

Training Workshops for Trade Marks Application Filers

(Circular No. 4/2016, dated 25 Apr 2016)

Introduction

As part of IPOS' ongoing effort to assist IP²SG users to file trade mark applications, we will be conducting hands-on training workshops to address common filing issues and to allow users to familiarize themselves with new user tools designed for trade mark application filing, such as the 1) ICGS Autochecker tool, 2) Boolean Search facility, and 3) Trade Marks Similar Mark feature.

Training Workshop Details

There would be 3 workshops in total, held from 2 to 3 June 2016. Users need only attend one session. Each workshop will last about 2 hours, and the training topics are as follows:

- Addressing filing issues commonly encountered by trade mark application filers
- Learning to use the "ICGS Autochecker" tool for your trade mark applications
- Putting the "Boolean Search" facility to good use
- Making the "Trade Marks Similar Mark" feature work for your trade mark search needs

Users attending the training workshops may wish to bring your own laptop, preferably with Ethernet ports (for LAN), as computers will not be provided during the workshops.

To ensure quality training, and to maintain a good trainer-to-trainee ratio, 20 users will be registered for each workshop.

Registration Details

Details of the training workshops are as follows:

Date	Time
2 June 2016	9am - 11am
2 June 2016	2pm - 4pm
3 June 2016	9am - 11am

Venue: IPA Training Room 2, #01-01 Manulife Centre, 51 Bras Basah Road, Singapore 189554

Please register on the following website, and provide us with your name, organisation (if any) and email address:

<http://www.signupgenius.com/go/10c0445aca92baaf94-tmtraining>

Registration closes at **13 May 2016, 2359h**.

Should you have any queries regarding the training workshop, please email us at david_gan@ipos.gov.sg.