



**Policies & Procedures**

*for* **GTU**

**Technology & Business**

**Incubator**



**Gujarat Technological University (GTU)**

<http://www.gtu.ac.in>

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**Gujarat Technological University**

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# Prologue

## GTU's Technology Business Incubator: A HOLISTIC SUPPORT for START-UPS

Gujarat Technological University (GTU) is the first technological university in India, which is being provided support for setting up a Technology Business Incubator (TBI) by the National Science & Technology Entrepreneurship Development Board, Department of Science & Technology, Government of India.

GTU has also been recognized as a Nodal Center by the Department of Industries, Government of Gujarat for channelizing the State Government's support to deserving Start-ups.

The two documents of GTU's Student Start-up Policy and GTU's Skilling India Mission were released by Shri Bhupendrasinhji Chudasama, Honourable Minister for Education, Government of Gujarat in 2014. This was the first policy document to be developed by any large affiliating-type university in India and it has been widely used by universities all across the country.

GTU's is a holistic approach for development of start-ups. GTU has established its first TBI at its Ahmedabad campus, located on the second floor of ACPC Building, LDCE Complex. Associated with it are GTU's Community-innovation-Co-Creation Center (C-i-C3)<sup>1</sup>, GTU's Open Design School and GTU's SME Nursery.

GTU does not have a focus on the metropolitan and large cities of Gujarat only. Its 25 GTU Innovation Sankuls<sup>2</sup> cover the whole of Gujarat. Since 2012-13, under Vishwakarma Yojana, some Final Year students have been working on developing DPRs for the infra-structure of the villages. During the last four years, this work has been done for 68, 187, 242 and 238 villages respectively. Last year, 759 students participated in the year-long Vishwakarma Yojana. In 2015-16 has been started the 500 Colleges-500 Villages project. Besides, GTU has worked with two District Panchayats to identify problems, which can solve the social problems. Ten problems were identified and on 27-28 October 2015, a Hackathon<sup>3</sup> called 'Code for Gujarat' was organized to prove the proof-of-concept and to prepare a preliminary proto-type. On 13rd January 2016, Sabarkantha District Panchayat has built an Innovation Lab and GTU's students, Faculty Members and the Vice-Chancellor participated so that the innovation movement can be nurtured in that area. The policy envisages a provision of incubation/co-working space all across the state at central places, accessible to all the students in the area for student entrepreneurs in the 25 Incubators in the GTU Innovation Sankuls. Jointly with the Colleges, GTU plans to provide of 20,00,000 sq. ft of co-working space at its facilities at the Sankuls and at the Innovation Homes<sup>4</sup> in Colleges. GTU is developing a hub & spoke model at GTU & at Institutes, extending its capacity building facility across the state.

GTU's policies and work have been built up, brick by brick, through experimentation and validation over the last five years. GTU, therefore feels that these policies can be scaled up across the State.

GTU aims at supporting existing student start-ups, while nurturing new and fresh student start-up ideas, and helping students convert their ideas into business enterprises. By implementing GTU's Student Start-up Policy, the University plans to generate every year over 1 lakh student start-up ideas. The University then aims at converting at least 10,000 ideas into proof of concepts, leading to at least 1,000 student start-up enterprises every year.



**1** C-i-C3 is an after-hours and holidays Lab, which makes available facilities for developing products from ideas of students and alumni of the last three years.

**2** GTU started its journey for providing support to its students for developing products and processes, which can satisfy some needs of our society or SMEs in 2010. On 2nd August 2010, GTU established GTU Innovation Council (GIC), which is today the most active innovation council of the country. By April 2011, GIC had established 25 GTU Innovation Sankuls across the state of Gujarat. Each Sankul is associated with industrial estates in a specific area and all the Colleges, affiliated with GTU and belonging to the area around the industrial estates, are members of the Sankul. By then GTU had also started the process of establishing GTU Innovation Clubs in every College, affiliated with it. The Sankul movement provides a robust framework to the Colleges to establish an active inter-action with the industries and businesses in their area.

**3** Please see [http://files.gtu.ac.in/circulars/15Nov/10112015\\_3.pdf](http://files.gtu.ac.in/circulars/15Nov/10112015_3.pdf) for a Report of the Hackathon and [http://files.gtu.ac.in/circulars/15Nov/10112015\\_2.pdf](http://files.gtu.ac.in/circulars/15Nov/10112015_2.pdf) for the Design Thinking Workshop for defining the problems

**4** An Innovation Home is a 5,000 sq ft facility, in every one of the 317 Colleges, which have students hostels. The Home will provide a place where budding entrepreneurs will be able to stay and work. The Home will provide common facilities like a seminar room, laboratories and offices. GTU is encouraging the Colleges to establish such a facility.







Policies & Procedures *for*  
**GTU Technology & Business Incubator**





## **Introduction:**

Gujarat Technological University (HENCEFORTH called GTU) has been working to encourage and inculcate the spirit of entrepreneurship and innovation among its students and faculty members. GTU has about 500,000 students and 17000 faculty members. Through its 25 innovation sankuls it has established connective between small and medium enterprises all across the state. GTU Innovation Council (HENCEFORTH called GIC) first objective is to nurture creativity and innovation within the University community; it has been designed to act as a catalyst of change for the whole of the society. Student Start-up Support System (HENCEFORTH called S4) has been establish to promote innovation and entrepreneurship at pre-incubation stage. GTU Technology and Business Incubator (HENCEFORTH called GTU-TBI) will incubate companies based on technology by GTU and others. In recent years, GTU has been encouraging its faculty members, staff, research scholars and students to convert their technology ideas and innovation in various disciplines of science and engineering into commercial ventures for personal, institutional and social benefits. This process of translating knowledge in various disciplines of science and engineering into products, processes and services for commercial exploitation will also benefit the society.

This document contains Policies and Procedures for operational matters of GTU-TBI. The following list of Standard Operating Procedure (SOP) is narrated in details:

- 1. Eligibility**
- 2. Areas of Interest**
- 3. Admission Process**
- 4. Graduation**
- 5. Termination**
- 6. Infrastructure**
- 7. Mentorship**
- 8. Seed Loans and meeting the Financial Needs of the enterprises at the GTU-TBI**
- 9. Periodic assessment**
- 10. Information submission**
- 11. Tenure in GTU-TBI**
- 12. Consideration**
- 13. Disclaimer**



**1. Eligibility:**

- 1.1. Admission to GTU Technology and Business Incubator (GTU-TBI) is open to (Criteria I)
  - 1.1.1. GTU Students
  - 1.1.2. GTU Alumni  
(GTU student/s or alumni must hold minimum of 25% stake in his/her startup incubated at GTU incubator)
- 1.2. Any proposal for enrolling in the GTU-TBI must meet one or more of the following criteria
  - 1.2.2. Proposals with Intellectual Property Rights (IPR)
  - 1.2.3. Proposals which will have social, economic and strategic impacts
  - 1.2.4. Proposals with potential for large employment generation
- 1.3. Applications for admission to GTU-TBI will be made in the name of registered unlisted companies within the meaning of the Companies Act, 1956. If a company has not been registered, an application may be made in the names of all promoters/ founders; however, the promoters/ founders must ensure that the company is registered within a period of six months from the date of approval of the application for admission to GTU-TBI.

**2. Areas of Interest:**

GTU's areas of focus:

1. New and Renewable Energy
2. Healthcare & Pharmaceuticals
3. Computer Technology
4. Information Technology
5. E- Commerce
6. Automobile Technology
7. Use of technology for social and rural needs
8. Internet of Things (IoT)

Areas for Incubation in GTU are not limited to above. Any technology-driven innovative commercial or social enterprise, from any area, will be eligible to apply.

**3. Admission Process: (Stage- I)**

At the opening level, applicants for admission to the GTU-TBI will be required to submit an application form, which can be availed from the office or downloaded from the website. The application will be scrutinized by the GTU-TBI panel. While submitting the application, applicants will also disclose information on executive involvement of the promoters/founders in other companies or commercial entities.

Based on the initial scrutiny of the application and affirmative assessment, applicants will be asked to submit a formal application for admission to GTU-TBI along with a detailed proposal comprising of the following documents:

- i. Business Plan.
- ii. Details of IP/technology based on which a company is proposed to be promoted/founded. In case the IP/technology is developed at GTU, a copy of letter of approval from GTU for transfer of /licensing of/ permission to use IP in favour of prospective incubatee companies.



The business plan is recommended to cover the basics of the business but not a compulsion to include all the points, namely,

- |                                |                                       |
|--------------------------------|---------------------------------------|
| i. value proposition,          | ii. products and services,            |
| iii. market analysis,          | iv. competition analysis,             |
| v. funding requirements,       | vi. capital structure,                |
| vii. milestones and timelines, | viii. development and marketing plan, |
| ix. organizational structure,  | x. team,                              |
| xi. risk analysis and          | xii. projected financials.            |

Applicants may give such additional information as they think would help in the assessment of their proposal.

Applicants may be invited with their teams to make a presentation on their proposal. In order to enable the GTU-TBI panel to take an appropriate decision, GTU-TBI may ask for any additional information from the applicants and/or revision in the proposal.

The proposal will be handled in terms of GTU-TBI's Policy on Conflict of Interests and Confidentiality appended hereto as Appendix A.

GTU-TBI will have the sole discretion whether to admit or reject a proposal for incubation and the decision of GTU-TBI in this regard shall be final.

#### **4. Graduation:**

Incubatee companies will leave the incubator under the following circumstances:

- 4.1. Raising substantial investment from Crowdfunding / Angel Investor / Venture Capital Fund / any other investor – Rs. 2 Crore or more.
- 4.2. Completion of stay for twelve months, unless the stay is extended by GTU-TBI.
- 4.3. Underperformance: criteria for the same will be decided and applied by GTU-TBI on case to case basis.
- 4.4. Irresolvable disputes between promoters/founders which hampers the work environment of GTU-TBI, GTU-TBI will decide the position or point when disputes are deemed to be irresolvable.
- 4.5. When the number of employees of the company exceeds twenty.
- 4.6. When a company achieves a Profit before Tax of Rs. Fifteen Lakhs.
- 4.7. When the company enters in an acquisition, merger or amalgamation deal or reorganisation deal resulting in a substantial change in the profile of the company, its promoters, directors, shareholders, products or Incubation plans, or when a company plans for a public issue.

#### **5. Termination:**

- 5.1. Change in promoters'/founders' team without informing GTU-TBI.
- 5.2. Any other reasons due to which GTU-TBI may find it necessary for an incubatee company to leave the GTU-TBI.

#### **6. Infrastructure:**

Upon admission to GTU-TBI, the following infrastructure facility will be offered to the incubatee companies on an individual basis, apart from a set of shared/common infrastructure mentioned hereinafter:

- I. Office space
- II. Internet Connection
- III. Common telephone line
- IV. Conference room (as available at GTU and GTU-TBI)

GTU-TBI and incubatee companies will jointly maintain common facilities like Printer/ Scanner, simple machine for preparing tea/coffee, Refrigerator and microwave with adequate support from GTU-TBI and GTU.







## **7. Mentorship**

Apart from physical infrastructure as stated above, GTU-TBI will facilitate certain other support and services which may include a pool of mentors, experts in technology, legal, financial and related matters:

The fees charged by mentors would be given by the Incubatee company.

- i. GTU will create a pool of mentors consisting of Incubation managers, Investor, industry professionals, young entrepreneurs and senior professors dealing with entrepreneurial activity to support incubatee companies where incubatee companies will have access to pool of mentors.
- ii. The appropriate agreements will be between the incubate company and the mentor concerned, without any involvement of GTU and GTU-TBI.

Incubatee companies can avail of the above support and services when offered by GTU-TBI. In addition, GTU-TBI will also build up information and knowledge pool to be useful generically for start-up companies.

## **8. Seed Loans and meeting the Financial Needs of the enterprises at the GTU-TBI**

- 8.1. The GTU-TBI is not designed as a source of funds. However GTU has been organizing CrowdFunding Initiators to help budding enterprises obtain seed money through their own efforts. Every incubatee at the GTU-TBI can take advantage of such an activity.
- 8.2. If any central or state government entity should provide funds for use by budding enterprises as seed money, the GTU-TBI will develop appropriate procedures and rules for providing such funds to the incubate companies.
- 8.3. The GTU-TBI will be able to bring Angel Fund and Venture Fund investors, as the quality and the number of businesses at the GTU-TBI become attractive. GTU has signed an MOU with Gujarat Venture Fund Ltd and the incubatee companies should be able to derive benefit from such MOUs.

## **9. Periodic Assessment:**

GTU-TBI will evaluate the performance of incubatee companies periodically. Incubatee companies will submit information to GTU-TBI on bi-monthly basis in a prescribed format as well as their own assessment of their work and their future plans at the end of a year.

- 9.1. A company which has taken seed loan from the GTU or GTU-TBI will have to submit additional information as may be asked by GTU-TBI. (Please note that the GTU-TBI, as of 1st October 2015, does not have any facility of seed loans to the incubatee companies.)
- 9.2. Incubatee companies will be assessed bi-monthly on the basis of growth report presented to GTU-TBI review panel.

## **10. Information Submission:**

Incubatee companies will submit information to GTU-TBI about all material changes or developments taking place in their companies from time to time. Such information could be change in name of the company, change in product profile, change in directors, promoters or shareholders, acquisition of a new office, additional equity or debt investments. GTU-TBI may require incubatee companies to submit information in details on any aspect of the incubate company, as GTU-TBI deems fit.



### **11. Tenure at GTU-TBI: (Stage-2)**

Companies will be permitted to stay in GTU-TBI, to begin with, for a period of 12 months after clearing Stage 1. A monthly charge will be levied to a company for the period of first 12 months. GTU-TBI may, at its own discretion, permit companies to extend their stay for a maximum period of another 6 months. Companies will have to pay the charge at the prevailing GTU-TBI facility fees/other charges at the point of time for the extended period, which may be for all the services including but not limited to: -

- i. Office space
- ii. Personal Computers (if allocated)
- iii. Internet connection
- iv. Electricity charges including air-conditioning
- v. Any other facility as may be provided at that time

If a company is provided with specialised capital equipment, rent on the same will be decided on a case-by-case basis. This would, however be finalised prior to approval of a proposal for admission to GTU-TBI or at the time of procurement of the equipment or when the incubatee needs the facility, as the case may be.

### **12. Consideration:**

GTU-TBI centre have identified following three options for partnering with incubatee company.

- (a) Charge facility fees + from incubatee company
- (b) Equity holding in the incubatee company
- (c) Both (a) and (b)

+ Facility fees: (i) Rs. 1500 upto 2 team members (ii) Rs. 3000 upto 5 team members (iii) Rs.500 for every additional member if team exceeds 5 members. [Fees as on 1st October 2015, GTU-TBI hold every right to revise facility fees as and when required]

### **13. Disclaimer:**

The incubatee company will understand and acknowledge that GTU-TBI intends to provide supports and services to the Company in good faith to pursue its objective to promote entrepreneurship by converting innovative technologies to commercialization by incubating and supporting new enterprises. It is understood that by agreeing to provide various supports and services, the GTU-TBI does not undertake responsibility for:

- 13.1. Ensuring success of an incubatee company, its products/process/services or marketability,
- 13.2. Ensuring quality of support and services provided by GTU-TBI to the complete satisfaction of the incubatee companies or their promoters/founders.
- 13.3. Ensuring quality of services of the consultants engaged by the incubatee companies through GTU-TBI/ GTU network. Incubatee companies will have to apply their own judgement before getting in to a relationship with them.
- 13.4. Ensuring the quality of the products or services of the Incubatee company to its customers or clients.

Also, the incubatee companies should agree that GTU-TBI or their employees shall not be held liable for any reason on account of the above.







## Annexure - 1

### Policy on Conflicts of Interests and Confidentiality

[Gujarat Technological University - Technology And Business Incubator Policy Number-I Of 2015]

IN THE MONTH OF OCTOBER, 2015

#### Preamble:

In tune with the global trends in higher technological education, Gujarat Technological University [HENCEFORTH called GTU] encourages entrepreneurship among the faculty members, staff, research scholars, and students. Some of these companies may be founded based in part or in full on technologies/IP developed by the university, or jointly with it in collaborative mode. GTU may also provide incubation support to external Start-ups with which faculty members / staff / research / scholars / students are associated as consultants or mentors. Such external Start-ups may sometimes license technology/IP developed by GTU a priori. The commercialization of advanced technologies developed at the University as a result of incubation will greatly benefit the University as well as society at large and will contribute to the economic resurgence of our country.

#### 1. Introduction:

GTU Innovation Council (HENCEFORTH called GIC) first objective is to nurture creativity and innovation within the University community; it has been designed to act as a catalyst of change for the whole of the society. Student Start-up Support System (HENCEFORTH called S4) has been established to promote innovation and entrepreneurship at pre-incubation stage. GTU Technology and Business Incubator (HENCEFORTH called GTU-TBI) will incubate companies based on technology by GTU and others. In recent years, GTU has been encouraging its faculty members, staff, research scholars and students to convert their technology ideas and innovation in various disciplines of science and engineering into commercial ventures for personal, institutional and social benefits. This process of translating knowledge in various disciplines of science and engineering into products, processes and services for commercial exploitation will also benefit the society.

GTU's primary commitment is for:

- student education,
- research and
- the society, by bringing benefits of knowledge arising out of research and education.

Therefore, GTU promotes the commercialisation of technologies developed in various departments and laboratories. However in this process, complexities due to actual and potential conflict of interests and commitment may also arise. The policies in this annexure are designed to resolve these conflicts.

#### 2. Objective of the Policy:

The policies in this document are framed to eliminate all possible situations leading to conflict of interests, as far as possible. The objective is to enable an interested person to recognise situations that may be subject to question, to take steps to minimise such conflicts and to ensure that such situations are properly reviewed and, if necessary, corrected. This policy makes all stakeholders related with GTU and GTU-TBI aware that no one should use his/her position in one role for personal gains in the other role, and when necessary, explicit permission of relevant stakeholders may be obtained.



Conflict of Interests policy and operating guidelines of GTU-TBI, if any, must be reviewed and followed by all those who aspire to set up a company to be incubated in the GTU-TBI. A key requirement for incubatee is that care must be taken to separate clearly and cleanly the financial aspects of the entrepreneurial activities from their respective roles, duties and responsibilities in GTU-TBI. The use of GTU and GTU-TBI facilities and equipment must be free from unauthorised usage and must be compensated for as per the policies of GTU and GTU-TBI. Appropriate judgement should be applied by all concerned parties while assessing the genuineness of conflicting interests.

Also, each party in receipt of confidential information should restrict the use of such information for the purpose for which it is disclosed. Concerned parties should safeguard and protect confidentiality of information by using the same degree of care as they would use to protect their own information of like nature to prevent unauthorised disclosure.

**3. Definition. - In this policy, unless the context otherwise requires, -**

- a. "Associates/Affiliates" - means any person or entity directly or indirectly controlling or controlled by the other party or two parties are under a common control of one Party.
- b. "Confidential information" - means any information, whether in written, visual or oral form, disclosed by a disclosing party to the receiving party based on discussion or understanding between them, and-
  - i. which is clearly labelled or marked as 'confidential', 'sensitive' or its equivalent if disclosed in tangible form, or
  - ii. which is concerning / provided by the disclosing party and is not known or generally available to the public at large, or
  - iii. The nature of which should reasonably have been understood by the receiving party as being proprietary and confidential to the disclosing party.

Notwithstanding the above, Confidential Information shall not include any information which:

1. is or becomes publicly known through no wrongful act on the receiving party's part; or
  2. is already known to the receiving party at the time of disclosure; or
  3. is rightfully received by the receiving party from a third party without breach of obligation to maintain confidentiality by the receiving party, or
  4. is furnished to a third party by the disclosing party without a similar restriction on such third party's rights; or
  5. is independently developed by the receiving party without breach of any agreement with the disclosing party; or
  6. is explicitly approved for release by the disclosing party; or
  7. Is required to be disclosed by the receiving party under any prevailing law or to a court of competent jurisdiction or any appropriately empowered governmental agency.
- c. "Conflict of interest"- in this policy refers to a situation in which financial or other personal considerations compromise, or have an appearance of compromising an individual's professional judgement and ability to perform his/ her responsibilities to GTU-TBI, GTU or Incubatee companies as the case may be. This also includes certain gray situations or gray areas that might involve the appearance of conflict.
  - d. "GTU members"- Any permanent faculty/staff on duty or on short/long leave, research scholars and students having live registration.
  - e. "Incubatee Company" - means a company admitted to the GTU-TBI Incubator administered by GTU-TBI.
  - f. "Interested person" - means any person having any direct or indirect, actual or potential, financial or personal interest because of their relationships with GTU-TBI, or Incubatee companies in the GTU-TBI Incubator.
  - g. "GTU-TBI associates" - means persons and entities associated with GTU-TBI in their respective professional capacities. This will also include board members, mentors, consultants, various service providers and suppliers.
  - h. "GTU-TBI employees" - Those who are in employment of GTU-TBI or hired by GTU on contractual position.







#### **4. Scope of the Policy:**

This policy applies to all interested persons. This will include:

- GTU-TBI members who have actual or potential interest in entrepreneurship activities in the GTU-TBI,
- GTU-TBI employees and GTU-TBI associates who can have actual and potential interest which are conflicting with the activities of the Incubatee companies,
- Incubatee companies, their promoters, employees and staff, or their affiliate or associate company.

#### **5. Situations leading to Conflict of Interests:**

Certain situations leading to conflict of interests are explained herein below. However the list is not exhaustive, and hence situations having actual or potentials for conflicts of interest though not covered in this document will nonetheless be subject to this policy.

- GTU-TBI member is in a position to influence a departmental decision for acquisition of laboratory and other equipment which could benefit an Incubatee company in which he/she is an interested person.
- An GTU-TBI member is in a position to circumvent prevailing policies for making use of various facilities for the benefit of an Incubatee company in which he/she is an interested person.
- An GTU-TBI member is in a position to make use of the suppliers and service providers of GTU-TBI for undue advantage of an incubatee company in which he/she is an interested person.
- An GTU-TBI member procures consultancy assignments or other in name of GTU-TBI and out sources them to the incubatee company in which he/she is an interested person.
- When a GTU member or an GTU-TBI member is in a position to influence policy decisions of GTU or GTU-TBI with an intention to benefit an incubatee company in which he is an interested person.
- Use of GTU-TBI members to perform a work for an incubatee company without any compensation when the work is not related in any way for their academic pursuits.
- A person who is interested in one incubatee company and also involved in a decision making process affecting other incubatee companies leads to situation of conflict of interest.
- When an incubatee company, its promoters, employees and staff or any interested person acts in manner to benefit the incubatee company at the disadvantage of GTU or GTU-TBI.
- An incubatee company, its employees and its staff having access to GTU resources are in position to exploit them by bypassing GTU policies.
- When GTU-TBI members, employees and associates, promoters, employees and staff incubatee companies are neglecting their respective commitments to GTU or GTU-TBI for their association with incubatee companies.
- GTU-TBI employees and associates are in position to use sensitive information pertaining to incubatee companies for their personal advantage.

#### **6. Confidentiality of information:**

GTU-TBI members, employees and associates, incubatee companies, their promoters, employees and staff may come in possession of proprietary information which may be of confidential or sensitive nature. Recipients of such information should make all efforts to preserve confidentiality of such information. They should not disclose or use it for their financial or personal benefits without explicit approval of the disclosing party.



#### **7. Management of conflict of interest:**

Since situations leading to conflict of interests are inevitable, it is expected that the interested persons follow transparency in their actions based on full disclosure of relevant information by them. Following guidelines are suggested for management of actual or potential conflict of interests and to address disputes arising out of conflict of interests and maintenance of confidentiality.

- Appropriate disclosure of the conflicting situations involved in a decision or transaction,
- Abstaining from participating in decision making process or transactions involving such situations,
- Obtaining appropriate approvals to avoid conflicts,
- Reporting of the breach of the policy without deliberate intention or knowledge.

If any dispute arises in terms of this policy, the same should be reported to:

- If it pertains to Incubatee company, it should be reported to the Executive (GTU-TBI)
- If it pertains to GTU-TBI, it should be reported to the Chairman of GTU-TBI.

#### **8. Withdrawal of Support:**

GTU reserves the right to withdraw its support to any Start-up that it engages with, following a due process of notice. This may involve withdrawal of access to GTU's facilities, and/or withdrawal of permission to GTU MEMBER to engage further with the Start-up in any manner, though they and GTU-TBI can continue to hold the shares they already possess in the Start-up. It will also involve withdrawal of the status of the Start-up as a COMPANY, from which point the Start-up will be required to desist from advertising itself as such thereafter. Should the need arise, GTU-TBI may also seek modifications to the agreement signed with the Start-up through an amendment, in order to protect GTU's fair name and its interests.





## **Annexure - 2**

### **Innovation and Entrepreneurship initiatives taken by Gujarat Technological University**

#### **A. A Brief note on Student Startup Support System (S4) and entrepreneurship initiatives:**

GTU Innovation Council (GIC) initiated Student Startup movement in year 2010 popularly known as student startup support system (S4) which has successfully modularized various hands-on learning workshops to help our budding student entrepreneurs to acquire the best possible skill-sets, which enable our students to innovate and develop technology-based student start-ups. While this trend has been prevalent across the European and American universities, GIC has pioneered it at an affiliating-type university systems like GTU. While a large majority of professional students in India are connected to various state tech universities, there has not been any proven template for creating student start-up movement at such universities. We, at GTU via S4, are taking grassroots level measures by drawing upon the best practices across universities. We are developing roadmaps for the next generation pedagogic interventions for helping grow student start-ups. It has been seen that given a proper hand-holding and technology support, students are capable enough to design new products and students start-ups even during their college days.

S4 has been working to nurture student startups in action research mode and S4 has succeeded in sensitizing the whole of the GTU community about entrepreneurship. S4 has driven through various entrepreneurial processes from ideation workshops, idea fuel workshop, Entre-weekend, Start-up Leadership Program, social entrepreneurship bootcamps, mobile application bootcamps, startup analysis and crowdfunding bootcamp where participants got extremely delighted after working in the loop of design thinking and leading upto venture design and later ending up raising funds for their startup ideas.

S4 activities are happening every day to support students and budding entrepreneurs at Student Startup Support System Co-Creation Centre (S4-C3) located at 2nd Floor, ACPC Building, LD College of Engineering, GTU Ahmedabad campus. It has a common seminar room facility and additional space of 10,000 square feet for providing offices to budding enterprises. S4 Co-Creation Centre (S4-C3) is serving the students' needs around the clock, right from hatching their ideas to take them to market. It has realised the need of deep culture of pre-incubation system and need of pre-angel level funding mechanism for student innovations. S4 has pioneered the concept of CFI-Crowd Funding Initiator with help from local crowd funding platform like Start51 and other national knowledge ecosystems. S4 programs at GTU Innovation Council in Ahmedabad fetch nearly 3000 students per quarter and give them exposure to technology entrepreneurship and help the emerging teams to setup their student venture.

Today S4 is the most active start-up system out of such systems at universities, with regular event every day of the week. S4 also has taken crucial lead in the nation for advocating suitable policy interventions at state, university and college level. It has hosted national conferences, workshops, symposium and roundtables to discuss and deliberate on the need and to develop strategies and implementation pathways to make it happen at grassroots level. This is first of its kind largest intervention to promote student start-ups in India.





## **S4 Programs**

- **Crowd Funding**

Crowd Funding Initiator is India's first residential boot camp to make young entrepreneurs & innovators crowd fund ready. The 12 days (or 30 days depending on types of projects enrolled) program nurtures & mentors young students to raise funds for their ideas/projects through the power of crowd. CFI hones practical skills and build your confidence in a working environment while enhances skills like, team working, creativity, pitching ideas, branding & marketing, hands on activities on film making and social media session with industry experts. The sessions were facilitated by dedicated mentors throughout the program. At the end of the program, the final projects will go live on indigenous crowd funding platform.

- **Flash Venture**

This particular Workshop focuses on first and second year engineering students. This is an ideation workshop, which goes through stages of problem identification, problem solving and 'customer' interviews, prototype designing, and design-re-design loop. The flash venture workshop is typically attended by students who work in teams to solve a problem, apply design thinking methodologies and learn about creating a new venture.

- **Social Entrepreneurship Boot Camp**

S4 organized a two-day social entrepreneurship boot camp with the theme focused around "Idea to a social venture in just 48 hours" which offered students to meet successful social entrepreneurs and experts to help develop, shape and tailor innovation and ideas. Boot camp aims at finding a problem in the social sector and ranged from pitching practices and tips to developing self-management skills. "Orienting ideas and impacting many, finding social problems and solving them for society, is social entrepreneurship"

- **Student Associateship program**

Gujarat Technological University's Innovation Council (GIC) invites young and enthusiastic students for the Student Associate Program every year. Student Associate Program is a unique initiative, where a state-run university is providing an opportunity for students to work as Associates. University looks for individuals who can act as the team leaders as well as are having ability to work as the part of a team.

Selected candidates are involved in various entrepreneurial and innovation activities. These Student Associates will have to work with GIC for a period of 6 months. After completion of the said tenure, a certificate from the Hon'ble Vice Chancellor of Gujarat Technological University for Associate Program is awarded.

- **Fuel Pad**

'Fuel Pad for Ideas and Start-ups' consists of a series of activity parts so that participants can realise various systematic strategies to develop an idea from scratch. Experts from the field covering industry, academia and policy mentor the program.

- **Start-up round tables**

It's a series of round table discussion between students and upcoming start-ups. This event will be hosted by GIC every week during evening hours to understand the working culture and operations of start-ups. GIC helps the aspiring start-ups by giving them a unique platform to explore themselves via start-up round table.







## **B. A Brief note on IPR initiatives:**

- **Faculty Development Program (FDP) in Patenting in Engineering and Pharmaceuticals science**

These are the basic workshops which are been organised by GIC since 2011 for faculty members and students from various branches of technical education to make them familiarize them in field of IPR.

- **Patent Search and Analysis Report (PSAR) and Prior Art Search (PAS)**

This initiative was introduced by GTU in September 2013, with an objective to increase awareness regarding patents among students by making them familiar with patent websites & patent literatures. One of the key objective of the intervention was to ensure that students are able to do a thorough prior search before attempting any research project or innovation. In this activity each student of 7th Semester BE was asked to study at least 5 patents related to his/her project and have to prepare Patent Search and Analysis Report (PSAR) and submit at a specially developed web portal by GTU. Through this activity more than 95000 students have studied more than 5,00,000 patents in a period of last 3 academic year.

- **Patent Drafting Exercise (PDE)**

In this activity all students of final year B.E., were asked to draft a mock provisional patent document assuming the novelty based upon their final year project work. During this exercise all students were taught about provisional patent filing procedure, steps & fees and required details on various patent filing forms (1, 2 & 3) and procedures. The entire activity was monitored through one-way platform to extend all possible external mentoring and support. Due to intervention like PSAR and PDE activity the literacy related to IPR/Patents was raised to a very significant level among all engineering students and faculty members. Due to this exercise, more than 20,000 teams of BE final semester students have drafted their provisional patent applications.

- **Patent Clinic program**

It's a unique initiative started by GIC to provide all possible assistance to students and faculty members from any branch of science or technology, to file patent for his/her innovative work or project. Patent Clinic is a two days' workshop in which GIC organises seminars and workshops on basics of IPR/Patents, Patent Prior Art Search Techniques and its importance, Patenting System in India and hands on exercises to draft patents.

The whole value chain of patent search for novelty checking of any project is carried out using open source and paid patent databases. The access to paid databases for students and faculty members is provided through knowledge partner like CII. Patent drafting exercise is covered during a span of two days along with practical sessions. The whole program is delivered absolutely free of cost to students and faculty members of GTU. Till today twenty (20) such sessions of Patent Clinics have been organised. Due to this efforts till today 354 patents have been filed by students and faculty of GTU.

- **PatenTrack**

To promote innovative culture among students in an interactive way of learning, GIC has started series of PatenTrack competition with an objective to make the patent search interactive and insightful to develop the further process. It is focused to improve the learning process among students and spread the awareness about the importance of patents and to make students aware about patent profiles of various giant innovative companies. It helps to develop awareness and inspire students for doing innovative projects and to develop a competitive mind-set through exploration of existing IP landscapes and try to build better innovative service and products.



During PatenTrack event, students who have already filed their patent came with their posters comprising information of their patented inventions. Juries after rigourously reviewing their idea and presentation skills, give them rank and score. Industry personnel are also invited in this event for possible technology transfer. So far two PatenTrack events have been successfully organized, which was also appreciated by participated company representatives.

- **Post Graduate Diploma in IPR**

To have of skilled human resource which are not only technically sound but also having in-depth knowledge of IPR and patents, GTU had launched a one year, off-campus programme called "Post Graduate Diploma in IPR" from September 2014. This course brings in best possible mentors and subject matter experts from across the country who teaches to enrolled students. This course has seen enthusiast participants, we have got enrolment of students from diverse sectors and disciplines. This intervention is most frugal course in India while delivering optimum values. Eminent experts from India and abroad are involved in this program.

- **Certificate Course in IPVM**

Intellectual Property Right (IPR) and in particular Patent is playing a key role in the current Knowledge based economy of any country. Further, changes in the global economic environment and development of information technology have influenced the development of innovative business models, like Merger & Acquisition (M&A), Business tie ups, Brand equitation, Outsourcing of technology, Licensing of technology, Ecommerce and like. In all these newer business models, it is very important to quantify the intangible assets owned by the company entering into such type of new business models.

Henceforth it is important for all Directors, Strategic managers, Chartered Accountants (CA), Company Secretary (CS), Business Development Executives, Financial institution officers (Bank officers), Private consultants, Technology Transfer Officials, Angle investors, Property Valuers, Venture Capitalists, Manager of Start-up Incubators, Government officials dealing with industrial promotional activities to understand about different forms of Intellectual Property Rights (IPR) like patent, design, trademark, copyright etc. and to understand how to do valuation of intangible assets protected by means of different forms of IPR.

To match this upcoming demand of IP valuers, Gujarat Technological University (GTU) has launched very unique six months certification course on "IP valuation and management" which will commence from mid of February 2016. This is first of its kind of program in India.

- **International Seminar on IPR**

GTU has organized 1st International conference on "International Patent Filing Procedure in India" on 13th January 2015 at GTU, Chandkheda campus, Ahmedabad. Total 210 participants including faculty and students of engineering and pharmacy have actively participated in this event. Prof. Heinz Goddar, Patent Attorney of Boehmert and Boehmert, Munich, Germany, Dr. Stefan Schohe, Patent Attorney of Boehmert and Boehmert, Munich, Germany, Shri B. P. Singh, Deputy Controller of Patent, New Delhi and Dr. Rajesh Acharya, Patent Attorney, Ahmedabad remains present in this workshop.

[http://www.gtu.ac.in/circulars/15Jan/28012015\\_01.pdf](http://www.gtu.ac.in/circulars/15Jan/28012015_01.pdf)







- **National Conference on “Framing IPR Policy for Affiliated Type Universities”**

GTU has organized 1st National Conference on “Framing IPR Policy for Affiliated Type Universities” and celebrates “World IP Day” on 26th April 2015, Sunday at GTU, Chandkheda campus, Ahmedabad. Total 105 faculty members and students have actively participated in this event. The IPR experts who remain present in this conference includes, Dr. Anamik Shah, VC, Gujarat Vidyapeeth, Shri B. P. Singh, Deputy Controller of Patents, New Delhi, Dr. Anil Wali, IIT, New Delhi, Shri Padmin Buch, Senior Visiting Faculty, EDI, Shri Anil Pandey, CII, Ms. Shriya Bhavsar, SkyQuestt, Mr. Vinaykumar Pandya, Patent Attorney, Dr. Francis Xavier, Parul Institute and Dr. Ashish Kothari, Atmiya Institute.

- **List Of Virtual Workshops (Video Sessions)**

Apart from these GTU had organized certain advanced level workshops in IPR like Advance workshop on Patent Search and Drafting, Patent Filing workshop, etc. during the year 2012. GTU had also recorded the video lectures on Overview of IPR, Patent Search methodology, Patent Search & Analysis Report Generation, etc. during the year 2013 and make available to all via YouTube. Link for Video lecture :

<https://www.youtube.com/playlist?list=PLnNDkCrMqsxmtRZwiflRri38ykvtcqJxn>

### **C. A Brief note on Community Innovation & Co-Creation Centre and Activities (C-i-C3)**

- **Faculty Development Program (FDP) in Engineering:**

These are the basic workshops which are been organised by CiC3 since 2014 for faculty members and students from various branches of technical education to make them familiarize them in field of Technology and Innovation.

- **Workshops:**

These are the basic workshop which are been organised by CiC3 Team since 2014 for Student and faculty members from various branches of technical education to make them familiarize in new technology, open source software and hardware, Theme wise workshop.

- **Hack-A-Thon:**

These are the Challenge type of event which are been organised by CiC3 Team since 2014 for Student from various branches of technical education. In a Heck-A-Thon, organizing team gave problem statement and few resources to student. Based on theme, available resources and problem statement student make one prototype in 36hr or 48hr and present his/her prototype in front of External Panel.

- **Open Challenge:**

These are the Challenge type of event, after completion of every workshop CiC3 Team Organized Challenge. Student learn new technology in workshop, based on that student pick up challenge and make one prototype in given time limit and present in front of external panel and jury member.

- **Seminar:**

This is basic seminar, in these event, CiC3 team and Expert from different industry gave introduction about recent trend on Engineering, Technology.

- **Google Hangout Meeting:**

Gujarat Technological University (GTU) has around 17,000 faculties working across Gujarat at its affiliated institutes. Bringing these faculties on one platform for a brainstorming or a meeting is a great challenge. GTU research groups has started organizing regular meetings using Google Hangout tools to develop effective communication and supporting Research through Networks.



#### **D. A Brief note on Design Based Learning in GTU Pedagogy – A revolutionary step towards a new beginning**

An engineer must be a problem solver. But engineering education today became a business for some avaricious individuals to mass manufacture an engineer. Hence the real practical learning has been washed out from education in engineering and almost all streams. In materialistic world today, every individual wants fast and easy go solution for all kind of problems. Evolution of technological era aimed to make life easy and comfortable for human being, but the sustainability was always overlooked. Design Thinking in turns focuses on human comforts and unmet needs of user.

Gujarat Technological University is always striving for shaping a better future for its students by putting astonishing efforts to make its education system excellent enough so that students and ultimately whole society would benefit. In the light of above context, GTU has established a Centre for Industrial Design (OPEN Design School) besides with other 13 Centre of Excellence to lead and manage the design-based learning processes at all its affiliating Colleges. GTU has introduced Design Engineering subject which is based on Design Thinking Methodology in 3rd semester from AY 2014-15. The Design Spine of four courses have been introduced from 3rd to 6th semester under this Design Engineering subject and based on Design Thinking Methodology learnt by students in these four courses, they will be preparing their final year projects.

GTU has set up 25 GTU Innovation Sankuls to bring all the 167 industrial estates into active collaboration with GTU's affiliated Colleges. In every field, GTU is creating strong networks among Colleges to build their capacities and to improve the quality education to fulfill industrial needs. This model of a hub at GTU and spars networking and strengthening the Colleges is being used widely by GTU. We propose to follow the same model at the Centre for Industrial Design by setting up an Open Design School for building capacities of faculty members and nurture the Design Driven Innovation amongst the students all over the State. The Design School will work as the Hub, with spokes going through the twenty five Sankuls towards all the 167 industrial estates across the state.

On 2nd February 2012 (The first cohort of 4-year degree engineering students graduated out in May 2012), GTU started the process of updating its syllabi. It was decided to develop a design-based learning system, so GTU has introduced a very new, innovative - Design Engineering subject in 3rd semester, it is a first of its kind initiation in the Indian Education System. GTU's Centre for Industrial Design (Open Design School) then accepted the challenge of training the faculty members of affiliating colleges for Design Thinking Methodology. Since August 2014, total 32 Faculty Development Programs (FDPs) have been organized by the center and trained more than 2000 faculty members from around 125 engineering colleges affiliated to GTU across the state.

The core learnings of the FDP is defined in four parts:

- Understanding of Design Thinking Methodology & Evaluation scheme
- Hands on exercises for the canvases based learning (Observation Tool – AEIOU Framework, Empathy, Ideation, Product development, Learning Needs Matrix)
- Team to team mentoring
- Case study by video & Report







Achievements of Centre for Industrial Design (Open Design School) since August 2014:

- Thirty (32) Faculty Development Programs till September, 2015. More than 2000 trained faculty members from 120 engineering colleges affiliating to GTU.
- National workshop on “Understanding International perspective and Methodologies used in Delivering Design Engineering Courses” by Prof. Libby, UPEI, Canada on 22nd – 23rd April 2015.
- Two day workshop which was held to sensitize GIC club coordinators on 15th -16th May 2015 for the flow of IDP/UDP projects through the 7th - 8th semester students.
- “Industrial shodh Yatra (ISY) 2015 for final year projects (IDP/UDP) based on Design Thinking methodology” was organized on 28th -31st May 2015 to scout the industrial problems.
- GTU has been appointed as “Director for Indian Chapter of APEN”. GTU’s Design Team met representatives from universities from Japan, Korea, Singapore, China, Vietnam, Cambodia, Indonesia, Thailand, Malaysia, Laos, Philippines, Brunei and Myanmar on 6th June at a Board of Directors’ meeting of APEN at Indonesia. All universities are working on introducing Design Thinking and Project-based learning in their syllabi.
- Workshop on “Integrating Projects and Design into Core Engineering Courses: Enhancing Learning and Preparing Professionals”. A unique 3-Part course offered by GTU in collaboration with Purdue University, USA expert faculty Prof. Bill Oakes, Director, EPICS Purdue University.
- Two day Workshop on “Innovations in Design Based Learning: Transforming Engineering Education” by Prof. Geetha Prakash {Professor, Dept. of ECE, PESIT Bangalore} on 3rd -4th October 2015.
- Design Thinking workshop for scouting problems within rural areas has been organized on 15th October which was the part of a 36 hrs. Hack-a-thon event “CODE FOR GUJARAT” that has organized on 27th – 28th October 2015.
- International Conference on “Infusing Design Thinking in Engineer’s Mindsets across Industries and Building a Spine of Design Engineering Courses in Academia” organized on 4th – 5th January 2016 to strengthen the Design Spine in academia of Engineering Education and how engineering education may cater the need of Industry today which will help “Make in India”, “Start-up India, Stand-up India” dreams come true.



**ABOUT GTU:** Gujarat Technological University (GTU): a relatively new technology University established by Government of Gujarat, which opened its doors to students in 2008; GTU is state's most comprehensive intellectual resource today. GTU at its current pace is in the process / making of becoming India's fastest growing international innovative University and aims to be leading national research university with a global impact.

### **GTU at a Glance:**

- **500,000** plus students
- **500** affiliated colleges and **17,000** faculties.
- Catering to entire field of **Engineering, Pharmacy, Management, Computer Application, and Architecture.**
- 67 Master's programs and a **robust doctoral program.**
- **87 Majors** – Academic powerhouse of Gujarat State.
- **Fourteen PG Research Centers and Schools** in the advanced fields of **Technology, Policy and Skills.**
- **India's most intensive and extensive Internationalization program** with **62 Professors** from North America and Europe as **Adjunct Professors** at GTU
- India's largest sensitization and support programs in **IPR, Innovation, Start-ups, and Co Creation** activities.
- **Syllabi:** permeated with **Design Thinking;** spine of **Design Engg.** in 6 semesters of UG Engineering.
- Industry orientation - **100,000 plus students visiting industries** to identify industry problem and then take up challenge to solve it.

We hope that GTU's graduates will build a new India, which may stand for a more harmonious and more humane world, with a better quality of life for all.



• NOTES •

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## Gujarat Technological University



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