

Abstract Submission Guidelines Document

IDSC 2024

**Digital Dentistry: Bridging The Gap between Technology and
Patient Care**

School of Dentistry, International Medical University

The School of Dentistry at International Medical University is excited to announce the opening of the abstract submission site/mail for the **IDSC 2024** General Session and Scientific Conference.

Abstract Submission Guidelines

General Information

The Scientific Program Committee is delighted to invite you to submit abstracts for the following presentation categories.

- A. Oral Presentation (Research)
 - B. Clinical case presentation (case report OR case series)
 - C. Oral health promotion video
 - D. Dental Photography competition
 - E. Quiz competition
- To participate in any of the five competition categories listed above, the first author or the presenting author must be registered for the conference, and only the first author will get the e-certificate.
 - The first author will be notified of the approval as well as information on the date and time of the presentations well in advance.

Timelines:

- Abstract Submission Deadline: 31st March 2024
- The first author will receive a notification regarding the approval within 7-10 days of their submission.
- Information regarding date and time of the presentations will be notified by 15th April 2024
- Submission of **FINAL** presentation slides and videos for all categories: 20th April 2024

Oral Presentation (Research)

Structured Abstract with the title (Introduction, methods, results, and conclusion)

- Abstract word count: 300 words
- Abstract word font-size: 12
- Abstract word font type: Times New Roman

Clinical Case Presentation and Oral Health Promotion Videos

Non-Structured Abstract with the title (Abstract without headings)

- Abstract word count: 250 words
- Abstract word font-size: 12
- Abstract word font type: Times New Roman

Review

- All abstracts received will be reviewed by the Scientific Committee and the authors will be notified regarding acceptance or rejection of the abstract in due time prior to the conference.
- To participate in any of the above FIVE competition categories, the first author or the presenting author must be registered for the conference held.

Submission Process

For abstract submission, follow the process as described below:

- a. Register for the conference online registration at <https://web.imu.edu.my/icl-v2/>
(For registration related inquiry please contact **reg_idsc@imu.edu.my**)
- b. Download and complete the abstract submission form. <https://web.imu.edu.my/icl-v2/wp-content/uploads/Abstract-submission-form-IDSC-2024.docx>
- c. Submit the abstract submission form to **abstract_idsc@imu.edu.my**
- d. The Abstract receiving confirmation will be informed via email.

Presentation Guidelines

Submission of FINAL presentation slides and videos for all categories must be before the deadline.

A. Oral Presentation (Research) Guidelines:

1. Mode of Presentation: PowerPoint Presentation to be pre-recorded in an MP4 file (if online)
2. Size of slides: Craft your slides in a 16x9 size.
3. Timing of presentation: 8 minutes for the presentation and two minutes for the discussion.
4. There will be no questions between presentations, but after all the presentations have been made, there will then be a 5-minute discussion period for the session chairs/discussants and all those present to provide feedback.
5. The recorded video will be screened during the allotted time and authors must be present online. After a screening of the recorded video, Q&A session will be conducted online through ZOOM. The ZOOM link will be provided to all registered authors only.
6. The Presenter must disclose any personal or co-author potential conflict of interest and agree to IMU policy on full disclosure on the first slide.

7. Presenters presenting onsite, should submit their final presentation two days before the presentation day, to the secretariat Scientific Committee.
8. Presenters presenting onsite, should be present at the delivery room 15 minutes before the presentation.
9. The General outline of the Presentation
 - Title slide (1 slide) Acknowledge your university or practice by including the logo.
 - Background/Introduction (3-4 slides). Assume the audience does not know about your interest area. Deliver only as much information as is needed to understand the need for the study.
 - Describe the need for the study and the identified “research gap” in the current literature.
 - Hypothesis and Specific Aims (1 slide)
 - Materials and Methods (3-4 slides)
 - Results (3-6 slides)
 - Conclusions/significance (1-2 slides)
 - Acknowledgements (1 slide). Source(s) of funding. Personal acknowledgements. Author contact information all in one slide only.
10. Rules for Submission
 - All submitted research findings must be carried out by students.
 - Projects being submitted must be original research.
 - Previously published abstracts (in print or any electronic format) or those presented at another meeting are not allowed.
 - Mention the names of the principal investigator, co-investigators on the title slide.
 - The Presenting author must be either the principal investigator or a co-investigator.
 - No more than 1 oral presentation is allowed as a presenting author.
 - Individuals can co-author multiple abstracts.
 - Authors need to affirm that any work with human or animal subjects reported in the abstract complies with the guiding principles for experimental procedures found in the Declaration of Helsinki of the World Medical Association, and that this research project has been duly cleared by my Institutional Review Board (IRB), or Institutional Ethics Committee or an equivalent ethical body.

B. Case Presentation (case report OR case series) Guidelines:

1. Mode of Presentation: PowerPoint Presentation to be pre-recorded in an MP4 file
2. For onsite presentations, follow points number 7 and 8 of section **Oral Presentation (Research) Guidelines**
3. Size of slides: Craft your slides in a 16x9 size.
4. Timing of presentation: 8 minutes for the presentation and 2 minutes for Q&A.
5. The recorded video will be screened during the allotted time and the authors must be present online. After the screening of the recorded video, a Q&A session will be conducted online through ZOOM. The ZOOM link will be provided to all registered authors only.
6. For onsite presentations, follow points number 7 and 8 of section.

7. The Presenter must disclose any personal or co-author potential conflict of interest and agree to the IMU Policy on Full Disclosure on the first slide.
8. Rules for Submission
 - All submitted cases must be studied, conducted, and evaluated either in undergraduate or post graduate training.
 - Participants need to document a patient's case with photographs, radiographs, and text.
 - The materials used in the patient's treatment must be mentioned whenever necessary.
 - Every submitted case must have a patient consent form attached.
 - The case must be treated by the student.
 - No more than 1 case per student is allowed as a presenting author.

C. Oral health promotion video

1. Mode of Presentation: Pre-recorded video (MP4 file)
2. Each entry must focus on oral health promotion.
3. Students may work together in groups or submit entries as individuals.
4. The length of the video should not exceed 120 seconds (two minutes), not including the 5 seconds title screen.
5. All entries should begin with a 5-second full-screen "title screen" that includes the following information:
 - Title of video
 - Lead Producer's name
 - Total running time (not including the 5 second title screen)
6. All information presented in the video must be cited, giving credit to the original source. Plagiarism of any kind will result in disqualification from the competition.
7. No copyrighted materials (music, images, etc.) may be used for this contest unless you own the copyright or have a license to use the material for this contest.
8. No professional assistance is allowed.
9. Students should keep at least one copy of their video. Conference authorities are not responsible for any films that are lost, damaged, or that do not upload properly.

D. Dental Photography Competition

Submission Guidelines

1. All photos must be completed with the participant's name, university, and a caption of no longer than 20 words. The photos must relate to the theme of the competition.
2. The intraoral or extraoral photo must be submitted in its original state and cannot be altered in any way.
3. There must not be any watermarks, copyright marks or any text/graphic on the picture.
4. The photo/s must be taken by the participant.

5. If the photo contains a recognizable person, it is the duty of the participant to secure a model release from the subject or, in the case of a minor, the subject's parent or guardian.
6. The photographs to be submitted must be captured using a DSLR or mirrorless camera. Photographs captured using a mobile phone will not be accepted.
7. Participants warrant that you own the copyright to your entry as an author. Your entry must be your work, not copied, and must not contain any third-party materials and/or content that you do not have permission to use.
8. By submitting an image for the competition, you will be regarded as having granted confederation the right to reproduce and use the image in broadcast, print, and/or electronic media.
9. Photos submitted must be in colour format and all entries must be submitted in JPEG format with a file size not exceeding 5MB.
10. Photographs should be submitted as an email attachment to the designated submission email and be accompanied by name, registration number and affiliation of participant and a description of the photo contents – A suitable caption can be used. However, photographs should not bear any watermark.
11. Entries will not be accepted unless submitted via the designated email and within the submission deadline.
12. **THREE** best pictures from different universities with creative captions will be selected as the winners for first, second and third positions.
13. Each photo should be a single picture, not a combination of more than one photo.
14. **IDSC 2024** reserve the right to ask for the original/RAW file and to disqualify any participant whose entry breaches any of the Rules and Regulations.
15. **IDSC 2024** organizers reserve the right (a) to suspend or cancel the competition in its sole discretion and (b) to select winners from among all eligible entries received prior to the cancellation date. The **IDSC 2024** organizer further reserves the right to modify the rules of the competition in any way or at any time, as long as reasonable notice is given.

1. **Dental Quiz Competition**

Eligibility Criteria

1. Registration for IDSC 2024 is a pre-requisite for participating in the event.
2. The last date for registration is 31 March 2024.
3. All entries must be received within the stipulated time via post or online (no entry shall be accepted thereafter).
4. Each team must include three (3) students from the same university/institution.
5. There is no limit to the number of teams from each university/institution.

Rules For the Candidates

1. Questions will be based on subjects and articles related to dentistry from all academic years.
2. The quiz will be held on Sunday, 21st April 2024 (1 week prior to IDSC).
3. The quiz will be conducted online with the help of online proctoring.
4. The quiz will be conducted in 3 rounds.
5. Tiebreakers will be used when required and the judge's decision will be final.
6. The rules and regulations for the quiz will be provided on registration.
7. Each participant will receive an e-certificate of participation, while the winners of the quiz will be awarded e-certificates and prizes. Hence, the precision of participant information is necessary for the issue of certificates.

For any further information related to the quiz, please contact reg_idsc@imu.edu.my.

Awards in each category

- **1st place**
- **2nd place**
- **3rd place**

For any queries regarding abstract submission process and the presentations, contact the conference secretariat at reg_idsc@imu.edu.my.