

# ePCT Overview – WIPO’s online service for filing and managing patent applications under the Patent Cooperation Treaty (PCT)

<https://pct.wipo.int>



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# What is ePCT?

- Web portal developed by WIPO that provides PCT online services for both applicants and IP Offices  
<https://pct.wipo.int>
- User interface available in all PCT publication languages
- Provides secure and direct interaction with PCT applications maintained by the International Bureau
- ePCT-Filing with 72 PCT receiving Offices
- ePCT allows applicants to conduct a number of electronic PCT transactions ('Actions') with the IB and other participating IP Offices

# WIPO IP Portal - ePCT Integration (1)

- IP Portal launched in September 2019
- Existing ePCT bookmarks redirect to the IP Portal for login
- Notifications (bell icon in navigation bar) include all your messages from WIPO, e.g., ePCT, Madrid, WIPO Current Account, etc.

# WIPO IP Portal - ePCT Integration (2)

The screenshot displays the WIPO IP Portal dashboard with a light blue background. At the top, there is a navigation bar with 'WIPO IP PORTAL', 'MENU', 'Covid-19 Update', 'HELP', 'PASCAL PIRIOU', and 'WIPO'. The main content area is titled 'MY DASHBOARD' in a red-bordered box. Below this, several widgets are arranged in a grid:

- ePCT PENDING ITEMS:** Two instances of this widget are shown, each with a 'Strong Authentication' message and an 'Authenticate' button. A red box highlights the top instance.
- LATEST NEWS:** A widget displaying news items from WIPO Wire, including 'Tech Trends Reports Finds Big Growth in Assistive Technologies; IP Day...' and 'International Patent Applications via WIPO Rose in 2020;...'.
- WORLD CLOCK:** A widget showing the time '10:11' and the date 'THU May 06' for Switzerland.
- QUICK LINKS:** A widget with a placeholder text 'Add a link or drag and drop a link.'
- NOTEPAD:** A simple text area widget.
- PATENTSCOPE:** Two search widgets with 'Search' and 'Saved Searches' tabs and a search input field.
- PAYMENT SUMMARY:** A widget showing four categories: Unpaid (0), Basket (0), Pending (0), and Payment History (0).
- KEY PCT TIME LIMITS:** A widget with a 'Strong Authentication' message and an 'Authenticate' button.
- PAYMENT DETAILS:** A widget showing 'Unpaid', 'Basket', 'Pending', and 'History' counts, all set to 0, with a note 'There are no Unpaid payments.'

A red arrow points from the 'Manage widgets' button in the top right corner to the 'MY DASHBOARD' title, indicating that the dashboard is customizable.

Example of Dashboard – customizable by the user

# WIPO IP Portal - ePCT Integration (3)

Menu – always available across the portal

The screenshot displays the WIPO IP Portal interface. At the top, the 'WIPO IP PORTAL' logo is on the left, and a 'MENU' button is highlighted with a red box. To the right of the menu button is a 'Covid-19 Update' notification. Further right are links for 'HELP', 'PASCAL PIRIOU', a notification bell, a shopping cart icon, and the 'WIPO' logo. Below the header is a search bar with the placeholder text 'What are you looking for?' and a 'CLOSE' button. The main navigation menu is on the left, listing various IP categories: MY FAVORITES, PATENTS (highlighted with a red box), TRADEMARKS, DESIGNS, GEOGRAPHICAL INDICATIONS, TRADE SECRETS, CREATIVE WORKS, RESEARCH AND DATA, DIGITAL EVIDENCE, ASSISTANCE PROGRAMS, MEDIATION AND ARBITRATION, DOMAIN NAME DISPUTE RESOLUTION, and PAYMENTS. A red arrow points from the 'PATENTS' menu item to the 'File & Manage' sub-menu item. Another red arrow points from 'File & Manage' to the 'ePCT' sub-menu item. The 'ePCT' sub-menu is highlighted with a red box and contains the following items: 'ePCT' (with a document icon) and the description 'File and manage your PCT applications online.', 'ePCT Reference Data Look Up' (with a bookmark icon) and the description 'Consult reference data for PCT applications.', 'PCT eServices Help' (with a bookmark icon) and the description 'Consult our FAQs or contact us by phone, e-mail or live chat.', and 'Digital Access Service [DAS] for Applicants' (with a bookmark icon) and the description 'Register and manage priority documents for secure electronic exchange.' On the right side of the page, there is a blue promotional banner for 'Vienna Classification Assistant' with the text 'A new AI-powered tool to help you classify trademark images' and the WIPO logo. Below this banner are three white boxes with the following content: 'WIPO PROOF' (Produce trusted digital evidence for your intellectual assets), 'WIPO Lex' (Free of charge access to legal information on intellectual property (IP)), and 'WIPO Academy' (The center of excellence for intellectual property (IP) education and training for WIPO member states).

# ePCT – with/without strong authentication

- **Single WIPO Account** (username and password) gives access to ePCT and WIPO's other online services

- Create a WIPO Account here  
<https://www3.wipo.int/myaccount/en/>

- ePCT **without** strong authentication

- Limited functionality, document upload

- Practical alternative to paper and fax (*only very limited fax transmissions with the IB available as of 01 January 2020, and currently stopped due to the Covid-19 pandemic*)

- ePCT **with** strong authentication

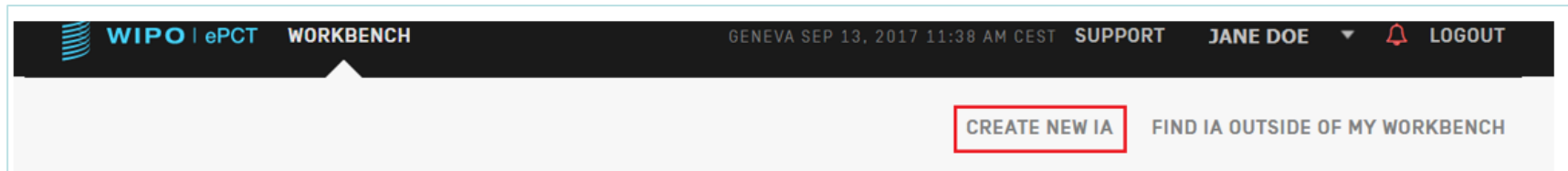
- Additional identity verification allows access to all services and functions including the filing of PCT applications

- Access to PCT applications filed as of January 1, 2009, including before publication

# ePCT with strong authentication

- Best practice – set up at least 2 strong authentication methods
  - ❑ Authenticator app with one-time password on a mobile device or equivalent app for computer if use of mobile devices is not permitted, e.g.. WINAUTH
  - ❑ SMS text with one-time password
  - ❑ Obtain/upload a digital certificate from WIPO (EPO smart cards are also supported)
- Set-up instructions and videos are available on the ePCT HELP page <https://www.wipo.int/pct/en/epct/support.html>

# ePCT-Filing



- Web-based filing of PCT applications available to all PCT applicants
- Request form can be prepared in all PCT publication languages
- Real-time validation of data against the electronic processing system of the International Bureau
- Fill in the screens in the order in which they appear to benefit from re-use of certain data
- More detailed information on ePCT-Filing at <https://www.wipo.int/pct/en/epct/learnmore.html?N=567>



# ePCT-Filing to RO/IB

- **All** data + documents are uploaded and validated in ePCT
- Real-time online fee payment to the IB by credit card or by debiting a Current Account at WIPO (only for filings with RO/IB), new PayPal
  - Payment can be made at time of filing (or later) in CHF, USD, EUR
- Possibility to make ‘same day corrections’ – countdown to midnight in RO time zone (this feature is not possible for RO/CA, RO/IL and RO/US due to 2-step process with their filing websites)
- No need to wait for record copy transmittal to access full application in ePCT

# Signatures (1)

- ePCT access rights holders (eOwner or eEditor) are different from authorized signatories (applicant or agent)
- Applicant or agent may not necessarily be an eOwner or eEditor in ePCT
- Applicant or agent signatures are required for ePCT-Filing and all Actions and uploads, e.g., Rule 92*bis* changes, filing of Chapter II Demand, Article 19 amendments, withdrawals

# Signatures (2)

- Signatures may be applied in the form of a text string or by uploading an image file.
- Also possible to indicate that signature of authorized signatory appears in an attached document.
- ‘External signature’ process allows someone without ePCT access to apply their signature to a document prepared using ePCT (e.g., where the attorney does not have access to ePCT but needs to approve and sign a document prepared by a paralegal who uses ePCT)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=992>
- See useful video at  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=926>

# Viewing a PCT application

- Shortcut links for navigating to each section


<https://www.wipo.int/pct/en/epct/learnmore.html?N=830>

The screenshot displays the WIPO ePCT interface for a PCT application. At the top, the header includes the WIPO logo, the application number 'PCT/IB2017/080020', the location and time 'GENEVA MAR 9, 2017 8:48 AM CET', and user information 'SUPPORT JANE DOE' with a 'Close' button. Below the header, a navigation bar contains links for 'DATA', 'DOCUMENTS', 'ACTIONS', 'ACCESS RIGHTS', 'TIMELINE', and 'HISTORY', with 'DATA' highlighted by a red box. To the right of this bar is a 'SEND EPCT MESSAGE' button. The main content area shows the application number '1234567 PCT/IB2017/080020' with a dropdown arrow. Below this, a table provides key details: 'IA Status Not yet Published', 'Int. Filing Date 23 Jan 2017', and 'ISA/EP Search copy not yet sent'. Further down, it lists 'Applicant[s] ABC COMPANY [+1]' and 'Inventor[s] SMITH, John'. At the bottom of the table, it shows 'Portfolio', 'Team at IB PCT R0/IB Team', and 'Language of Filing EN'. Below the table, a vertical list of navigation shortcuts is shown: '▶ DATA', '▶ DOCUMENTS', '▶ ACTIONS', '▶ ACCESS RIGHTS', '▶ TIMELINE', and '▶ HISTORY'.

# Dropdown menu on IA number

- Gives quick access to a number of useful ePCT functions  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=833>

The screenshot displays the WIPO PCT interface for the International Application (IA) number A10RIADH PCT/IB2017/080337. At the top, there are navigation tabs: DATA, DOCUMENTS, ACTIONS, ACCESS RIGHTS, TIMELINE, NATIONAL PHASE, and HISTORY. The IA number is prominently displayed in large, bold, black text. To the right of the IA number is a red-bordered dropdown menu icon. Below the IA number, a red-bordered box highlights a list of actions available for this IA:

- Archive
- Add to Portfolio
- Warning Message
- My Comments
- Clone IA
- View draft IA as filed via ePCT
- IA Status Report (PDF)
- IA Status Report (XML)
- History
- Add bookmark 

On the right side of the interface, there are several rows of information:

- Int. Filing Date 07 Nov 2017
- Team at IB PCT R0/IB Team

# Data

- Up-to-date bibliographic data for the PCT application with possibility to preview as publication front page layout
- Information about the target date for international publication/republication
- Obtain current “IA Status Report” (IASR) in PDF or XML format <https://www.wipo.int/pct/en/epct/learnmore.html?N=877>
- Where the language of filing of a PCT application is in Arabic, Chinese, Japanese, Korean or Russian, bibliographic data is available in those languages in addition to the English transliteration

# Documents (1)

- Access to documents on Record as held by the IB, but also documents submitted to ePCT participating Offices in their capacity as RO, ISA, IPEA

<https://www.wipo.int/pct/en/epct/learnmore.html?N=532>

▼ DOCUMENTS				
▼ RECORD AS HELD BY THE IB				
<input type="checkbox"/>	Documents [Doc ID] ⇅	Source ⇅	Status ⇅	Date ▼
<input type="checkbox"/>	<a href="#">E Filing Transmission Receipt [11]</a> 1 page	ePCT	Processed	06 Mar 2017
<input type="checkbox"/>	<a href="#">ePCT Message [9]</a> 1 page	RO	Not yet processed	06 Mar 2017
<input type="checkbox"/>	<a href="#">Application Body as Filed [2]</a> 4 pages	ePCT	Not yet processed	06 Mar 2017
▼ DOCUMENTS FOR ISA/EP				
<input type="checkbox"/>	Documents [Doc ID] ⇅	Source ⇅	Status ⇅	Date ▼
<input type="checkbox"/>	<a href="#">ePCT Cover Letter [10]</a> 1 page	ePCT	Copy as received	07 Mar 2017
<input type="checkbox"/>	<a href="#">Request for Rectification [11]</a> 1 page	ePCT	Copy as received	07 Mar 2017
▼ DOCUMENTS FOR IPEA/EP				
<input type="checkbox"/>	Documents [Doc ID] ⇅	Source ⇅	Status ⇅	Date ▼
<input type="checkbox"/>	<a href="#">Chapter II Demand for IPEA [13]</a> 6 pages	ePCT	Copy as received	07 Mar 2017
<input type="checkbox"/>	<a href="#">ePCT Cover Letter [12]</a> 1 page	ePCT	Copy as received	07 Mar 2017

# Documents (2)

- Click on 'More' to view indications about the status and public availability of each document type in PATENTSCOPE, plus audit trail information, where available.

▼ RECORD AS HELD BY THE IB

<input type="checkbox"/>	Documents [Doc ID] ↕	Source ↕	Status ↕	PATENTSCOPE ↕	Date ▼		
<input type="checkbox"/>	<a href="#">Validation Log [7L]</a> 1 page	ePCT	Not yet processed	Pending process...	02 May 2...	<a href="#">View</a>	<a href="#">More</a>
<input type="checkbox"/>	<a href="#">[RO/101] Request form [6L]</a> 3 pages	ePCT	Not yet processed	Pending process...	02 May 2...	<a href="#">View</a>	<a href="#">More</a>
<input type="checkbox"/>	<a href="#">Fee Calculation Sheet [5]</a> 1 page	ePCT	Not yet processed	Pending process...	02 May 2...	<a href="#">View</a>	<a href="#">More</a>

Document : [Fee Calculation Sheet\[5\]](#) [Close](#)

Status : Not yet processed

Available on PATENTSCOPE : Pending processing

[View document as it will be rendered at the IB](#)

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▶ 02 May 2019 Ann BARDINI Import



# Documents (3)

- ‘View’ button allows you to view in the same browser window the TIFF version of a document as held in the IB’s electronic system that will be used for subsequent processing and publication

The screenshot displays the 'DOCUMENTS' section of the WIPO PCT system. It features an 'Upload' button and a table titled 'RECORD AS HELD BY THE IB'. The table has columns for 'Documents [Doc ID]', 'Source', 'Status', 'PATENTSCOPE', and 'Date'. A row is highlighted with a 'View' button, which is pointed to by a red arrow. Below the table, there are navigation tabs: 'DATA', 'DOCUMENTS', 'FEES AND PAYMENTS', 'ACTIONS', 'ACCESS RIGHTS', 'TIMELINE', 'NATIONAL PHASE', and 'HISTORY'. The 'DATA' section includes a 'Print' button and a 'VALIDATION REPORT' section showing a report generated on 18 Mar 2019 at 14:44:00 CET. The 'GENERAL INFORMATION' section shows the International Application Number PCT/IB2019/080026 and the Applicant's/agent's file reference 1234567890123456789012345. The 'INTERNATIONAL PUBLICATION' section is also visible.

The preview window shows the 'Fee Calculation Sheet' for the application. It includes the following information:

1234567890123456789012345 1/1  
**PCT (ANNEX - FEE CALCULATION SHEET)**  
(Original in Electronic Form)  
(This sheet is not part of and does not count as a sheet of the international application.)

For receiving Office use only			
0-1	International Application No.	PCT/IB2019/080026	
0-2	Date stamp of the receiving Office		
0-4	Form PCT/RO/101 (Annex) PCT Fee Calculation Sheet		
0-4-1	Prepared Using	ePCT-Filing Version 4.4.009 MT/FOP 2019012	
0-9	Applicant's or agent's file reference	1234567890123456789012345	
2	Applicant	ABC COMPANY	
12	Calculation of prescribed fees	Fee amount/multiplier Total amount	
12-1	Transmittal fee T	∞	
12-2-1	Search fee S	∞	
12-2-2	International search to be carried out by	EP	

# Upload Documents

- ‘Upload’ shortcut button to ePCT Action to ‘Upload documents’ (mostly PDF format) to the IB and also to participating Offices in capacity as RO, ISA, IPEA
  - Types of document selectable depend on recipient selected
  - A cover letter is automatically generated – user can type a message to be included in the cover letter
- Simple, secure alternative to sending documents by mail or fax (*only very limited fax transmissions with the IB available as of 01 January 2020, and currently stopped due to the Covid-19 pandemic*)
- Current date and time at the *recipient* Office is displayed in the interface and set as date of receipt
- After upload, documents are visible under Documents and the recipient Office is notified by the system

# Upload Documents – Priority Document

- Upload of digitally signed priority documents
  - Available only for priority documents issued in electronic format by AT, BR, CZ, FR, IT, PL, PT or US

<https://www.wipo.int/pct/en/epct/learnmore.html?N=838>

# Actions (1)

- Full suite of Actions only available if signed in to ePCT with strong authentication and with eOwner/eEditor access rights to an application

▼ **ACTIONS**

Select Action

Action \*

- Amendments Under Article 19 (text format only)
- Create Power of Attorney
- Declarations under Rule 4.17
- Licensing Availability Request
- Make international application available to DAS
- Observations on close prior art
- Obtain priority document from DAS
- Online Payment
- Prepare and submit indications relating to biological material (RO/134)
- Request for Early Publication
- Rule 92bis change request
- Submit Chapter II Demand
- Translation for international publication
- Upload Documents
- Withdraw Chapter II Demand
- Withdraw Designation(s)
- Withdraw Election(s)
- Withdraw International Application
- Withdraw Priority Claim(s)

# Actions (2)

- “Actions” should be used instead of the equivalent document upload
- The user benefits from pre-filled bibliographic data and automated validations to avoid errors; time limit checks
- Data and documents submitted through Actions are directly imported for processing with no need for retyping (reduces potential transcription errors)
- Secondary workflow benefits, e.g.,
  - Action to withdraw application automatically prevents publication if technical preparations not yet complete
  - Action to submit Chapter II Demand reroutes to IB if required for time limit (e.g., time limit just expired at IPEA/AU)

# Timeline

- Date and time in Geneva, Switzerland, is displayed at the top of the screen to facilitate awareness of deadlines
- Graphical representation of PCT time limits
- Summary of key dates
- E-mail alerts for most of these time limits can be set up in Notifications Preferences

<https://www.wipo.int/pct/en/epct/learnmore.html?N=528>

# Sharing of Access Rights – eHandshake

- First step in sharing access rights to PCT applications
- Consists in the association and trusted recognition between different WIPO User Accounts with strong authentication before access rights can be shared
- eHandshakes do not directly result in shared access rights which have to be specifically assigned (default access rights options can be pre-defined)
- eHandshakes are managed within your WIPO account (select “My Account” from the drop-down menu next to your name)

# Types of Access Rights

## ■ eOwner

- Complete control over all aspects of the PCT application in ePCT
- May be the applicant, agent or other individual (e.g., paralegal, assistant, secretary) who actually filed the PCT application, or another individual to whom access rights were granted by an existing eOwner

## ■ eEditor

- Can do everything except assign access rights

## ■ eViewer

- “Look” but don’t “Touch”

<https://www.wipo.int/pct/en/epct/learnmore.html?N=694>



# Assigning + Managing Access Rights (1)

- An eOwner can assign/modify/remove access rights via the Workbench (e.g. for multiple applications) or within individual applications via the 'Access Rights' function

The screenshot displays the 'Actions' menu for selected applications. The dropdown menu is open, showing the following options:

- Manage access rights
- Remove my rights

The table below shows the selected applications:

Application No.	Status	Pub No.	Pub Date	Applicant	Role	Action
<input checked="" type="checkbox"/> PCT/IB2019/040166	Not yet Published	<a href="#">000ABKR-1003</a>	25 Apr 2019	BMW GMBH	<a href="#">eOwner</a>	<a href="#">Add</a>
<input checked="" type="checkbox"/> PCT/IB2016/030353	Not yet Published	<a href="#">00ABePay0512</a>	05 Dec 2016	BLACK, Joe	<a href="#">eOwner</a>	<a href="#">Add</a>
<input type="checkbox"/>	New IA - Draft	<a href="#">D-ABA-1806</a>			<a href="#">eOwner</a>	<a href="#">Add</a>

# Assigning + Managing Access Rights (2)

- Access rights can be managed for multiple applications at the same time, including removal of all ePCT access rights for an eHandshake user in one step via your eHandshakes screen
- Access rights can be automatically assigned to a default group of eHandshake users
- Best practice - always have **at least 2 eOwners** to facilitate access rights management
- Access rights should be removed for ePCT users no longer requiring access (e.g., change of applicant, change of agent, departure, etc.)
- Full history of all access rights modifications available

# eOwnership of PCT applications

- Process is automatic when using ePCT-Filing  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=693>
- Access rights can be assigned to (confirmed) associates, including prior to filing
- Default access rights can be set up and automatically applied, either to individuals or to groups of individuals, each time you create a New IA or are confirmed as 'eOwner' following a successful request for access rights
- If ePCT-Filing is not used, additional steps are required to take eOwnership and gain access rights

# Taking eOwnership

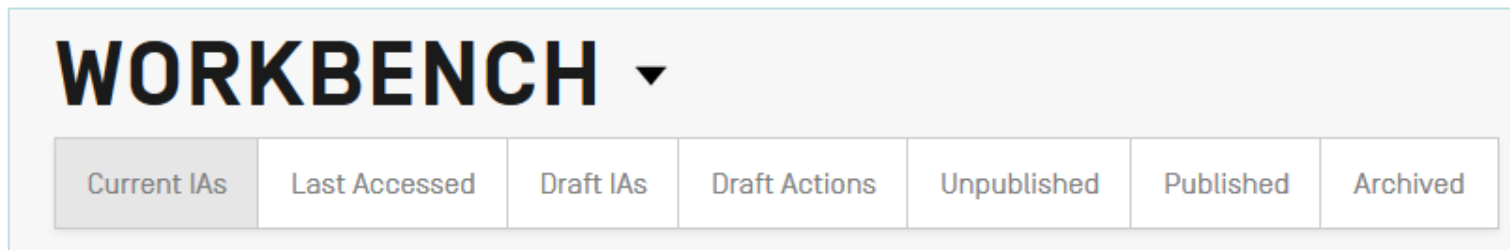
- Search for application outside of your Workbench and select reason “Request access rights”

The screenshot displays the 'WORKBENCH' interface with a search form titled 'FIND IA OUTSIDE OF MY WORKBENCH'. The form includes the following elements:

- Buttons: 'CREATE NEW IA' and 'FIND IA OUTSIDE OF MY WORKBENCH' (highlighted with a red box).
- Workbench Filter: 'WORKBENCH' with a dropdown arrow, and tabs for 'Current IAs', 'Draft IAs', 'Draft Actions', 'Unpublished', 'Published', and 'Archived'.
- Search Bar: A text input field labeled 'Search' with a magnifying glass icon.
- Filter Options: 'Filter Applied | Save filter | Download list | Columns | Show rows [ALL]'.
- Form Fields:
  - 'International Application Number \*' (highlighted with a red box).
  - 'International Filing Date \*' (highlighted with a red box).
  - 'Reason \*' dropdown menu with 'Request Access Rights' selected (highlighted with a red box).
- Buttons: 'Cancel' and 'Search IA'.

# Workbench functions (1)

- Your landing page – a list of all PCT applications to which you have access (eOwner, eEditor, eViewer)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=692>
- The Workbench has 7 pre-defined shortcut filter buttons to display applications filtered as per their status



- If any applications have passed 30 + 2 months from the priority date, ePCT proposes to archive them for you when you sign in

Consider archiving IAs for which the 30 month time limit [end of the international phase] has expired +2 additional months for entry into national phase in certain designated Offices [Archive](#)

# Workbench functions (2)

- Many combinations of filters are possible on the Workbench - you can choose to extend filter to archived IAs

The screenshot shows a 'Show Filter' dialog box with the following elements:

- Buttons: Show Filter | Download list | Columns | Show rows [ALL]
- Checkbox:  Extend filter to archived IAs
- Text input: Search Criteria \*
- Buttons: Reset | Add criteria | Apply Filter

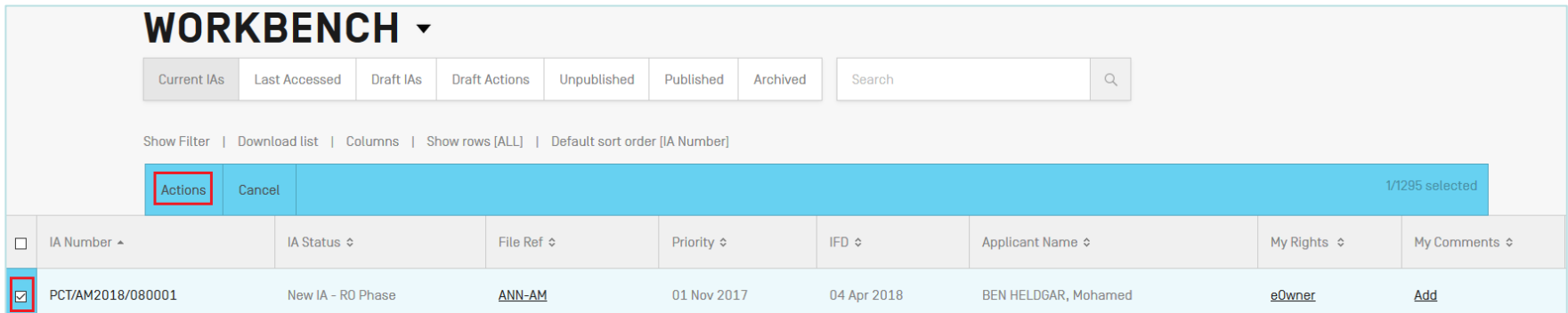
- It is possible to save 'favorite' filter combinations for reuse

The screenshot shows the 'SAVE FILTER' dialog box within the 'WORKBENCH' interface. The interface includes tabs for Current IAs, Last Accessed, Draft IAs, Draft Actions, Unpublished, Published, and Archived, along with a search bar. The 'SAVE FILTER' dialog box contains:

- Buttons: Filter applied | Save filter | Download list | Columns | Show rows [ALL] | Default sort order [IA Number]
- Section: **SAVE FILTER**
- Text input: Filter Name \*  
RO/EP English filings
- Buttons: Cancel | Save filter

# Workbench functions (3)

- The Workbench columns can be re-arranged by dragging/dropping; customize show/hide ('Save columns' to keep applied changes)
- Workbench list can be downloaded to a spreadsheet
- Select one or more applications to reveal a bar that gives access to functions such as managing access rights, archiving and organizing applications into Portfolios



The screenshot displays the 'WORKBENCH' interface. At the top, there are tabs for 'Current IAs', 'Last Accessed', 'Draft IAs', 'Draft Actions', 'Unpublished', 'Published', and 'Archived'. A search bar is located to the right of these tabs. Below the tabs, there are links for 'Show Filter', 'Download list', 'Columns', 'Show rows [ALL]', and 'Default sort order [IA Number]'. A blue bar is visible, containing an 'Actions' button (highlighted with a red box) and a 'Cancel' button. To the right of this bar, it indicates '1/1295 selected'. Below the bar is a table with the following columns: IA Number, IA Status, File Ref, Priority, IFD, Applicant Name, My Rights, and My Comments. The first row of the table is highlighted in light blue and contains the following data:  PCT/AM2018/080001, New IA - R0 Phase, ANN-AM, 01 Nov 2017, 04 Apr 2018, BEN HELDGAR, Mohamed, eOwner, and Add.

<input type="checkbox"/>	IA Number	IA Status	File Ref	Priority	IFD	Applicant Name	My Rights	My Comments
<input checked="" type="checkbox"/>	PCT/AM2018/080001	New IA - R0 Phase	ANN-AM	01 Nov 2017	04 Apr 2018	BEN HELDGAR, Mohamed	eOwner	Add

- Clicking on the IA number, file reference or 'My rights' link will open up the corresponding application

# Portfolios

- User-defined, personal ‘virtual folders’ for grouping PCT applications
- Portfolios are basically filters for viewing PCT applications in groups that are meaningful for the user who defines them
- Deletion of PCT applications from a Portfolio or deletion of the Portfolio itself only deletes the virtual grouping, not the applications themselves
- Switch between the Workbench view and Portfolio-based view of your applications

<https://www.wipo.int/pct/en/epct/learnmore.html?N=546>



# ePCT Notifications

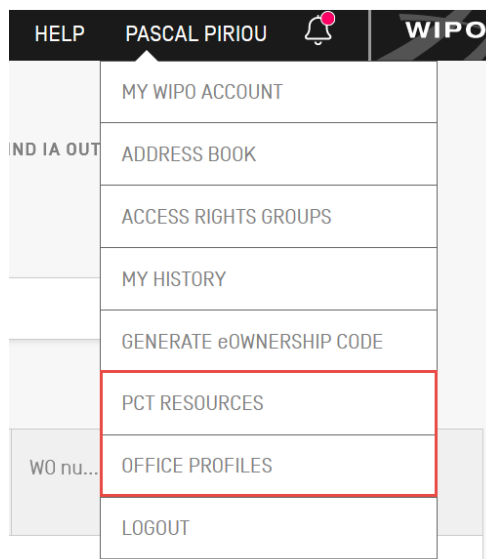
- Strong authentication required to benefit fully
  - Preferences allow you to specify the events in the lifecycle of a PCT application for which you want to receive notifications
  - Informative reminders, not yet a formal communication method (planned as future step)
  - Method (e-mail, ePCT Notifications list, or both) and type of notifications
- Filters
  - Received date, read date, unread, date range
- Clearing of notifications from the list
- Only most recent 500 notifications are stored

# Multilingual Address Book

- Record and store contact details of applicants, inventors, and agents
- Possibility to include English transliteration for entries in Arabic, Chinese, Japanese, Korean, Russian
- Import of existing address book (.csv extension) from PCT-SAFE or EPO online filing software
- Address book sharing based on access rights
  - eOwner (can edit, view and share)
  - eEditor (can edit and view)
  - eViewer (can view only)

# Direct links to useful information

- PCT Resources page <https://www.wipo.int/pct>
- Quick access to other WIPO online services, e.g., DAS, Madrid (trademarks), The Hague (designs), distance learning courses, subscription to newsletters, etc.
- Office profiles (look up competent RO-ISA info, closed dates, fee amounts, filing methods, etc.)



# ePCT in DEMO mode

- <https://pctdemo.wipo.int>
- Demo environment in which you can practice and familiarize yourself with ePCT
- **Do not use confidential or sensitive data in the ePCT demo environment**
- **BE CAREFUL NOT TO CONFUSE DEMO MODE WITH PRODUCTION MODE!**

# HELP with ePCT (1)

- Use the “HELP” link in the ePCT header  
<https://www.wipo.int/pct/en/epct/support.html>
- FAQs and user documentation
  - ❑ Database of help info (use ‘Search’ feature to pinpoint a topic)
  - ❑ Live Chat (during business hours) available via FAQ answers
  - ❑ Webinars on ePCT
  - ❑ Useful “how to” videos
- Contingency upload service is available via HELP page to submit PDF documents to the IB (to be used only if the ePCT system is not available)  
<https://www.wipo.int/pct/en/epct/learnmore.html?N=1010>

# HELP with ePCT (2)

- Look up ePCT reference data held in IB data base – the basis for extensive validations in the system, including Office profiles, closed, dates, fee amounts, etc.
- PCT eServices
  - Tel: +41-22-338-9523
  - E-mail: [pct.eservices@wipo.int](mailto:pct.eservices@wipo.int)
  - Monday to Friday, 9am-6pm Geneva time
  - Chat feature available

# Thank you!

