



AOP Connect



AOP Connect Quick Start Guide

www.rws.com



Research prep

Welcome

The AOP Connect Quick Start Guide provides you a short introduction to the areas of the AOP Connect platform that are most important in getting you participating in our Studies – creating your Profile, qualifying for a Study, uploading your Responses, understanding the Research Requirements and Highlighting.

For a more in-depth guide to our research crowdsourcing process and the AOP Connect platform, please click the following link for our Researcher Manual: <https://app.articleonepartners.com/resources/rws-researcher-manual.pdf>

Researcher registration

When you register as a Researcher with RWS, we welcome you to our global community of Researchers through an online registration process. The registration process walks you through the creation of an account and provides valuable information to get you started. Now that you've created an account, we invite you to take these next steps before participating in our Studies.

The screenshot shows the AOP Connect Researcher Registration page. At the top, there's a navigation bar with the AOP Connect logo and links for About, Solutions, Resources, Researchers, Studies, Register, Contact, and Login. The main heading is "Researcher Registration" with a subtext: "To date, we have paid out \$9,473,643 to our Community. Register below to start earning Rewards as one of our Researchers." The registration form includes fields for First Name, Last Name, Email, Username, Password, and Country of Residence. Below these are checkboxes for "Study Updates" (Strongly Recommended), "Study Suggestions", and "Additional Opportunities". At the bottom, there's a checkbox for "I agree to the Terms of Use, Privacy Policy and Researcher Agreement" and a "Register" button. On the right side, there's a sidebar with three steps: 1. Register (Give us some basic information to get your account setup.), 2. Profile (Entering information such as Technical Knowledge, Related IP Experience, Work/Education History, etc gets you closer to having a Complete Profile and taking an important step to being considered for participation in Invitation Only Studies.), and 3. Start Researching (Perform quality research and get paid! With varying Rewards you can win a study or get smaller payments for high quality work, even without winning. The more high quality research entered, the higher chance you have of being invited to guaranteed payment programs.).

Email settings

It's important to choose email settings that will ensure you're receiving communications from RWS regarding new studies and any study suggestions that may be of interest to you.

Email Settings

☒ **Study Updates** Strongly Recommended
I would like to receive study update emails, highlighting recently launched studies and researcher news and tips.

☒ **Study Suggestions**
I would like to receive study suggestion emails based on my expertise and prior activity.

☐ **Additional Opportunities**
I would like to receive information from other RWS divisions and businesses about opportunities that might be of interest to me. You can find out more about other RWS divisions here: <https://www.rws.com/what-we-do/>

Study Email Settings

☒ I would like to receive an email confirmation for each of my response submissions.

☒ I would like to receive an email alert when my submission limit changes for a study.

Expert Study Invitations

☒ I would like to receive invitations to expert studies.

Profile

Complete your [Researcher Profile](#). The profile allows you to provide more information about your education background, work experience, and areas of expertise. We will use the information to let you know about Studies that match your skills. We will also use the profile information to invite Researchers to participate in Invitation Only Studies as Experts.



Complete the [Payment Info](#) tab in your account to select your payment method. Make sure that your Payment Info is properly and completely filled out and updated before you start working on a Study.

Participating in a Study

Once you find information that matches the Research Requirements, you are ready to submit a response. Responding to a Study is straightforward, but there are some important points to remember to improve your chances of earning a Reward.

Eligibility Questionnaire

Prior to submitting your first response to a Study, you will be asked to complete a questionnaire to determine your eligibility to participate. This questionnaire helps to ensure that there are no conflicts of interest that may prevent you from participating in the Study. You need to complete this questionnaire only once for each Study. To complete the questionnaire, please click on the Qualify button.

 **Qualification Questions** 

Please complete the eligibility questionnaire below. The questions apply to the study patent and each reference you submit for this study.

If after reviewing the study, I have a conflict of interest due to my present or prior employment involving the owners or inventors of the patent, I agree to refrain from working on the Study. If necessary (invited participant), informing RWS of such decision.

☐ Agree ☐ Disagree

I acknowledge and confirm that I am aware of my duty and obligation not to profit (e.g. receive payment from any other company/person) from and to maintain the confidentiality of the information associated with the Study.



☐ Agree ☐ Disagree

I acknowledge and confirm that all responses will be a result of my own research and will not be obtained from another person.

☐ Agree ☐ Disagree

To respond to a Study you must have acknowledged our [Researcher Agreement](#) and agree to abide by our current Policies, including our [Terms of Use](#) and [Privacy Policy](#). Click on each of the highlighted items to review. I confirm that I have reviewed the Researcher Agreement and agree to abide by its terms and the policies of RWS Information US LLC.

☐ Agree ☐ Disagree

 **Success** 
• Congratulations, you are eligible to participate in this study.

You may now click on the Respond button to submit a response. Clicking the Respond button on the Study page activates the form that will guide you as you complete your response.

Document upload

For most submissions, you will be asked to upload a primary document after providing the bibliographic information. Make sure that the file you upload includes the full text of the document, rather than just the abstract. The file must not have any identifying information (e.g. your name) or other marks or highlights not part of the actual text of the document. The copy of the document must clearly indicate the relevant date, as described in the section on [Response Dates](#).

If your original document is in a language other than English, you will also be asked to upload a translation in the Translation PDF tab.

Please keep in mind that for the majority of studies, you are being asked to search for and submit copies of previously published documents for which the date can be verified (such as shown on the face of the document, verified from web archive, available as part of the metadata).

We do not want to see any content created after the latest date for responses, such as self-published content, AI generated content, or analysis performed by you in response to the research requirements. Any submission other than a previously published document will be rejected. An analysis from an AI engine explaining why a patent should be invalidated **IS NOT** useful evidence for our clients and should be avoided. Only past publications are of interest.

Clicking the Proceed button will save the bibliographic information and upload the file(s) you entered in the fields provided. The timestamp for your response will be based on when you click the Proceed button.

Research requirements

The Research Requirements are presented in outline form to establish the relationship of the elements to each other. An icon next to each element indicates if it is a priority, conditional, or optional element. To facilitate the review of your response, you will be asked to highlight the specific sections of the text that correspond to the elements of the Research Requirements.

- A priority element has a ★ green star next to it. Ideally, all priority elements are present in your response. While a response may still be In-Scope even if it does not cover all the Priority elements, it will have a higher chance of winning a Reward if it covers most, if not all the Priority elements.
- A conditional element has a ☆ open green star next to it. Refer to the parent requirement of the conditional element to understand when this element is required. For example, a parent requirement may ask for two out of six listed elements. In this case, all six elements under the parent are marked with a white star ☆ , and you must meet at least two to fulfill the requirement.

- An optional element has an ★ six-pointed asterisk next to it. Optional elements are not required to be present in your response. The Client, however, prefers to see these elements if they are present.

A Study may have special instructions based on the type of research required. Special instructions will be provided in the Study page as needed.

Response highlights

Unless otherwise stated in the Study, you will be asked to highlight the sections of the document that best match the Research Requirements. This is your opportunity to indicate why you think the response is relevant to the Study. Matching each Research Requirement to the most closely related text or section of the document gives you the opportunity to call attention to the most relevant parts of the document and draw attention to its quality and importance to the study. The highlights are also instrumental in **determining whether the document is in-scope**.

When highlights are reviewed, the Study Management Team looks at the following:

Accuracy: Accurately highlighting your submission is critical. Each highlight should clearly relate to the research requirement with which it is associated. Simply highlighting keywords is insufficient. The keywords must be considered in context. It is far better to leave a Research Requirement blank rather than highlight erroneous passages.

Specificity: Highlighting large sections of text is nearly as useless as providing no highlighting whatsoever. Complete paragraphs or entire figures are not helpful to the review team. The particular sentence of interest or specific part in a figure should be separately highlighted and associated with the specific requirement to which it relates. Optimally, you'll highlight no more than 1 or 2 key sentences for each Research Requirement. Precision is key. While the full document may be relevant, please focus only on the sections that directly relate to each element of the Research Requirements. Be as specific as possible. Avoid highlighting entire paragraphs; instead, pick out the most crucial parts.

Number of highlights: Each requirement typically needs no more than 1-3 highlights. Every instance of the requirement in the submitted text does not need to be highlighted, only the best instance; be selective. The full document may have several sections that are related to the same Research Requirement, but you do not need to highlight all if one or two will be enough to demonstrate that the Research Requirement is indeed present in the document. Over highlighting makes the document look cluttered and reduces the overall effectiveness of the highlights. Highlight sparingly to ensure the most important information stands out to the reviewer.

How to Highlight Responses

The AOP Connect highlighting tool allows a researcher to match the relevant section of the response to the corresponding Research Requirements. Upon clicking the Proceed button in the response form (as described in the [Response Process](#)), you have 120 minutes (two hours) to complete your response highlights. If you send your response less than two hours before the Study expires, you will only have until 12 noon ET US of the Expiration Date to complete the highlights. Edits to the highlights are not allowed after the allotted time.

To view your responses to a Study, please follow the My Responses link for each Study through the [My Studies](#) page, listed under Actions. For each response, the Highlights column in the table will provide a link to view your highlights. You may edit your highlights through the link within the allotted time.

Adding a highlight

Click and drag to create an area highlight. Choose the element(s) corresponding to the highlight. Click Save.

Once you have added the highlight, the corresponding element of the Research Requirements in the right panel will also be highlighted. This will allow you to see which elements are not yet covered by your highlights. Please provide highlights for as many Priority elements as possible. While a response may still be In-Scope even if it does not cover all the Priority elements, it will have a higher chance of winning the Reward if it covers most, if not all, the Priority elements. **In addition to highlights for the research requirements, you may also want to highlight any text or figures that are responsive to a lead (associated with the most appropriate study requirement).**

For more information about Priority, Conditional, and Optional elements, please refer to the Research Requirements section of the [Parts of a Study](#) page.

Reviewing and Editing Highlights:

Click the icon corresponding to the element in the right panel to see the highlight(s) for that requirement. Hover above a highlight and click on the pencil icon to edit or the X to delete.

Highlighting tips:

A 1:1 match is ideal. You may relate a highlight to multiple Research Requirements, but we prefer that you relate one highlight to only one element. If a section or block of text is related to multiple elements, we suggest that you break down the highlights, so that each is matched to the most closely related element. If you are associating a single highlight with all of the Research Requirements or highlighting an entire paragraph, you are likely not being specific enough.

- If you are highlighting multiple components in a chemical composition, try to highlight them each within the same embodiment or example. Simply having all the correct words in the document, but each in a different example is less useful.
- For mechanical devices and computer systems, if you are highlighting an individual part in a figure, the corresponding text to describe that element should also be highlighted.

Your goal is to assist the Study Management Team to quickly determine whether the reference is of interest. Proper highlights allow the team to evaluate responses quickly and accurately and will draw attention to key elements, thus increasing the chance that the submission receives a reward. Excellent highlighting is most likely to bring the best reference to the attention of the study reviewers.

Get Help:

Ask RWS Support. Do not resubmit the same document if you encounter a technical issue with the highlighting tool. Instead, send us an email to notify us about the issue. Include as many details as possible (for example, the Study number, the Response ID of the submission, any error message that is displayed, and the web browser you are using). Please note that we may not open the response for highlights once it has already been reviewed.

Highlighting Example - Research Requirements

To further assist, the following research requirements are used to provide visual examples of each Highlight status (e.g. Excellent, Acceptable and Unacceptable). These are examples in a very simple study. Please keep in mind that the stringency or strictness of review will vary with the difficulty level of the study.

Priority

To satisfy, complete 4 priority

1. An aerodynamic toy comprising:
 - 1.1 a circular central portion (12) having a center surrounded by a substantially flat circular surface area whose boundary is defined by a predetermined radius; 1.2 a rim circumscribing the central portion (14).
 - 1.3 a surface of curvature (16) extending from the central portion boundear and curving downwardly to a point of junction with the rim to form an upper convex surface and a lower concave surface of the toy.
 - 1.4 and air flow spoiling means located on the convex surface of a curvature and extending substantially from the boundary to the point of juncture at the rim, said spoiling means comprising a plurality of concentric circular raised ribs being concentric about the center (22).



An example of Acceptable Highlighting (The highlights are accurate and specific. The response is eligible for a Reward.)

SHARPSHOOTER™ GOLF DISC

EXTREMELY STRAIGHT AND ACCURATE FLYERS

Aerodynamic Steps Balance the Lift

1.1
1.2, 1.4

SHARPSHOOTER #1 Golf Disc
Case of 12 Stock #76R12

SHARPSHOOTER #2 Golf Disc
Case of 12 Stock #77R12

SHARPSHOOTER #3 Golf Disc
Case of 12 Stock #78R12

SHARPSHOOTER Assortment
6 of SharpShooter #1, 3 each of SharpShooters #2 and #3
Stock #79S12

Perfectly matched for grip and stability, all three discs can be thrown using the same motion. Just choose the disc for the distance you need.

Precision Long-Range Driver #1—
When you need the distance of a long range driver combined with the accuracy of Aerobie's Step Technology.

Precision Mid-Range Driver #2—
When you need slightly less distance, you will benefit from even greater accuracy with this disc.

Precision Approach and Putter #3—
Use this disc when you need an accurate approach or putt.

1.2, 1.3
1.4

Recommended for ages 13 and up

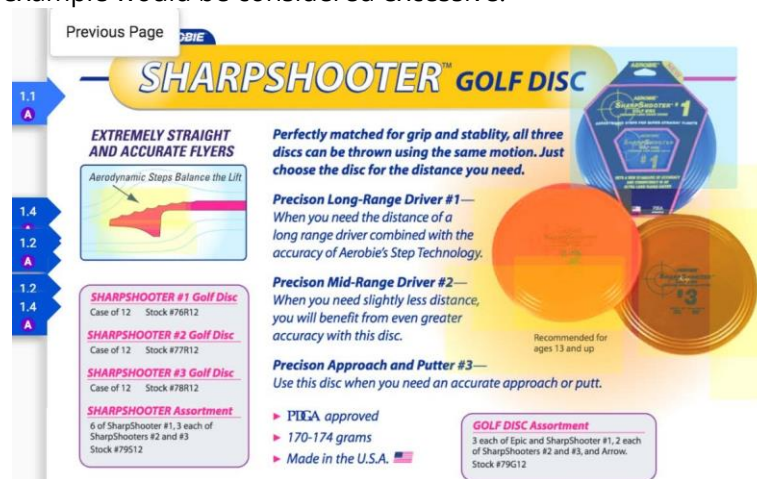
► **PGA approved**

► **170-174 grams**

► **Made in the U.S.A.**

GOLF DISC Assortment
3 each of Epic and SharpShooter #1, 2 each of SharpShooters #2 and #3, and Arrow.
Stock #79G12

An example of Unacceptable Highlighting (The highlights are inaccurate, excessive or not specific. The response is not eligible for a Reward). The reason is: The highlight is excessive. To highlight additional matter beyond what is included in the Acceptable or Excellent example would be considered excessive.



An example of Unacceptable Highlighting (The highlights are inaccurate, excessive or not specific. The response is not eligible for a Reward). The reason is: The highlight is not specific.





RWS
IP Services

www.rws.com | support@aopconnect.zendesk.com

**For more information and to access the
researcher manual, [click here](#).**