AES Leaders in Occlusion, TMD, Comprehensive Oral Care

Poster and Table Clinic Program Application

AES 69th Annual Scientific Meeting February 21-22, 2024

SUBMISSION DEADLINE - Please return this form no later than December 31, 2023 to:

Chan W. Cheong, DDS

Email: chan_cheong@hsdm.harvard.edu

Name of Primary Clinician: _____

Last Name First Name Middle Initial/Name

_____

Address Line 1

_____

Address Line 2

_____

City State/Province Zip/Postal Code

_____

Country

_____

Cell Phone Home Phone Fax Email

Names of 2nd Clinicians (if appropriate): _____

_____

Presenter Category: ☐ Pre-doctoral ☐ Post-doctoral ☐ Clinician ☐ Faculty

Title of Proposed Table Clinic: _____

Synopsis of Proposed Poster & Table Clinic: _____

_____

_____

_____

_____

The AES will accept only 16 clinics, and all of those will be furnished an appropriately draped table and poster board.

The AES cannot provide any computer or video support for poster presentations.

Notification of acceptance January 15, 2024

Please direct additional questions to Dr. Chan Cheong. **Presentation dates are February 21-22, 2024**

POSTER PROGRAM MANUAL

Dr. Chan Cheong, DDS
AES Poster Chair

The AES – Leaders in Occlusion, TMD, Comprehensive Orla Care conducts the Table Clinic and Poster Program. This program provides an opportunity for dental practitioners, laboratory technicians, researchers, dental school faculty, their residents and students from the **member countries** to participate in the AES Annual Scientific Session. **SUBMISSION DEADLINE DECEMBER 31, 2022. The application is a writable PDF. The program is February 21-22, 2024 at the Chicago Downtown Marriott, Chicago, IL**

DEFINITION OF THE PROGRAM

The participant's presentation consists of a poster presentation in the format of the International Association of Dental Research. It presents research or clinical findings in a poster presentation form. It includes a hypothesis, methods and materials, results, discussion and a conclusion.

ELIGIBILITY

The participant:

☐Must be a dental student, resident, dentist, laboratory technician, dental school faculty or allied healthcare professional at the time of the AES Annual Session.
☐Two (2) or more participants may conduct the research for the poster presentation.

INVITATION TO PARTICIPATE/RESPONSIBILITY OF INSTITUTE

An invitation to participate in the Poster Program is sent to the program director each institute. If the program director decides that the institute will participate, he/she will then provide the name of the mentor who will assist the participant in properly fulfilling the requirements of the program.

RESPONSIBILITY OF THE FACULTY ADVISOR

It is imperative that the mentor, who is then appointed as the advisor, ensures that the participant's poster presentation is in compliance with the regulations established by the AES.

Mentor must also ensure the following:

1. Participant makes initial contact with Dr. Chan Cheong via email at: chan_cheong@hsdm.harvard.edu.
2. Participant completes and submits the application, abstract and all other requested information by the due dates.
3. Assist the participant in selecting the appropriate subject in which the participant's poster will be judged.

RESPONSIBILITY OF THE PARTICIPANT

To be eligible for the poster Program, participants must comply with the following:

☐Complete and return all forms furnished by the AES
☐Submit an abstract or summary (300 words maximum) of the poster presentation that will be presented to Dr. Chan Cheong

PARTICIPANT BENEFITS

I. Registration for Annual Session

AES Central office has been given the name of the participant that will represent their organization and the participant has contacted Dr. Chan Cheong, the participant will be pre-registered.

Please note: If the participant plans to bring along a co-clinician, please inform Dr. Chan Cheong prior to Annual Session so that they will have a registration badge.

Mentors, please review this form with the participant that is representing your institute.

I. Category I: Clinical Research

Clinical Research presentations will demonstrate clinical research in various prosthodontics, endodontics, periodontics, surgical or diagnostic procedures, or materials or devices directly related to **occlusal** care. It may include materials that advocate technique or new occlusal applications.

Category II: Basic Science Research

Basic Science Research presentations will demonstrate a method or result of some basic science or molecular biology. It may also show the application of one (1) of the basic sciences (anatomy, microbiology, physiology, biochemistry, etc.) to the art and science of **occlusion**.

Method of Selection

The AES does not designate a specific procedure for the selection of participant. It is acknowledged that each institute has its separate set of rules or guidelines in the selection of the participant. However, it must be understood that the participant who participates in the AES Poster Program must adhere to the regulations established by the AES.

REGULATIONS

I. Application Process

a) Each participant must initially contact Dr. Chan Cheong via email at chan_cheong@hsdm.harvard.edu

b) The application process will begin with contacting Dr. Cheong.

a) After contact has been made with Dr. Cheong, each participant must submit an abstract of their poster presentation not to exceed 300 words in length via email at chan_cheong@hsdm.harvard.edu.

I. The Poster Presentation Format

1. Title
2. Problem
3. Hypothesis
4. Methods
5. Results-The bulk majority of information should be explained here.
6. Conclusion.

I. Presentation

a) Participant must remain at their assigned poster during the entire session.
b) Substitutions of participant or significant changes in the title of the poster presentation from that listed in the official program is not permitted.
c) Poster displays must not extend **more than** 7.5 feet wide x 3.5 feet high.
d) The oral presentation for each demonstration should be no longer than 10 minutes in length.
a) Business attire is required for all participants at **all** times.

I. Time of Presentation

a) Participants must report to the poster area promptly at 7:30AM in order to set up their posters.
b) Participants must be present the entire time
c) An open presentation takes place all day Wednesday and Thursday until 5:00 pm.

I. Poster Presentations

The AES will supply the following:

☐One (1) poster board to affix the poster presentation. Poster is to be sized 7.5 feet wide by 3.5 feet high.
☐Adhesive material to affix poster to back board.

☐A sign with the participant's name and table number.

If you have any questions or require anything other than the items listed above, please contact Dr. Chan Cheong via email at chan_cheong@hsdm.harvard.edu

I. **VIII. Handout Materials**

Handouts are limited to a one (1) page synopsis of the poster presentation. If a student/resident plans to use handout material for their presentation, they should forward a copy to Dr. Cheong by the end of January in order to be reviewed. It is the participant's responsibility to arrange to have sufficient copies of handouts available for distribution.

I. **IX. Advertising**

No advertising material or material that resembles a commercial promotional effort may be distributed or shown. It is permissible to use trade names (brand or company) for identification purposes only during the open presentation portion of the poster presentations.

All participants should save all presentation materials and supplies at the end of the day on Thursday. (ie, poster, adhesive material, name plate and table designation plate). Please take these items with you back to your hotel room. Please do not discard or leave any of your items behind at the Poster area.

All participants receive a certificate of appreciation for their contribution to the scientific session.

SHIPPING INSTRUCTIONS

Information concerning the shipment of materials to the AES may be obtained upon request from the AES Central Office. It is advised to personally carry your poster presentation within a durable poster tube suitable for travel to minimize the possibility of being either damaged or lost in transit. The AES will not assume any responsibility or expense for the shipment of materials to be used in the competition.

ADDITIONAL INFORMATION

Mentors or participants seeking additional information regarding the program and/or requirements of the AES Poster Program are invited to contact Dr. Chan Cheong via email at chan_cheong@hsdm.harvard.edu

AES Central Office
325 E. Jimmie Leeds Rd., Ste 7#12
Galloway, NJ 08205
Email: admin@aes-tmj.org