

**UNITED STATES  
PATENT AND TRADEMARK OFFICE**



# Remote hearings

# Remote hearing readiness: generally

- Oral hearings for appeals are telephonic
- Oral hearings for AIA trials are by video or by telephone
- You will receive a Hearing Order with relevant instructions.
  - Appeals: a few days before oral hearing date
  - AIA Trials: ~three weeks before oral hearing date
- If you have any questions or special requests, please contact us at [PTABHearings@uspto.gov](mailto:PTABHearings@uspto.gov)

# Remote Hearing Readiness: Appeals

An oral hearing before a merits panel of the Patent Trial and Appeal Board has been scheduled to be included in the session of hearings commencing **Monday, April 6, 2020 at 1:00PM ET**. A Telephonic Oral Hearing has been granted.

This appeal hearing is set to be heard in a session of oral hearings beginning at **1:00 PM ET**. **PTAB Hearings will provide Appellant with connection information prior to the hearing.** The Board will provide a court reporter and a transcript of the call will be entered into the record. All other expenses involved with the Telephonic Hearing, such as the cost of the call, must be borne by Appellant.

- Please be ready when your session begins
- For more precise timing, contact PTAB Hearings at (571) 272-9797



# Remote hearing readiness: trials

- Please contact PTAB Hearings at (571) 272-9797 five business days prior to the oral hearing date to receive video set-up information
  - A day or two before the oral hearing date, we will contact you to test your connection, and resolve any technical issues

# Best practices for remote hearings

- If at any time during the proceeding, you encounter technical or other difficulties that fundamentally undermine your ability to adequately represent your client, please let the panel know immediately, and adjustments will be made
  - For example, if a party is experiencing poor video quality, the Board may provide alternate dial-in information

# Best practices for remote hearings

- Please unmute yourself only when speaking
- Identify yourself when you speak
- There may be audio lag
  - Please observe a pause prior to speaking, so as to avoid speaking over others
- For best audio quality, please use a headset

# Best practices for remote hearings

- For video, dress as you would for an in-person hearing
- The panel will have access to all papers filed with the Board, including demonstratives
  - For AIA Trials, there will be no shared screens, so please identify clearly and specifically each demonstrative/paper referenced



# Public access

- Public access instruction on PTAB Hearings webpage, under “Hearing Schedule”
  - Until further notice, Patent Trial and Appeal Board (PTAB) oral hearings will be conducted remotely by video or telephone. During this time period, to listen in on any particular oral hearing, please make a request via email to [PTABHearings@uspto.gov](mailto:PTABHearings@uspto.gov). The request should include any request for accommodations for individuals with disabilities, including captioning. The request must be received at least three business days prior to the oral hearing date. The Board will then respond to the request, and also provide any connection information. At a later date, a transcript for each oral hearing will be entered into the record of the relevant proceeding, and will be publicly available in PTAB E2E (<https://ptab.uspto.gov/#/login>) for AIA Trials or in Public Pair (<https://portal.uspto.gov/pair/PublicPair>) for appeals, unless an exception applies.
- [www.uspto.gov/patents-application-process/patent-trial-and-appeal-board/hearings](https://www.uspto.gov/patents-application-process/patent-trial-and-appeal-board/hearings)
- Audio only; public muted



**Thank you!**

[www.uspto.gov](http://www.uspto.gov)