



## National Osteology Symposium Paris

Research Poster Presentation 26 - 28 September 2024

### Submission Guidelines

#### Abstract submissions

Abstracts will only be invited to the Research Poster Presentation if the presented **data (project) is not published at the time of submission**. All authors of the invited abstracts are invited to exhibit their posters during the poster exhibition. A prize is foreseen for the “best abstract”.

Abstract language is English or French, and submission must be done by using the online submission system THE BOX: <https://osteology.org/User/MyResearch> > Osteology Poster Exhibition > Apply now

Multiple submissions of the same author with different topics are allowed.

#### Deadline for abstract submissions:

Deadline for abstract submissions is **15 June 2024, 23:59 CET**. Please note that late submissions will not be considered, except if a deadline extension is formally announced.

#### Online submission system:

- Before you can upload your abstract, you must create a new account on the BOX, or log-in with your username (e-mail address) and password.
- Select “Osteology Paris 2024 – Poster Abstracts” from the Event drop-down menu

#### Abstract policy:

- The author can edit errors via the edit function in his account. After the deadline, editing a submitted abstract is not possible.
- The submitting applicants will be **notified** of acceptance or rejection of their abstract via e-mail **by 31 July 2024**. All accepted poster abstracts will be published online on THE BOX and the posters will be presented at the venue.
- **All first authors of accepted abstracts must register for the symposium by 31 August 2024.** The reduced (student) fee is applied to all first authors.

- Any human experimentation must conform to the principles of the Declaration of Helsinki of the World Medical Association. Any animal experimentation must be reviewed and accepted by the responsible local authorities to assure compliance with ethical guidelines.
- If the presenter is unable to attend, he/she must notify the Osteology Office (*grants@osteology.org*) by e-mail prior to the Osteology Symposium in Paris that he/she will withdraw the abstract or name a substitute presenter.

### Abstract information requested in the online submission form:

#### 1 General Information

- Title of the study - limit to a maximum of 150 characters and indicate the content of the abstract in a concise manner.
- The content of your abstract needs to fit in one of the two categories (select by clicking on one of the buttons in the submission form):
  - **Clinical research or Basic research.**
- An abstract of the category “**Clinical research**” should fit in one of the two subtopics (select by clicking on one of the buttons in the submission form):
  - **Clinical Studies or Case Reports**
  - Abstracts of the category “Clinical Studies” must contain a test and a control group in the study protocol, otherwise we reserve the right to redirect them to “Case Reports”
- An abstract of the category “**Basic research**” should fit in one of the two subtopics (select by clicking on one of the buttons in the submission form):
  - **Basic research or Pre-clinical research**
- Clinical research or Basic research abstracts might include the following primary investigating topics. Please tick off as many topics as applicable to your abstract:

- |   |   |
|---|---|
| <input type="checkbox"/> Periodontal Regeneration | <input type="checkbox"/> Soft Tissue Regeneration   |
| <input type="checkbox"/> Hard Tissue Regeneration | <input type="checkbox"/> Maxillofacial Regeneration |
| <input type="checkbox"/> Complication Management  | <input type="checkbox"/> Regeneration Materials     |
| <input type="checkbox"/> Cell Therapy             | <input type="checkbox"/> Growth Factors             |
| <input type="checkbox"/> Biological Mechanisms    | <input type="checkbox"/> Systemic Diseases          |
| <input type="checkbox"/> Implant Placement        | <input type="checkbox"/> Other                      |

#### 2 Applicant Information

- Please note that the **applicant named in this section is the person presenting the poster in the poster exhibition or the person giving the oral presentation** if selected (upon invitation).

- The e-mail address entered in this section will be used for all correspondence regarding the Research Poster Presentation.
- Authors of Abstract/Poster – **the order and names entered in this field will be published on THE Box - Osteology Paris 2024 page** (author and co-authors):
  - Enter “First Name Second Name” for the author and co-authors (a maximum of six names – first author & five co-authors – will be displayed all others will be deleted)
  - Please do not add academic titles (will be removed).
  - **The names of the authors cannot be changed after submission of the abstract.**

### 3 Template Download and PDF Upload

- Please download the abstract template from the website or on Step 3 of the submission process.
- Please adapt this template for your content, but **adhere to the formatting of the template.**
- Upload your final abstract in a single page PDF!

### 4 Statement (type in the field first name and last name and accept the T&Cs before clicking “Submit Application”)

- Please carefully **proofread the abstract** for any grammatical or spelling mistakes and check for consistent use of terminology.
- The Osteology Foundation reserves the right to do an additional language editing before publication on THE BOX - Osteology Paris 2024 page (content will stay as it was submitted). The language edited version will not be sent to the author prior to online publishing.
- Please note that if an abstract is accepted, the Osteology Foundation will retain the copyright.
- For experimental clinical studies and animal studies, you certify that the study has been approved by the respective IRB.
- The submitting author confirms that all authors listed are aware that their names will appear on this abstract and have approved the abstract submission.
- Declaration of conflict of interest.

**Abstract evaluation and selection:**

- All abstracts will be reviewed by reviewers with expert knowledge in the field.
- Evaluation criteria are originality of the hypothesis, study design, methodology, scientific and clinical relevance.
- The first authors of all selected abstracts will be invited to hang their poster at the Poster session at the symposium. Notifications of acceptance/rejection will be sent out via email by 31 July 2024.
- The Poster session will be open during the entire symposium. To enhance the scientific exchange, all poster authors shall stand by their poster during all coffee and lunch breaks.

**Award:**

- **The first author of the best abstract for each category (Clinical and Basic) will be invited by 31 July 2024** to present the content of their posters in an oral presentation at the end of the symposium, on 28 September 2024. Osteology reserves the right to award only one prize, depending on the number and quality of the submissions received.
- The invited author is expected to prepare an **oral presentation of max. 5 minutes** for this purpose, in addition to their Poster.
- After their oral presentation, the winner(s) will **obtain** an award in form of a **free participation at the International Osteology Symposium 2026**, which will be held in Vienna from 23 to 25 April 2026.

**Poster format and poster presentation**

- After receiving notification of acceptance to the Poster Session at the symposium, please upload your final poster in PDF format to the Osteology community platform THE BOX by **20 September 2024**.
- Login and go to “My Research”. Under “Osteology Poster Exhibition” you find a link to upload the PDF file.
- The on-site poster dimension should not exceed 90 cm in width and 130 cm in height.
- The suggested size is A0 (ISO 216 sizes, specifies international standard (ISO) paper sizes – width and height: 84.1 cm x 118.9 cm).
- Please feel free to design your poster as you see fit, as long as it respects the size requirements indicated above. There is no poster template available.
- Poster authors will find their poster number on the empty poster board for mounting the poster.
- To attach your poster to the poster board, please use the material provided at your poster board.

- Illustrations and text must be readable from a distance of at least 1.5 meters. Poster titles should include the full title (not capitalised), authors (without academic title) and their institutional affiliations. All letters on the poster should be at least of 1 cm in height and the title at least 2 cm.
- The poster presented at the symposium must cover the same topic as the abstract.
- All posters must be printed in advance. Printing facilities are not available on site.
- All posters must be hanged and dismantled by the participant.
  - Hanging time: 8:00 – 12:00 on 26/9/2024
  - Dismantling time: 13:00-15:00 on 28/9/2024