

To: Students Participating in the 2009 Program

From: Loyola Patent Law Interview Program Staff

Subject: Researching Employers

Date: April 22, 2009

Earlier today, you should have received a username and password for the Patent Symlicity system. When you log on, after you have updated your profile and uploaded a resume, you will have the option to bid on the employers interviewing your class year. **All bidding options for your class will appear on the Employers/Bidding tab on the Patent Program page.**

Please note that one employer, **Morrison & Foerster**, has rearranged and consolidated its schedules, reducing the number of bidding options for 2Ls from 175 to 173. If you had already placed a bid on Morrison & Foerster, please return to the Employers/Bidding tab to review how these changes may have impacted your bids.

RESEARCHING EMPLOYERS

In order to decide how to bid, you will want to research the employers available for you to bid on. **The bidding deadline is May 11, so you have plenty of time to research the employers and make the most of your 32 bids.** Please note that the resumes packets the employers receive are in alphabetical order, and do not note the date of the bid, or the number (1-32) of the bid. So you do not gain an advantage by being the first to bid on an employer, and the order in which you make your bids does not matter.

You should do your employer research on the Patent Program page, not the Employers page. The filters on the Employers page have not been customized for our program and will not produce meaningful search results. Also, please note that all employers participating in the program will appear on the Employers page, while only the employers interviewing your class year will appear as bidding options on the Patent Program page. Accordingly, doing your research on the Patent Program page will ensure that all employers you identify as good matches will be available for you to bid on.

SEARCH FILTERS

On the **Patent Program** page, the first tab you will see is the **Employers/Bidding** tab, where all of your bidding options are listed. On this tab, there is a **Search Filters** box on the left hand side of the page. In the Search Filters box, there is a link for **Additional Employer Filters**. If you click on this link, you will see four search options: **State, Date, Acceptable Credentials, and Keywords.**

STATE: The **State filter** will allow you to search employers by location. Choose any state to see employers interviewing for offices in that state. **However, please**

note that we have many Firmwide employers - employers interviewing for all of their offices on one interview schedule. These employers are not coded in the system by state. In addition to any state searches you do, you will want to do a search of **Firmwide** employers, and look on those employers' websites to identify the office locations you might be interested in. **Firmwide** is an option on the State dropdown menu - so be sure to include it in your state searches. Please also note that there are a few employers who organize their schedules by practice area, and not by state. These employers will not show up in state searches, so be sure to review the entire list of employers interviewing your class year in addition to doing location searches with the State filter.

DATE: The **Date filter** will allow you to search employers by the date they are interviewing. If you will only be able to participate in the program on one of the interview days, this filter will allow you to narrow your search to just the employers interviewing on that day.

ACCEPTABLE CREDENTIALS: When the employers registered for the program, they were given the option of specifying the **technical backgrounds** they were interested in. These technical backgrounds are searchable in the **Acceptable Credentials filter**. Please note that some employers selected all backgrounds, and others did not select any. Both **All** and **None Specified** are search options on the dropdown list under Acceptable Credentials, so you will want to include these terms in any searches you do with this filter.

KEYWORDS : The **Keywords filter** will search the employer names as entered on the system. You can use this filter **to search employers by name**. You can also use this filter to search for employers by city - but it will yield search results only if an employer is identified by a specific city in our system. Note again that we have many **Firmwide** employers that are not listed by city, and also that some employers use broader designations, such as California Offices, rather than specific cities.

ALPHA LIST

The employers will appear in alphabetical order. If you want to sort the employers by a given letter of the alphabet, there is an **alpha list on the right hand side of the Employers/Bidding page**. Click on any letter on the alpha list to see employers that begin with that letter. **To return to the full list, click on the [all] option at the end of the alpha list.** Please note that the search filters will interact with the alpha list - if you have chosen a certain letter on the alpha list, when you use the search filters you will only see employers matching your search criteria that also begin with that letter.

OTHER REASEARCH OPTIONS

Next to each employer bidding option on the **Employer/Bidding tab** on the **Patent Program page**, you will see a **Review button**. Click on this button to see more information about the employer.

On the Review page you will see additional information about the employer - **whether or not they require applicants to be Patent Bar eligible**; what **technical backgrounds** they selected as Acceptable Credentials; their **hiring criteria**; and the **documents they want selected candidates to bring with them to interviews**.

Note that different offices of the same employer may be seeking different backgrounds, have different hiring criteria, etc.

The employer's website will also be listed on this page. We recommend that you review the employers' websites to learn more about their various offices and practice areas.

If the employer has entered additional information about their organization in their Symplicity profile, you will be able to view that information by clicking on the **employer name** that appears on the upper right hand side of this page under the heading **Bid Details**. Please note that not all employers have entered profile information.

QUESTIONS

Please direct any questions about which employers your background best suits you for, the various areas of patent practice (e.g. Litigation v. Patent Prosecution), what your bidding strategy should be, etc. to the Career Services office at your law school.