**Claims**

We claim:

1. A computer system for instructing an intellectual property (IP) filing including an instruction tool adapted to communicate with an IP order database,

the IP order database being adapted to store a plurality of IP order records, each including:

(~~b~~a) at least one receiving agent email address; and

(~~c~~b) an updatable status,

the instruction tool being adapted to send an email containing an encoded URL corresponding to a particular IP order record, to a corresponding receiving agent email address

and wherein when the encoded URL is activated the system automatically updates the updatable status corresponding to the particular IP order record.

2. The computer system of claim 1 wherein the updatable status includes at least one of first, second, third and fourth stages.

3. The computer system of claim 2 wherein the first stage corresponds to “instructed”, the second stage corresponds to “received,” the third stage corresponds to “filed” and the fourth stage corresponds to “translation completed.”

4. The computer system of claim 1 wherein, when activated, the encoded URL provides access to website which allows a user to update the updatable status of the IP order record to a plurality of stages.

5. The computer system of any one of claims 2 to 4 wherein upon activation of the encoded URL the computer system automatically sends a confirmation email to the receiving agent email address.

6. A URL which, when activated, automatically modifies the status of an updatable status field of a particular IP order record stored in an IP order database.

7. The URL of claim 6 in encoded form.