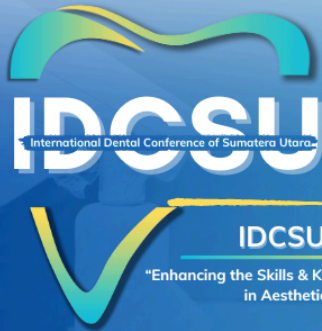




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IDCSU

International Dental Conference of
Sumatera Utara 2024

Guidelines

"Enhancing The Skills and Knowledges of An
Aesthetic Dentistry"

TIARA MEDAN HOTEL & CONVENTION CENTER
Medan, Sumatera Utara, Indonesia

December 6 -7, 2024

GUIDELINES

International Dental Conference Sumatera Utara 2024

Postgraduate E-Poster Presentation, Short Lecture/Oral Presentation, and Full Paper Guidelines

e-POSTER AND SHORT LECTURE GENERAL GUIDELINES

1. Postgraduate e-poster presentations for research, case report, and literature review categories.
2. E-posters are submitted in PDF format. Every information must be appeared in one single page.
3. E-Poster size is 50x90cm with Potrait orientation.
4. Resolution of the monitor that is used for e-Poster is 1920x1080 pixel with size of 53x95 cm, with 16:9 dimension. Every presenter must adjust their e-poster orientation (potrait) following the monitor.
5. Title is written in bold, must include author's name, affiliation, and email.
6. E-Poster must include the presenter's photo on the top left of the poster. The university logo and 4th IDCSU [logo](#) on the top right of the poster.
7. The Research Poster consists of: Title, Author Name, Introduction, Methods, Results and Discussion, Conclusion and References, Acknowledgments (if any).
8. Case Report Poster consists of: Title, Author Name, Introduction, Case Report, Case Management, Discussion, Conclusion and References, Acknowledgments (if any).
9. Literature Review Poster consists of: Title, Author's Name, Introduction, Literature Review, Discussion, Conclusion, and References, Acknowledgments (if any).
10. At the footer/bottom part of e-poster presentation, should be noted: Presented at: International Dental Conference of Sumatera Utara, December 6-7th, 2024, Medan, Indonesia.
11. Includes a scanned barcode containing the full article and references.
12. Tables and graphs should illustrate the data (avoid including raw data in tables).

13. Images must have high resolution.
14. Please be considerate when using colors for the presentation, keep only 2-3 colors as this would be a formal scientific poster presentation.
15. Please select background colors that contrast well with the font to allow easier reading of your text. Avoid background with bright or dark color and full of texture as this will distract readers.
16. The font type used is Times New Roman / Arial / Georgia.
17. e-posters file name format: Abstract number_Name of Author_Name of University_poster.pdf
18. Your abstract number listed on the abstract acceptance (e.g, IDCSU-U01). If you submit your fullpaper after 6 November 2024 (without submitting abstract before), your abstract number is IDCSU-PP00 (for e-poster), and IDCSU-PS00 (for short lecture).
19. The Committee only accepts e-poster in PDF format and video in MP4 format only
20. Please submit your e-poster, and two fullpaper files (with and without authors name, institution, and corresponding author) to 4th IDCSU website ([here](#)) OR to email: icdsu@usu.ac.id with subject: [IDCSU 2024] Postgraduate e-poster presentation.
21. Full paper, e-poster, and video must be submitted no later than 20 November 2024.
22. For short lectures/oral presentations, please prepare a power point presentation (no need to submit) with title, authors name, affiliation, affiliation logo, and IDCSU [logo](#) on first slide, which will be delivered orally for 10 minutes on your presentation schedule. Submit only your two fullpaper files (with and without authors name, institution, and corresponding author) to 4th IDCSU website ([here](#)) OR to email: icdsu@usu.ac.id with subject: [IDCSU 2024] Postgraduate short lecture presentation.

Postgraduate Full Paper Guidelines

GENERAL GUIDELINES

1. Participants may enter only one article as author. Participants as co-authors are not limited.
2. Writing abstracts in English. Full text writing in English
3. The minimum number of references above 10 with the provisions of the article above.
The last 10 years can only be as much as 10% of the total referrals

GENERAL GUIDELINE OF ABSTRACT AND FULL PAPER

1. Abstract submission deadline BEFORE 31 October 2024 and full paper submission deadline BEFORE 20 November 2024.
2. Please submit your two fullpaper files (with and without authors name, institution, and corresponding author) to 4th IDCSU website ([here](#)) OR to email: icdsu@usu.ac.id with subject: [IDCSU 2024] Postgraduate short lecture presentation (for short lecture presenter).
3. For e-poster presenter, please submit your two fullpaper files (with and without authors name, institution, and corresponding author) along with your e-poster to 4th IDCSU website ([here](#)) OR to email: icdsu@usu.ac.id with subject: [IDCSU 2024] Postgraduate e-poster presentation.
4. Abstract and full paper are accepted in PDF format. There are 2 full paper files sent on Google Form (link on abstract acceptance letter or on full paper submission menu on website), namely the full paper with authors name, institutions, corresponding author, and the full paper without authors name, institutions, corresponding author.
5. Abstract and full paper subject format sent to email with the format: Name of Author_Institution_ Category (Literature/ Systematic Review, or Research) Example: William_FKGUSU_Literature Review.
6. Scientific award includes 3 categories:
 - Literature/ Systematic review (1st, 2nd and 3rd winners)
 - Case Report (1st, 2nd and 3rd winners)
 - Research reports (1st, 2nd and 3rd place winners)
7. For e-poster presenter, if your paper is selected as one of the nominees, please prepare yourself also for an oral presentation.

ABSTRACT AND FULL PAPER GUIDELINE (TITLE)

1. The title should be short, specific and informative. The title must contain a maximum of 20 words with a capital letter in the first word of the title, 16pt, single space.
2. The title includes the full name of the author (who is the presenter italicized), affiliation, full address for correspondence, phone number and email address.
3. In the upper right corner of the page containing the title, the type of article must be written (Research / Case Report / Literature Review).
4. The title is placed at the top center of the page, with Bold sentence case, NOT underlined or italicized.

ABSTRACT AND FULL PAPER GUIDELINE (NAME)

Author's name must include the author's full name, email address, name and address of the department where the work must be associated and designated in the order of numbering, 11pt, single space.

E.g : Harold Whitfield¹, Matsuo Hamada², Ninuk Hartati³, and William Sitompul⁴

¹Department of Endodontics, School of Dental and Health Sciences, The University of Melbourne, Melbourne – Australia.

²Department of Prosthodontics, School of Dentistry, Hiroshima University, Hiroshima – Japan.

³Department of Dental Public Health, Faculty of Dental Medicine, Universitas Airlangga, Surabaya – Indonesia

⁴Department of Oral and Maxillofacial Surgery, Faculty of Dentistry, University of Malaya, Kuala Lumpur – Malaysia

Correspondence details of the main author (consisting of full name, institution name, mailing address, telephone number, whatsapp number and email address).

ABSTRACT AND FULL PAPER GUIDELINE (RESEARCH ARTICLE)

1. Abstract in Research Article typed in one paragraph must consist of Times New Roman 11 pt maximum 250 words, single space, unstructured however contains of background, aim of study, materials and methods, results and conclusion. It is the first part in scientific article. It comprises summary of the whole content of scientific article.
2. Abstract must be provided in English, and full paper provided in English.
3. All acronyms or abbreviations in the abstract are defined when they are first mentioned.
4. Abstract contains keywords consisting of 3-5 phrases (sorted according to the order of the words/phrases you want to highlight), separators are using a semicolon (;), the first phrase is written in uppercase and the next phrase is written in lowercase.
5. Abstract and full paper are accepted in PDF format. There are 2 full paper files sent on Google Form (link on abstract acceptance letter or full paper submission menu on website), namely the full paper with authors name, institutions, corresponding author, and the full paper without authors name, institutions, corresponding author.
6. Full paper structure of the body in Research Article is AIM (RAD) C model, contains of introduction, materials and methods, results and discussion, conclusion, also ethical

clearance, acknowledgement, and conflict of interest, 12pt, single space. The section headings are arranged by numbers, bold and 12 pt, single space.

ABSTRACT AND FULL PAPER GUIDELINE (CASE REPORT)

1. Abstract in Case Report typed in one paragraph must consist of Times New Roman 11 pt maximum 250 words, single space, unstructured however contains of background, aim, case report, case management, discussion, and conclusion. It is the first part in scientific article. It comprises summary of the whole content of scientific article.
2. Abstract must be provided in English, and full paper provided in English.
3. All acronyms or abbreviations in the abstract are defined when they are first mentioned.
4. Abstract contains keywords consisting of 3-5 phrases (sorted according to the order of the words/phrases you want to highlight), separators are using a semicolon (;), the first phrase is written in uppercase and the next phrase is written in lowercase.
5. Abstract and full paper are accepted in PDF format. There are 2 full paper files sent on Google Form (link on abstract acceptance letter or full paper submission menu on website), namely the full paper with authors name, institutions, corresponding author, and the full paper without authors name, institutions, corresponding author.
6. Full paper structure of the body in Case Report Article contains of introduction, case report, case management, discussion, and conclusion, 12pt, single space. The section headings are arranged by numbers, bold and 12 pt, single space.

ABSTRACT AND FULL PAPER GUIDELINE (LITERATURE REVIEW)

1. Abstract in Literature Review Article typed in one paragraph must consist of Times New Roman 11 pt maximum 250 words, single space, unstructured however contains of background, aim, literature review, and conclusion. It is the first part in scientific article. It comprises summary of the whole content of scientific article.
2. Abstract must be provided in English, and full paper provided in English.
3. All acronyms or abbreviations in the abstract are defined when they are first mentioned.
4. Abstract contains keywords consisting of 3-5 phrases (sorted according to the order of the words/phrases you want to highlight), separators are using a semicolon (;), the first phrase is written in uppercase and the next phrase is written in lowercase.

5. Abstract and full paper are accepted in PDF format. There are 2 full paper files sent on Google Form (link on abstract acceptance letter or full paper submission menu on website), namely the full paper with authors name, institutions, corresponding author, and the full paper without authors name, institutions, corresponding author.
6. Full paper structure of the body in Literature Review contains of introduction, literature review, discussion, and conclusion, 12pt, single space. The section headings are arranged by numbers, bold and 12 pt, single space.

REFERENCE GUIDELINES

1. The minimum number of references is above 10 with the provision that articles over the last 10 years may only be 10% of the total references.
2. Main references are from journals or proceedings published in the last 10 years and additional references are from textbooks published in the last 10 years.
3. Main references come from journals and proceedings at least 80%, and additional references come from textbooks a maximum of 20%.
4. References must be listed at the end of the paper. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Indicate references by [1] or [2,3] in the text.
5. References (12pt, single space) use Vancouver style with numbering order as follow:
[1] Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. *J Sci Commun* 2000;**163**:51-9.
[2] Strunk Jr W, White EB. *The elements of style*. 3rd ed. New York: Macmillan; 1979.
[3] Mettam GR, Adams LB. How to prepare an electronic version of your article. In: Jones BS, Smith RZ, editors. *Introduction to the electronic age*. New York: E-Publishing Inc; 1999. p. 281-304.

FULL PAPER TEMPLATE FOR AUTHOR

Articles must be written in English. Use correct and proper English language, according to the English Grammar. The foreign term is written in the original form typed in italic. Non-foreign medical term is better to be avoided of.

The systematic article writing is as follows:

1. Research: AIM (RAD) C model: Abstract, Introduction, Materials and Methods, Results and Discussion, Conclusion, Ethical clearance, Acknowledgement, Conflict of interest, References.

2. Case report: Abstract, Introduction, Case Report, Case Management, Discussion, Conclusion, and Reference.
3. Literature review: Abstract, Introduction, Literature Review, Discussion, Conclusion, References.

Click here, type the title of your paper, capitalize first letter, 16pt

Author One*1, Author Two2 , Author Three3 (11pt)

1Affiliation detail, City, Postal Code, Country

2Affiliation detail, City, Postal Code, Country

3Affiliation detail, City, Postal Code, Country

*Corresponding Author: author@gmail.com

ABSTRACT

Times New Roman 11 pt maximum 250 words, unstructured however contains of background, aim of study, materials and methods, results and conclusion. It is the first part in scientific article. It comprises summary of the whole content of scientific article. It brings a general overview about the content of scientific article to the reader. By reading abstract, readers can decide whether the research topic is relevant with their wish or not

Keyword: Maximum; five; word; key; important (MESH)

1. Introduction

Here introduce the paper, and put a nomenclature if necessary, in a box with the same font size as the rest of the paper. The paragraphs continue from here and are only separated by headings, subheadings, images and formulae. The section headings are arranged by numbers, bold and 12 pt, single space. Here follows further instructions for authors. Files must be in MS Word only and should be formatted for direct printing, using the CRC MS Word provided. Figures and tables should be embedded and not supplied separately. Please make sure that you use as much as possible normal fonts in your documents. Special fonts, such as fonts used.

1.1. Tables

All tables should be numbered with Arabic numerals. Every table should have a caption. Headings should be placed above tables, left justified. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately. Below is an example which the authors may find useful.

Table 1. An example of a table (10pt)

An example of a column heading (8pt)	Column A (t)	Column B (t)
And an entry	1	2

And another entry	3	4
And another entry	5	6

1.2. *Construction of references*

References must be listed at the end of the paper. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Indicate references by [1] or [2,3] in the text. Some examples of how your references should be listed are given at the end of this template in the 'References' section, which will allow you to assemble your reference list according to the correct format and font size.

1.3. *Section headings*

Section headings should be left justified, bold, with the first letter capitalized and numbered consecutively, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1, 1.2, etc, and left justified, with second and subsequent lines indented. All headings should have a minimum of two text lines after them before a page or column break. Ensure the text area is not blank except for the last page.

1.4. *General guidelines for the preparation of your text*

Avoid hyphenation at the end of a line. Symbols denoting vectors and matrices should be indicated in bold type. Scalar variable names should normally be expressed using italics. Weights and measures should be expressed in SI units. All non-standard abbreviations or symbols must be defined when first mentioned, or a glossary provided

1.5. *General guidelines for the preparation of your text*

Please do not change the margins of the template as this can result in the footnote falling outside printing range.

Illustrations

2. **Manuscript Structure**

The manuscript structure refers to the standard structure of the body as follow:

Abstract. It is the first part in scientific article. It comprises summary of the whole content of scientific article. It brings a general overview about the content of scientific article to the reader. By reading abstract, readers can decide whether the research topic is relevant with their wish or not.

1. **Introduction.** It begins with general discussion. The first sentence of opening paragraph should make readers appeal and curious. Then, background of research and related previous of study are explained after opening paragraph and before end paragraph. This section logically links the existed research problems with the approach that is operated to solve the problem. Introduction ends with the aim and purpose of research or the activity and main research finding.

2. Method. It discusses about how the research be done. This section supports and establishes the explanation which is contained in the finding chapter.
3. Result and Discussion. It starts with the description of research finding. Then, data analysis of research finding becomes the next explanation. The data analysis is based on the research problem that has been presented in introduction. The descriptions in this section can explain whether the hypothesis which is presented in the introduction can be proven or not.
4. Conclusion. It is the last section in the AIM (RAD) C model. It summarizes some information of the research finding and discussion.
5. Acknowledgements
6. Conflict of Interest

References

3. Figure Placement

All figures should be numbered with Arabic numerals (1, 2, 3,...). Every figure should have a caption. All photographs, schemas, graphs and diagrams are to be referred to as figures. Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately. In MS word input the figures must be properly coded. Preferred format of figures are PNG, JPEG, GIF etc. Lettering and symbols should be clearly defined either in the caption or in a legend provided as part of the figure. Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to them in the paper. Please ensure that all the figures are of 300 DPI resolutions as this will facilitate good output. The figure number and caption should be typed below the illustration in 8 pt and left justified [Note: one-line captions of length less than column width (or full typesetting width or oblong) centered]. For more guidelines and information to help you submit high quality artwork please visit: <http://www.elsevier.com/artworkinstructions> Artwork has no text along the side of it in the main body of the text. However, if two images fit next to each other, these may be placed next to each other **to** save space. For example, see Fig. 1.

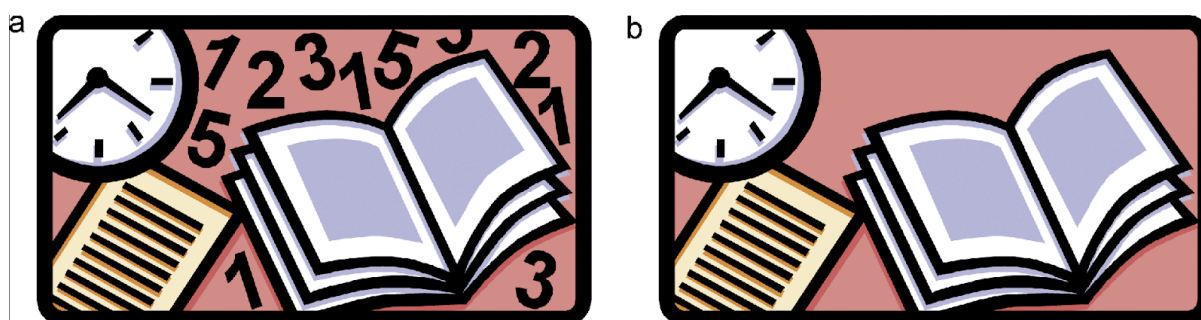


Figure1. (a) first picture; (b) second picture.

4. Equations

Equations and formulae should be typed in Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

5. Acknowledgements

Acknowledgements and Reference heading should be left justified, bold, with the first letter capitalized but have no numbers. Text below continues as normal.

References

References use Vancouver style with numbering order as follow:

- [1] Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. *J Sci Commun* 2000;**163**:51-9.
- [2] Strunk Jr W, White EB. *The elements of style*. 3rd ed. New York: Macmillan; 1979.
- [3] Mettam GR, Adams LB. How to prepare an electronic version of your article. In: Jones BS, Smith RZ, editors. *Introduction to the electronic age*. New York: E-Publishing Inc; 1999. p. 281-304.