarks manager so much easier, but more important to me is the advantages that it has for the Group as a whole. With a huge database of records to administer, it is crucial to have a system that can provide one hundred percent accurate and complete information within a matter of seconds. The information is easily accessible and all the details relating to a specific record including the logo, a region or all costing associated with that record can be determined and printed in various report formats. It is an essential tool for any knowledge management administrator who wants to stay on top of its IP rights."

# Contact Information

## ■ ManIPulate Projects (Pty) Ltd

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