2017 WCPD
CALL FOR ABSTRACTS

Important Dates and Deadlines:

• January 4, 2017 – Abstract Submission Site Opens
• May 15, 2017 – Abstract Submission Site Closes
• June 30, 2017 – Abstract Notifications Emailed to Presenters
• August 4, 2017 – Presenter Pre-registration Deadline
• Late August 2017 – Final Presentation Numbers Emailed to Presenters

To Submit your Abstract:

Click the button wherever it appears online on the official 2017 WCPD web site, www.iadr.org/wcpd or within this document. Please follow the abstract submission instructions. Any questions may be directed to the IADR Meetings Department at meetings@iadr.org

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WELCOME!

The International Association for Dental Research will host its 11th World Congress on Preventive Dentistry (WCPD), October 3-6, 2017. The WCPD will focus on integrating multifactorial approaches towards prevention of oral cancer, dental caries, periodontal disease and other oral diseases. If you are involved in preventive dentistry and related fields, we urge you to submit an abstract for presentation consideration. Please note that delegates attending the World Congress on Preventive Dentistry are eligible to receive CE credit hours through the ADA Continuing Education Recognition Program (CERP); see the appropriate section below for more information.

ABSTRACT RULES AND GUIDELINES

1. Individuals may present only one abstract.
2. Projects being submitted must be original research.
3. Submitters may NOT split one study into several papers, as they may be asked to combine for review.
4. Individuals may co-author multiple abstracts.
5. Presenter must disclose any personal or co-author potential conflict of interest and agree to the IADR Policy on Full Disclosure along with the IADR Abstract Licensing Policy during submission.
6. Previously published abstracts (in print or any electronic format) or those presented at another meeting are not allowed.
7. Abstracts should not be submitted on material that will also be presented at a symposium held at the same meeting.
8. Authors of presentations later proven to contain previously published material will be sanctioned and may be prohibited from presenting at future meetings.
9. Scientific Committee reserves the right to reclassify submitted abstracts into the most appropriate area of review.
10. Abstracts must be submitted via the online abstract submission site. Faxes, photocopies or emailed copies will not be reviewed.
11. You must receive the approval of all co-authors before putting their names on the abstract.
12. There will not be an option for Late-Breaking News Abstracts.
13. There will not be an abstract replacement period.
14. Abstracts are reviewed as submitted by the abstract deadline of May 15, 2017. Abstracts in Draft will not be reviewed for inclusion in the scientific program. Presenters are not permitted to modify their abstracts after this date for purposes of this review.
Presenter Agreement

All presenters must agree to the following conditions when submitting an abstract:

1. 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 this research project has been duly cleared by my Institutional Review Board (IRB) or Institutional Ethics Committee or an equivalent ethical body.

2. Affirm that the work has not been published (in print or electronically) or presented elsewhere prior to the WCPD Meeting.

3. Agree that if the abstract is accepted, IADR has permission to publish the abstract in printed and/or electronic formats.

4. Agree to pre-register for the meeting and pay the appropriate registration fee by the presenter pre-registration deadline of August 4, 2017.

   Failure to pre-register by August 4, 2017, will result in the following:
   - The abstract will be automatically withdrawn from the Program Book and the Online Abstract System.
   - Submitter will not be allowed to present his/her abstract at the meeting.
   - The abstract will not be citable as being part of the Special Issue of the Journal of Dental Research.

IADR Abstract Licensing Policy

By submitting an abstract to IADR, and in consideration for the opportunity to be included in IADR’s presentations, the author of the abstract hereby provides to IADR a non-exclusive, irrevocable, worldwide, royalty-free license to use the abstract in IADR’s publications and materials. To the extent that IADR incorporates an abstract in a collection or compilation of materials, including but not limited to any publication of meeting abstracts or an online, searchable collection of abstracts, the author acknowledges and agrees that IADR shall own all right, title and interest in and to such collections and compilations including any copyrights to said collections and compilations. Notwithstanding the foregoing, U.S. Government Works, as defined under the Copyright Act found under Title 17 of the U.S. Code, are exempt from any copyright transfer contemplated herein, and any purported transfer of the copyright to a U.S. Government Work pursuant to this subsection shall be of no force or effect.

IADR Full Disclosure Policy

IADR seeks to provide participants in its education sessions with current, scientifically-based information relevant to dental, oral and craniofacial research, the practice of dentistry and the oral health of the public. Once a presenter is selected for a particular topic, IADR makes no attempt to control the content of the presentation or the content of any submitted abstract. Therefore, in submitting an abstract for presentation and publication, a presenter represents and warrants to IADR that any intellectual property associated with or contained in the content of the abstract or presentation is owned by the presenter or the presenter is authorized to use said content along with any applicable intellectual property associated with the content.

A presenter may be required by IADR to provide adequate written assurance that the presenter is authorized to use the content of the abstract or presentation. In the event IADR requests such written assurance and the presenter fails to provide the requested documentation, the presenter may be denied the ability to make the presentation. For any abstract or presentation, the presenter and any applicable co-authors of the content must be identified by full name and any affiliation. The presenter also has received the approval from the co-author(s) to have their name(s) associated with the abstract and its content prior to submission.
The presenter further agrees to indemnify and hold harmless IADR from any and all claims of third parties regarding the content of the abstract or presentation, including but not limited to any claims of infringement of intellectual property or misappropriation of proprietary or trade secret information.

In order to ensure fairness to the audience and the public, however, IADR requires each presenter and co-authors to disclose:

1. Any financial relationship between the presenter and co-authors and
   a. A company that manufactures or distributes a product discussed in the presentation, or
   b. A company whose product competes, or may compete, with a product discussed in the presentation must be disclosed to the IADR upon approval on the abstract form and must be disclosed to the audience at the beginning of the presentation.

   As used in this document, "financial relationship" includes a consulting arrangement or the conduct or research for the company by the presenter or co-author or a member of the presenter's or co-author's immediate family. It also includes ownership of stock or other interest in a company by the presenter or co-author, and/or a trust of which the presenter, co-author, or a member of the presenter's or co-author's immediate family is a beneficiary, to the best knowledge of the presenter.

2. All presentations must be made in a professional manner, without disparaging colleagues, companies or products. Unnecessarily demeaning comments and attacks on colleagues, companies or products are unacceptable.

Failure to adhere to these guidelines may result in sanctions as deemed appropriate by the IADR, including denial of permission to present at future IADR meetings.

**Presenter Changes**

If you are unable to attend the meeting and wish to name a substitute presenter, please use the following guidelines:

- The Presenting Author is the only author that may request a presenter change.
- Substitute presenter must be a co-author.
- Substitute presenter must **NOT** be presenting another abstract at the meeting.
- After the abstract submission deadline of May 15, 2017, all requests for presenter changes MUST be made using the Presenter Change/Withdraw Form (link to be made available after the abstract deadline). Requests made using this form will be reviewed by IADR Global Headquarters before processing.
- Substitution requests must be made PRIOR to the meeting.
- Failure to follow the above procedures may result in the presenter being charged the full registration fee and/or not being allowed to present at a future meeting.

**Withdrawal of Abstracts**

The following are the guidelines for withdrawing abstracts:

- You may withdraw your abstract at any time until May 15, 2017, without notifying IADR, in the abstract submission site.
- Abstracts withdrawn after May 15, 2017, must be withdrawn using the Presenter Change/Withdraw Form. Requests not submitted via this form will not be considered.
- Withdrawal requests must be received **PRIOR** to the start of the meeting.
- Lack of travel funds is **NOT** an acceptable excuse for withdrawing an abstract from the meeting.
• Failure to follow the above procedures may result in the presenter being charged the full registration fee and/or not being allowed to present at a future meeting.

**PLEASE NOTE:** Any submitted abstract that does not contain actual text, or is still in draft, will be withdrawn automatically after May 15, 2017. **No changes to abstract text including typos, incorrect data, etc. will be permitted after May 15, 2017.**

**PREPARING TO SUBMIT AN ABSTRACT**

All abstracts must be submitted online via the IADR online abstract system. Each completed submission is peer-reviewed for its scientific content Scientific Committee.

**Important Submission Elements**

1. **Topic/Category:** All abstracts must be submitted to an appropriate category for review based on the scientific content of the abstract. See the appropriate section below for a complete listing of Scientific Groups/Networks.

2. **Titles:** Abstract titles are limited to 10 words or less. The title should be dynamic and conclusive, rather than descriptive, and should be entered in title case format, AP format. In general, you should capitalize the first letter of each word unless it is a preposition or article. Do italicize scientific names of organisms such as streptococci or candida. Titles should not be bold.

3. **Authors:** Each author should be added separately to the submission to ensure proper listing. Enter first (given) name, and last (family/surname) name for each author plus institution/affiliation. Please do not list the department/branch in the institution/affiliation field. One person must be identified as the presenting author. The order of the authors can be modified at any time prior to the abstract deadline. IADR will not list each author’s department in the Program Book due to space limitations.

4. **Abstract Text:** All abstracts should be 300 words or less. When composing your text, be sure to use a word processor in order to save your abstract in advance. Use the formatting functions available in the submission system to add in special characters. Do not include your title or authors in the abstract text - these items will be collected separately. Do not include references. If the abstract is based on research that was funded entirely or partially by an outside source, then be sure to enter the appropriate information (funding agency and grant number if applicable) when prompted during submission. You do not need to re-enter the information with your abstract text. However, all external funding **MUST ALSO BE** included in the presentation if accepted. Tables are permitted but should be simple and concise. Graphics/images are not recommended unless they are integral to the abstract and should be limited to no more than 1 or 2.

5. **Special Characters:** Special characters in the title or body of the abstract or in the co-author’s names or affiliations should be entered into the system using formatting functions in the submission system.

6. **Content of the Abstract:** Titles, authors and authors’ affiliations are not included in the 300 word limit (references are not collected by IADR). The abstract must contain a brief statement of:

   a. The objectives of the investigation,

   b. Experimental methods used,

   c. Essential results, including data and, where appropriate, statistics,

   d. Conclusion

7. **Other Items:** the following information should be submitted:

   • **Keywords:** All abstract submissions may select up to 5 keywords from a list. Two keywords are required. Keywords should be selected from Medical Subject Headings (MeSH) to be used for indexing of articles. See: [http://www.nlm.nih.gov/mesh/MBrowser.html](http://www.nlm.nih.gov/mesh/MBrowser.html) for information on the selection of key words.
• **Contact Information:** IADR will only correspond with the presenting author listed on the abstract regardless of who may have submitted the abstract. Thus, make sure to include a correct email address/phone number for the presenting author. If the presenting author relocates before the 2017 WCPD, please be sure to notify the IADR Meetings Department with the new information. Please make every attempt to enter the correct membership number for the presenter if he/she is a member of IADR.

• **Chair Opportunities:** Be prepared to enter whether or not the presenter is interested in serving as a Poster Session Chair.

### Systematic Review Abstracts

IADR will accept the submission of Systematic Review Abstracts. Systematic Reviews are defined as, “a review of a clearly formulated question that uses systematic and explicit methods to identify, select and critically appraise relevant research, and to collect and analyze data from the studies that are included in the review. Statistical methods (meta-analysis) may or may not be used to analyze and summarize the results of the included studies. The aim is to ensure a review process that is comprehensive and unbiased. Findings from systematic reviews may be used to determine research priorities and/or provide the scientific basis for clinical treatment.”

### Common Abstract Submission Mistakes

- Failure to state objective and conclusion.
- Failure to state sample size and data.
- Excessive use of abbreviations.
- Excessive use of commercial product names.
- Typographical errors (authors may not change text after the abstract deadline).
- Writing your abstract at the last minute.
- Work that is duplicative is not well received and you will only be asked to combine with another abstract or your abstract may not be accepted.

**Make sure to show your abstract to a colleague prior to submission to avoid making common mistakes.**

### Group-author Abstracts

Some research collaborations with large numbers of investigators, operating under a single group name, request the inclusion of the group name as an author, distinct from the individual authors. Group authors may also be known as Collaborative-, Corporate- or Collective-authors. Group-authors would include individuals who contributed to the research that led to the abstract but are not named individually as authors. A common example in dental research would be a practice-based research network. Group-authorship is not meant to acknowledge the University, Institution or Corporation under whose auspices the research was conducted. If your abstract does have a Group-author that includes individuals who contributed to the research that led to the abstract but are not named individually as authors, the name of the Group-author must be added along with the City, State/Prov. and Country for each individual person. The Group-author listings will be included in the Author/Co-author Index online, the Program Book and the USB of Abstracts.

The Group-author Abstracts section of the abstract submission system should not be used to list out individual authors.

### Word Limit Help

World Congress on Preventive Dentistry
2017 Call for Abstracts
• Always hyphenate when possible (e.g., use “composite-resin restorations”, rather than “composite resin restorations”), and string together complicated phrases with hyphens.

• Abbreviate extensively [i.e., introduce abbreviations quickly and use them. Do not say hybrid zone but rather introduce hybrid zone (HZ) and then use HZ from that point onward].

• Always close spaces between numbers and units (e.g., instead of 30 mm, say 30-mm or 30mm; never leave spaces between numbers & standard deviations; and replace “30 ± 5” with “30±5”).

• Always use tables for the presentation of information when possible. Put units in headers and omit them from the rest of the matrix.

• Make sure there is no inadvertent ‘dangling punctuation’ in the text, such as a comma or period that is not immediately adjacent to a word.

• Eliminate as many “articles” (a, an, the, …) as possible.

• String together all of the steps in the Materials & Methods section so that you are not starting and stopping individual sentences with separate subjects, verbs, and adjectives [e.g., “The samples (n=10/gp) were etched (37% H3POO4), washed (15s), stored (37°C, 7d), conditioned (25°C, 10m), tested (0.1mm/m), and statistically analyzed (ANOVA, Tukey’s, p<0.05).”].

• Replace statements with equations [e.g., Instead of “10 samples were tested for each group” insert “(n=10)” into an appropriate sentence].

• Report all statistical differences with superscripts on results that can be attached rather than requiring separate statements.

• Construct tables to minimize the number of necessary cells.

**Special Requests**

If you have any special requests (i.e., religious, academic, travel or personal conflicts) or if you wish to request that abstracts be scheduled in a specific order enter this information in the “Special Request” box when entering your abstract online. IADR will not change your presentation if you neglect to include any details regarding your request when submitting your abstract. If you book your travel arrangements prior to receiving your abstracts notification email, please book your return flight for the end of the meeting (late Friday, October 6, 2017). IADR will **NOT** change presentation dates/times to accommodate your travel schedule or requests made after submission. Please note that all special requests cannot be accommodated but the Scientific Committee will do his/her best when scheduling the applicable abstracts.
SUBMISSION INSTRUCTIONS

Clicking the button where it appears online or in this document will provide you with step-by-step instructions for submitting your abstract online.

CRITERIA FOR ABSTRACT ACCEPTANCE

Presentations will be selected for the program on the basis of the scientific quality of the work as judged from the abstract. An impartial panel of reviewers will evaluate the content of each abstract. Selection of the abstracts will be made by these reviewers and by the Scientific Committee, whose decision is final.

The following are the evaluation criteria used in the review of abstracts. This is provided to call your attention to points that will be considered. In the final analysis, it will be the reviewers’ judgment of the value of any abstract that will determine whether the abstract should appear on the program. Since the abstracts are published and become part of the world’s scientific literature, it is important that the content be scientifically sound and grammatically correct. Each abstract is reviewed so that high standards can be ensured.

Common reasons for rejection are:

1. Abstract is not original research.
2. The research is not innovative in its approach to the stated problem (methodology or data collection or analysis or data interpretation).
3. Nature of problem not explicit from either title or abstract.
4. Material too closely related to another abstract submitted by the same co-authors; should have been combined into a single paper.
5. Abstract has been presented at other meeting(s) or previously published.
6. Abstract poorly organized and/or not complete. Required information not given in abstract:
   a. Objective
   b. Methods
   c. Results – data and statistical analysis, or
   d. Conclusions
7. Methods of obtaining data not appropriate with respect to the stated problem for the following reasons:
   a. Methods not sufficiently precise to permit the measurements to be accurate, i.e., variations are within the error limits for the method.
   b. Sampling method contains inherent discriminatory factors not recognized.
   c. Size of sample insufficient to show significant conformity or differences.
   d. No well-defined criteria given for evaluation of variables.
   e. Choice of controls questionable.
   f. No control groups reported.
8. Significance of results related to the nature of the problem being studied is not stated.
9. Conclusions do not necessarily follow as a consequence of the method of analysis applied to the data.
10. Conclusions not adequately qualified, i.e., conclusions have greater limitations than implied by the author.
11. Correlations suggested may be fortuitous insofar as no plausible cause-and-effect relation has been suggested, and none is obvious.
12. Abstract is not in English.
13. Abstract is over word count.
SUBMISSION CATEGORIES

- Population Approaches to Prevention and Early Diagnosis of Oral Cancer
- Role of Oral Health Research in achieving Sustainable Development Goals
- Effective Oral Disease Prevention and Community Health Promotion – Evidence from Global, Regional and National Programs
- Population Approaches to Prevention of Oral Diseases
- Promotion of Maternal and Child Oral Health
- Oral and Systemic Health Associations: From Science to Health Promotion Policies
- Addressing vulnerable populations
- HIV, oral infections and oral health
- Other

NOTIFICATIONS OF ACCEPTANCE/NON-ACCEPTANCE

The official notifications will be emailed on or about June 30, 2017 to all accepted presenters. The notifications will include presentation date and session time. An email containing your Final Presentation # will be sent after the Presenter Pre-registration deadline (late August 2017), to all registered, accepted presenters.

PLEASE NOTE: All communication between IADR and the presenter will take place via email. The email address used will be the one you supply when submitting your abstract for the PRESENTING AUTHOR. Please make sure that you enter a valid, long-term email address so that you will receive all important notices that are sent from IADR regarding your abstract and presentation at the meeting.

After June 30, 2017 the placement or rejection of your abstract cannot be changed and is considered final. Please do not call IADR regarding the status of your abstract prior to this date. After June 30, you can also view your abstract notification letter by logging into your ScholarOne Abstracts account’s Message Center or you can email IADR if you did not receive your notification (meetings@iadr.org).

Accepted and Presented Abstracts

Accepted and presented abstracts become part of a special online-only issue of the Journal of Dental Research, the journal for dental, oral and craniofacial research. Accepted and presented meeting abstracts are citable. The Journal of Dental Research follows the International Committee of Medical Journal Editors recommendations regarding the conduct, reporting, editing and publication of scholarly works and these recommendations are applied to meeting abstracts to the extend practical and possible.

PRESENTER PRE-REGISTRATION AND RATES

All presenters are required to pre-register for the meeting by the presenter pre-registration deadline of August 4, 2017. Failure to pre-register by this date will result in the withdrawal of your submission. Please plan accordingly. Also, if you plan on registering at the IADR membership rate, please make every attempt to complete your annual renewal in advance of the presenter pre-registration deadline to allow ample processing time.

Registration rates will be made available online at www.iadr.org/wcpd.

* Membership dues must be paid in full for the year 2017, on or before the pre-registration deadline for you to qualify for the member registration fee. Registrants who are not current members by the date of the meeting will be charged the non-member fee, and IADR reserves the right to charge the difference. Affiliate members must upgrade to join or renew at the Member or Student Member category if presenting at IADR/AADR/CADR General Session.
MODES OF PRESENTATION

The WCPD will include presentations in the following modes:

**Poster Presentation:**

- Presented on a poster board in the Exhibit Hall.
- Actual poster presentation time is one hour and 15 minutes.
- Posters will be available for viewing all day on Wednesday through Friday.
- No audio-visual equipment is used.
- Poster sessions will be scheduled Wednesday through Friday.
- Session Chairs will be assigned to facilitate the session.
ADA CONTINUING EDUCATION RECOGNITION PROGRAM (CERP)

The International Association for Dental Research is an American Dental Association Continuing Education Recognition Program (ADA CERP) recognized provider. Delegates are eligible to receive continuing education credits by attending the scientific oral and poster sessions throughout the meeting. One hour of program time is equivalent to one credit hour. Forms will be printed in the Program Book for your convenience, and delegates are responsible for completing the forms accurately and keeping them for auditing purposes. (Do NOT return the forms to IADR.) For information on the ADA CERP program, please contact IADR Senior Manager, Publications & Abstracts Kourtney Skinner at kskinner@iadr.org.

ADA CERP is a service of the American Dental Association to assist dental professionals in identifying quality providers of continuing dental education. ADA CERP does not approve or endorse individual courses or instructors, nor does it imply acceptance of credit hours by boards of dentistry.

IADR will announce the maximum number of continuing education credits available for this meeting when the scientific program is released (late August 2017).
FREQUENTLY ASKED QUESTIONS

1. **Do I need to be a member of IADR to submit an abstract?** No. However, IADR members receive a reduced registration rate. Your membership must be paid for 2017 in order to be eligible for the reduced member pricing.

2. **How do I know if my abstract was successfully received?** In Step 5 of the submission process, you will be asked to review all information you have entered for your abstract. If there are any incomplete steps, you will not be able to submit your abstract and it will remain in Draft status until you reach full completion. You will be able to view a proof of your abstract in this step. You must click Submit button. You will also receive a confirmation email from the system following successful submission of your abstract. This confirmation will also be available in your ScholarOne Abstracts Message Center.

3. **Is there a word limit imposed on abstract titles?** Yes, all abstract titles must be 10 words or less.

4. **Is there a word limit imposed on abstract text?** Yes, all abstract text must be composed of 300 words or less.

5. **Can I change my Scientific Group/Network to a different group after I complete my submission?** Yes, you may return to your submission at any time prior to the abstract deadline to transfer your abstract to a different group by returning the completed abstract to Draft and editing the Scientific Group/Network selection in Step 2. Be sure to save your changes and resubmit your abstract. Draft abstracts will not be reviewed.

6. **What is the abstract deadline?** Monday, May 15, 2017 (11:59 p.m. PST).

7. **Can I make changes to my abstract text after the deadline?** No. IADR does not permit modifications to abstract text after the deadline under any circumstances. It is very important that you submit an error free abstract text.

8. **If I forget to add an author, can I do so after the abstract deadline?** Yes, you can still add an author if necessary by emailing the IADR Meetings Department. However, please make every attempt to add all authors during the abstract submission process.

9. **Can I submit more than one abstract (excluding session proposals/keynotes) as an abstract presenter?** No. IADR permits authors to submit one abstract only as a presenting author. You may be listed as a co-author on more than one abstract. If you submit more than one abstract as a presenter, you will be asked to delete one of the submissions. If your response is not received, one of the submissions will be automatically deleted and will not be reviewed.

10. **Should I put the abstract title, authors and affiliations in the text of my abstract?** No. These items will be collected separately during the abstract submission process. References are not collected.

11. **Is there a limit on the number of co-authors that I can add to my abstract?** No.

12. **Can I submit previously published or presented work?** No, all abstracts must be original research. Abstracts cannot be submitted if the research represented by the abstract will be published and/or presented at any other national or international meeting prior to October 3, 2017.

13. **If I make a mistake during the abstract submission process, do I need to start a new submission?** No. You can make changes to your abstract submission at any time prior to the deadline by logging into your ScholarOne Account and return the abstract to Draft and selecting to Edit Draft. Be sure to save your changes and resubmit your abstracts. Draft abstracts will not be reviewed.

14. **Will IADR list my department in the Program Book?** No. IADR will only list the affiliation/institution of the presenting author in the Program Book due to space limitations. Please make every attempt to list your department/branch separately from your affiliation/institution record.

15. **Will IADR edit my abstract?** No. Once you submit your abstract, it will not be edited in any way for content. Typographical or grammatical errors that appear in your abstract submission will also
appear in the final online Scientific Program. Abstracts may be formatted only to follow IADR publication guidelines or requirements.