

July 7, 2016

7 Motion

7.1 Dashboard

This section applies to all filing parties.

Once you have logged in to PTAB E2E you will be taken to your dashboard (see fig 1).

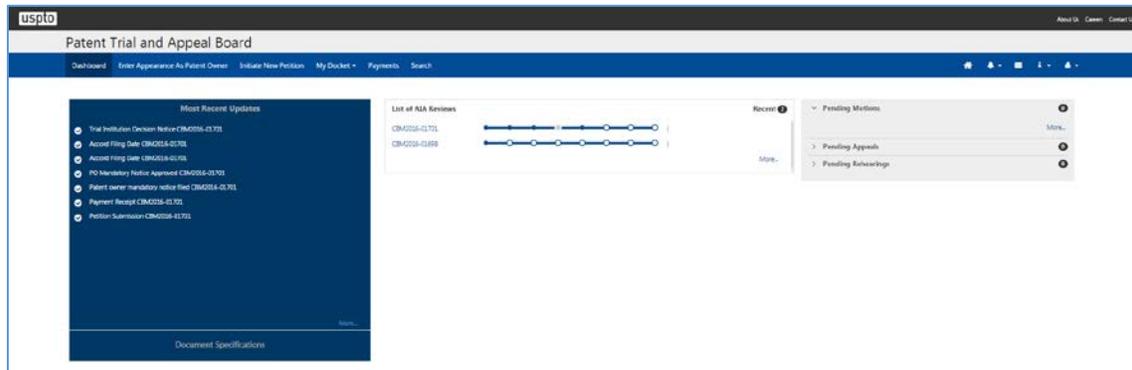


Figure 1. Dashboard

Select “My Docket” located on the dashboard ribbon (see fig 2).

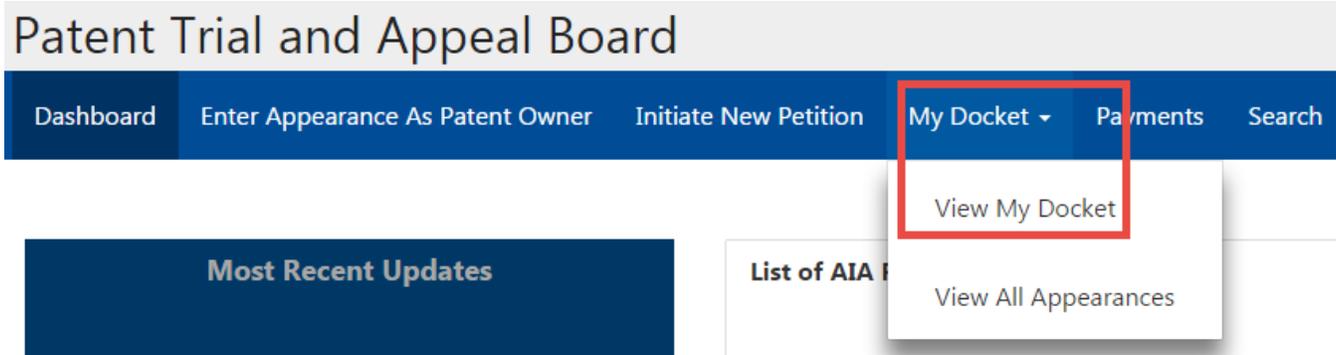
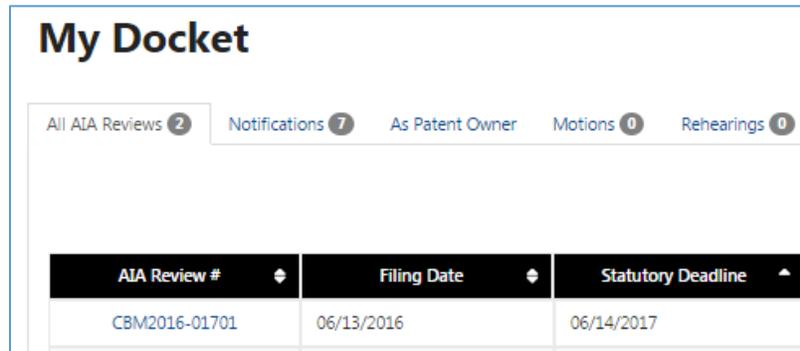


Figure 2. Dashboard Ribbon

7.2 My Docket

1. Select “View My docket”
2. You will be taken to the “My Docket” page
3. Click on the AIA Review number of the case in which you would like to file a motion to activate the hyperlink (see fig 3 below)



My Docket

All AIA Reviews **2** Notifications **7** As Patent Owner Motions **0** Rehearings **0**

AIA Review #	Filing Date	Statutory Deadline
CBM2016-01701	06/13/2016	06/14/2017

Figure 3. My Docket

4. The AIA Review will open in a new window (see fig 4).



Figure 4. AIA Review new Window

7.3 AIA Review Actions

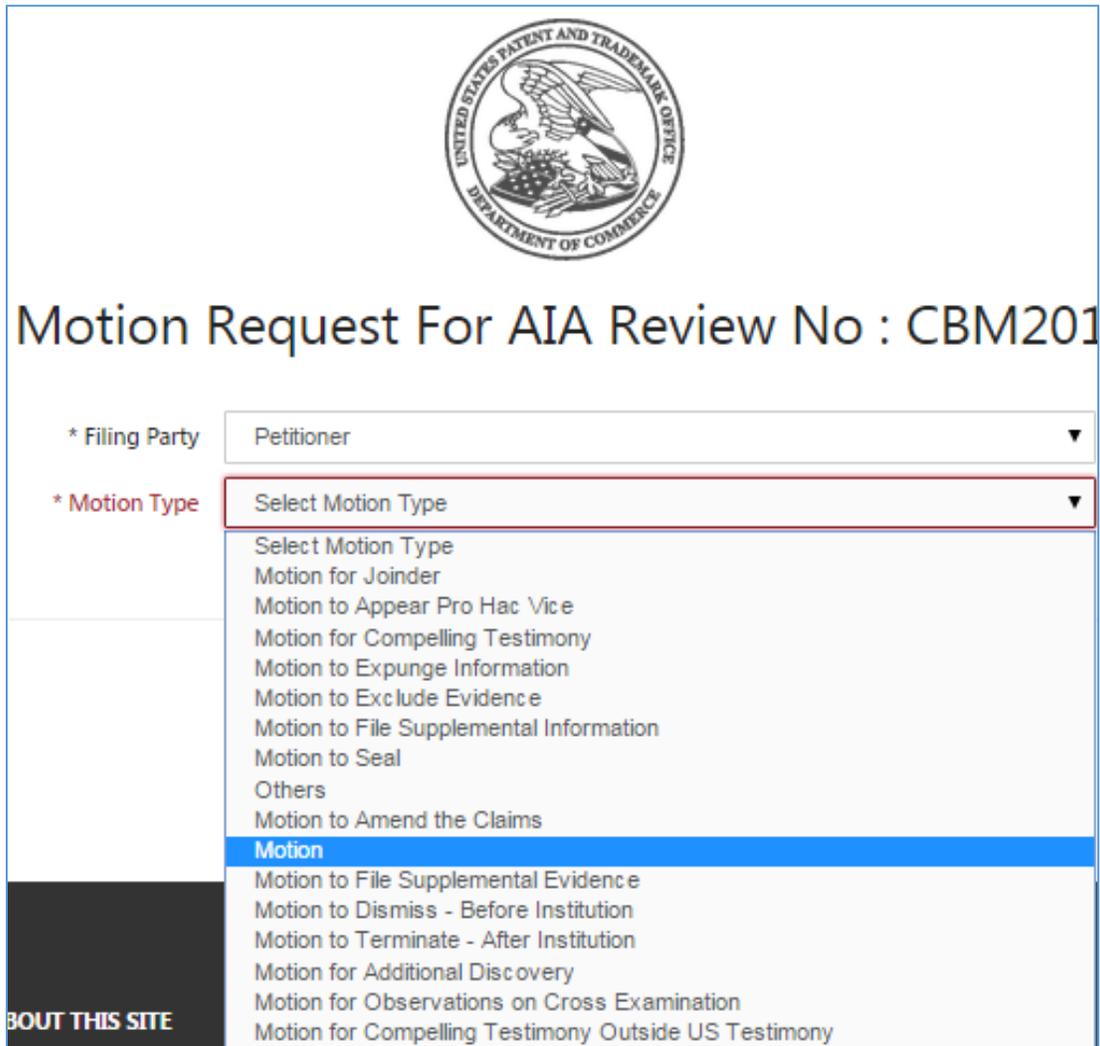
1. Click on the “AIA Review Actions” drop down arrow
2. Select file a motion (see fig 5).



Figure 5. AIA Review Actions

7.4 Motion Request for AIA Review

1. You will be taken to the “Motion Request for AIA Review” page
2. If you are a Petitioner select (Petitioner or Joint Request) from the dropdown, if you are a Patent Owner select (Patent Owner or Joint Request) from the dropdown.
3. Select the motion you wish to file (see fig 6).



The screenshot shows the "Motion Request For AIA Review No : CBM201" page. At the top center is the seal of the United States Patent and Trademark Office, Department of Commerce. Below the title, there are two dropdown menus. The first is labeled "* Filing Party" and has "Petitioner" selected. The second is labeled "* Motion Type" and has "Select Motion Type" selected. A red box highlights the dropdown menu, which is open to show a list of motion types. The list includes: "Select Motion Type", "Motion for Joinder", "Motion to Appear Pro Hac Vice", "Motion for Compelling Testimony", "Motion to Expunge Information", "Motion to Exclude Evidence", "Motion to File Supplemental Information", "Motion to Seal", "Others", "Motion to Amend the Claims", "Motion" (highlighted in blue), "Motion to File Supplemental Evidence", "Motion to Dismiss - Before Institution", "Motion to Terminate - After Institution", "Motion for Additional Discovery", "Motion for Observations on Cross Examination", and "Motion for Compelling Testimony Outside US Testimony". In the bottom left corner, there is a black button labeled "ABOUT THIS SITE".

Figure 6. Select Motion

7.5 Motion Request for AIA Review

1. You will be taken to the “Motion Documents” section
2. For Type select (Paper or Exhibit) from the dropdown
3. For Paper Type make your selection from the dropdown (see fig 7). If you are filing the first paper in a motion, i.e. the motion itself, the paper type will probably be the same as the motion type. If you are responding to a motion, or an opposition to a motion, choose your paper type accordingly.

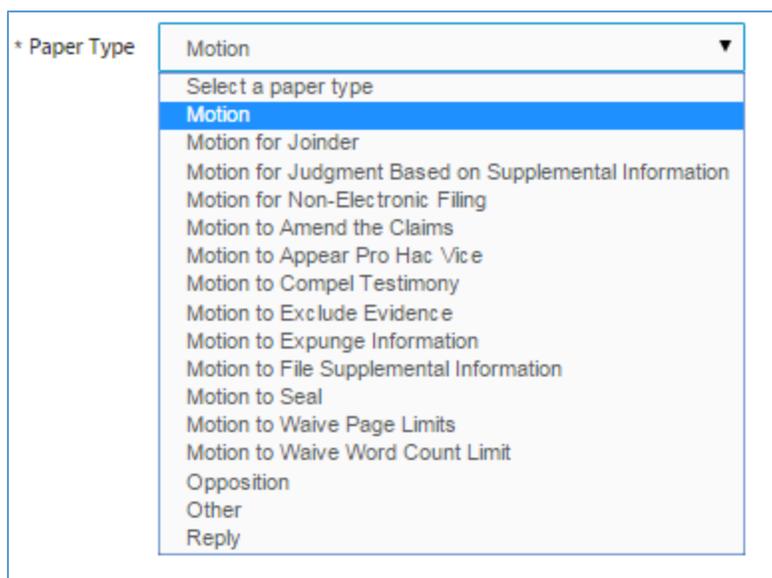


Figure 7. Paper Type

4. Give a proper “Name” to your motion
5. Select “Choose File” to attach your document.
6. Select one of the following from the dropdown (Available for everyone, Available to parties and board, Available to filing party and board, Available only to the board)
7. Click add (see fig 8).

Motion Documents

* Type

* Name

* Attach a document No file chosen

* Availability

Figure 8. Motion Documents

8. Review the metadata for your motion
9. Click submit

Name	Type	Attachment	Number	Paper Type	Filing Date	Filing Party	Availability	Actions
My Motion	PAPER	Motion.pdf	9	Motion	06/17/2016	patentowner	PUBLIC	 

Figure 9. Submit Your Motion

10. Your motion is now submitted and in “Pending Review” status, figure 10 below.

Filing Date	AIA Review Number	Filing Party	Motion Type	Motion Status	Actions
06/17/2016	IPR2015-80711	Patent Owner	Motion	PENDING REVIEW	<input type="button" value="View Documents"/> <input type="button" value="View Details"/>

Figure 10. Motion Pending Review

11. If you want to add additional exhibits and documents, please see section 6 “Upload documents” of the external user guides.