



MARCIA J. NELSON

INTERNATIONAL DOCKET ADMINISTRATOR

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SERVICES AND INDUSTRIES

Intellectual Property

Marcia Nelson has over 30 years of experience in the legal field; the first six in Corporate and Real Estate, and the last 24 in intellectual property. As an international docket administrator, she manages international patent portfolios. She handles the processing and filing of patent applications in foreign countries, including electronic filing of PCT applications via ePCT at WIPO. Marcia coordinates filing of the various responses via the U.S. Receiving Office, the Search and Exam Authorities (ISA/IPEA) and International Bureau at WIPO, oversees and maintains the docket and coordinates with attorneys, clients, inventors and foreign associates regarding same.

For a wide range of projects, Marcia researches patent families with an emphasis on foreign patent searches. She assists with due diligence research involving the integrity of intellectual property portfolios in corporate mergers and acquisitions. She compiles data and prepares reports as needed by clients and attorneys.

Marcia administers and maintains the firm's CPI Patent and Trademark Docket Management System (docketing software). This includes the initial implementation and system setup, testing, training, system modifications in compliance with individual country law and firm preferences; running of country law updates, backend programming; setting up queries, running reports, coordination with CPI programmers, trouble shooting, maintaining of client module and Annuity Management System (AMS) and anything required to maintain the system.

Overseeing and training of International Docketing Department staff is also part of Marcia's job. She also coordinates and gives presentations geared to aspects of country law or docketing.

Marcia is proficient in CPI, PATSY, IP Master, ANAQUA, MS Windows and Suite, Apple, Outlook, Interwoven, Adobe, ePCT, USPTO EFS and PAIR, Dialog, Kluwers and Westlaw.

EDUCATION

- University of Missouri-St. Louis (*Dean's List*, 1985)
 - Psychological & Legal Studies
- St. Louis Community College (Paralegal Certificate, 1992)

PROFESSIONAL ACTIVITIES

- St. Louis Association of Legal Assistants (1994-1998)

BACKGROUND

Prior to joining Armstrong Teasdale, Marcia built a Trademark Department and managed an International Docketing Department at two other large area firms.