Online Filing 5.00

ReadMe document

Release 5.00, Build 5.053, also known as V5SP3

Last updated: 24/05/2011

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1 What is the Online Filing software (OLF)?

The Online Filing software (OLF) enables you to submit patent applications and subsequently filed documents electronically over a secure Internet link. A key benefit of this service is that you receive the receipt immediately. The receipt contains the application number as well as the date and time the application was received.

With the Online Filing software you can file

- European patent applications (Form 1001) with e-filing-enabled filing offices in the EPO member states
- Entry into the regional phase (Form 1200) and subsequent documents (Form 1038) with the EPO
- PCT applications with the EPO and WIPO (RO/IB) and with e-filing-enabled receiving offices in the EPO member states (Form RO/101)
- National applications with e-filing-enabled national offices in the EPO member states (optional). The required plug-ins are made available, defined and maintained by the national offices concerned. See www.epo.org for a list of participating offices and supported procedures.
- Documents relating to opposition, appeal, revocation and limitation proceedings (Form EP(Oppo) and 1038) with the European Patent Office

2 System requirements

In order to run OLF, your system must have:

- Pentium 4 - 1.8 GHz or better
- 512 MB RAM (depending on operating system)
- 1 GB hard disk free space
- USB interface or serial and PS/2 ports

Supported operating systems for installing stand-alone or thin client software:

- Windows 2000 SP4
- Windows XP SP2/SP3
- Windows Vista SP1/SP2
- Windows 7

Supported operating systems for installing the Online Filing server:

- Windows 2000 SP4
- Windows Server 2000 SP2
- Windows XP SP2/SP3
- Windows Server 2003 SP1/SP2
- Windows Vista SP1/SP2
- Windows 7 (32 or 64 bit)
- Windows Server 2008 (32 or 64 bit)

3   Setup and configuration

If you are updating an existing configuration, go to section 3.4.

3.1   Installation instructions

To install OLF, proceed as follows:

- Insert the installation CD into your CD-ROM drive
- From the install shield that pops up, install the following:
- Gemplus smart card reader driver
- GemSAFE Libraries 6.0
- Adobe Acrobat Reader v8.0 or higher
- Online Filing software v5.00
- PatXML v1.3.5 (optional)
- Amyuni PDF converter 4.50 (optional)
- If the Installer does not pop up, open the CD in the Windows Explorer and double-click on the `Superinstaller.exe` file.

3.2   Uninstall instructions

To remove the software from your computer, proceed as follows:

- Open the Windows *Control Panel*
- Go to *Programs > Programs and Features > Uninstall or change a program* (Windows 7 and Windows Vista) or *Add or Remove Programs > Change or Remove Programs* (Windows XP)
- Select *Online Filing 5.0* from the list of applications that can be uninstalled by Windows
- Click on the *Uninstall/Change* button (Windows 7 and Window Vista) or *Change/Remove* (Windows XP) to uninstall OLF. If the uninstall program encounters errors, see the following section for manual uninstall instructions.

Any other software which is part of the package has to be uninstalled in a similar way (e.g. GemSAFE libraries, Acrobat Reader, Amyuni PDF Converter).

3.3   Manual uninstall instructions

- Delete the keys for `MClient.exe` from the Windows Registry
- Delete the `%WIN%\System32\GDS32.DLL` file

3.4   Updating from an older version 5.00

- Run the OLF v5.00 (OLF500SP3.exe), select modify

3.5   Updating from older versions

It is not possible to carry out a direct update from versions older then v5.00.

4   Help

4.1   Online help

The CD includes a user guide, containing detailed help in the Manuals folder. The latest user documentation is available from the download centre on www.epo.org. Note: Some of the screenshots may differ in minor details from the screens as implemented by the software.

4.2   User Support

You can contact our EPO User Support team as follows:

e-mail: support@epo.org
Tel.:   +31 (0)70 340 4500
Fax: +31 (0)70 340 4600

Postal address:

EPO User Support
European Patent Office
Patentlaan 2
NL-2280 HV Rijswijk
The Netherlands

If you contact the EPO User Support, please include the following information:

- the build number of the individual component (can be found in File Manager under **Help > Info**)
- your name, address, e-mail address and telephone number
- your hardware and software configuration
- a description of the problem, and what you were trying to do when it occurred.

5   What is new in each version?

5.00SP3

- EP procedures:
    - Contains procedural changes concerning amended Rules 161/162 EPC, changes in the rules for the filing of sequence listings
    - Minor functional changes and some defects fixed
    - Austria is available as an efiling enabled office from 1st June onwards

- PCT procedure:
    - The PCT procedure is updated to the level of PCT-SAFE Client version (3.51.049.225) (April 1, 2011)
    - Austria is available as an efiling enabled receiving office from 1st June onwards

- National Offices:
    - all procedures available as of 16th of May are been included

- Technical improvements and updates of the software:
    - Updated libraries (FOP 0.20.5.18, OpenSSL 1.0.0.a, Firebird 2.1.3)
    - Improved loading and execution of the procedures
    - Improved execution and extended functionality of PMS interface commands:
        - It is now possible to obtain the rendered request form in PDF format
        - Support for .net has been added
        - please check the PMS development kit for further information
    - Server manager: export of history has been added
    - To increase the robustness of the update procedure, all procedures will be installed, but only the ones used are activated. Any procedure can be activated or deactivated at any time.

The procedural changes concerning amended Rules 161/162 EPC, changes in the rules for the filing of sequence listings and the minor functional changes and defects fixed are as follows:

EP(1001E2K)

"Documents" tab - "Sequence Listings" subtab:

For applications which contain sequence listings in the description it is no longer mandatory to file the sequence listing in PDF format. A WIPO standard 25 file is now mandatory. Layout and severity messages have been adapted to this legal change.

"Priority" tab:

A copy of the search results required under Rule 141(1) EPC is not required if it is available to the EPO and is to be included in the file under the conditions determined by the President of the EPO. The European Patent Office shall include in the file of a European patent application a copy of the search results referred to in Rule 141(1) EPC, thus exempting the applicant from filing said copy, where the priority of a first filing made in one of the following states is claimed: Japan, United Kingdom, United States of America.

EP(1200E2K)

"EP Phase" tab:

Checkbox has been added to waive the right to the communication under Rules 161/162 EPC.

"Documents" tab - "Sequence Listings" subtab:

For international applications which contain sequence listings in the description filed under Rule 5.2(a) PCT, or furnished to the EPO as ISA under Rule 13ter.1(a) PCT, or is otherwise available to the EPO, in computer-readable format in accordance with WIPO standard 25. In case the sequence listing is filed upon "Entry into the European Phase" the WIPO standard 25 is mandatory. Layout and severity messages have been adapted accordingly.

EP(1038)

"Documents" tab:

Attachment of waiver document possible under category "Request..."

Other changes

- EP(1001E2K):
    - The layout of the "Divisional" tab has been changed
    - When a divisional application is filed by reference to an international application it is now possible to enter the data for the international application in the "Reference" tab
    - The capture of the data regarding General Authorizations has been harmonized to EP(1200E2K)

- EP(1200E2K):
    - "Documents" tab: Attachment of new document type "Handwritten Amendments" possible under "Additional documents" screen
    - Search Fee (fee code 002) reduction is able to be entered in Euro amounts

- EP(1038):
    - Attachment of new document type in category 'Non public...' possible requesting participation in the Patent Prosecution Highway scheme.
    - Attachment of new document type in category "Amendments.." possible regarding "Handwritten Amendments".
    - Attachment of new document type in new category "Third Party Observations..."
    - Search Fee (fee code 002) reduction is able to be entered in Euro amounts

5.00SP2

- Updated installer

- Consolidates all previous builds and updates since V5.00 release

- Compatible with Windows 64-bit operating systems
- New improved version of PatXML 1.3.5

- Update of PCT fees, including 1 January 2011 fee schedule

- Procedural changes following amended Rule 141 EPC and new Rule 70b EPC

- A number of defects fixed and change requests implemented

5.00

- The procedures EP(1001E) and Euro-PCT(1200E) that were replaced by EP(1001E2K) and Euro-PCT(1200E2K) in version 4.0 following the implementation of EPC 2000 are no longer available in version 5.0.

- Compatibility with Windows 7 (32 Bit)

- The export functions have been standardised in File Manager, the form and Server Manager

- A blocked (disabled) user can be re-activated by an administrator or another user with user administration authorisation.

- Problems when attaching PDF documents have been fixed: PDF files containing pages in portrait and landscape format or pages that do not exactly match A4 format can now be attached to applications without any error messages. Attaching certified US priority documents is no longer a problem either.

- Fee calculation inconsistencies that occurred when importing forms and moving forms back to Draft status have been corrected.

- When signing applications with a smart card or soft certificate, a message box appears during the signing process to advise the user that it may take a while to generate the XML files and that the process is running smoothly in the background.

- Version 5.0 features WIPO's new PCT plug-in dated 1.10.2009 as well as a new WIPO certificate.

- New improved version of PatXML 1.3.4(optional)

- Client build 5.027
  Procedural changes and fee adjustments with effect from 1 April 2010, and with effect from 1 May 2010 in the case of Albania and various bugs fixed.

6   Known problems and limitations

▪ If you are using customised templates from earlier versions of Online Filing, some of the new features or bug fixes may not be available. We recommend that you verify the template and use the new standard templates as a basis.

▪ The OLF signature viewer only supports Acrobat Reader 5.0 and 6.01 and above or 7.00 and above.

▪ We advise checking for validation messages after filling a form.

▪ Installation on certain versions of Windows 7 and Vista generates the error 'This program might not have installed correctly' a few times. We recommend selecting the option 'This program installed correctly' every time in order to allow the installation to progress.

▪ The user-defined description for 'other document' cannot be imported via the PMS/Gateway interface. This does not, however, cause any problems with regard to the processing of the document.

▪ When installing V5SP3, the Client installation (V5, V5SP1, V5SP2) will not be able to connect to the V5SP3 Server installation via SOAP (this is an exception). Very few users should be affected. For those who are:

   o either switch from SOAP to CORBA for all procedures on the client installation prior to initiating the Server installation of V5SP3

   o or install the V5SP3 Client installation and Server installation.

   Users who install in stand alone mode are not impacted at all.

7   Hints for the installation of version 5.00

- The MS Arial Unicode font is required on the machine which carries the Online Filing software (i.e. the local machine in the case of local installation and the server machine in the case of server installation). This font can be installed from the Microsoft Office package (see fonts directory) or ordered and installed separately (see www.ascendercorp.com). It is not required on the thin client machines.

- For information about updates, fixes and patches, users should check on www.epo.org. If you have activated Live Update, you will normally be notified automatically. However, for technical reasons the EPO may sometimes not be able to provide these software components via Live Update. Users wishing to be automatically informed of OLF updates, fixes and patches should therefore sign up for the RSS feed or consult www.epo.org. → Applying for a patent > Online services > Online filing > Download software for filing with the EPO.

8   Patent management system interface

Online Filing v5 offers a Web service interface for users' patent management systems (PMS). To use this interface, your PMS must be able to

- generate applications in WIPO standard Annex F XML format
- communicate with the Online Filing Web service. For more information consult the PMS Development Kit, available from www.epo.org.

To be able to carry out production filings from your PMS via the Online Filing PMS interface, your PMS must first be approved by the EPO. Find out more about obtaining approval under www.epo.org → Applying for a patent > Online services > Online filing > PMS interface.