



# Author Guidelines

for the

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## Foreword of Univ.-Prof. Dr. Dr. W. Wagner

Dear Colleagues, Dear Poster Demonstrators,

in the spirit of professional publications and an attempt to prepare poster demonstrations for citation as well as make them more attractive and available for an international audience, the German Society of Dento-Maxillo-Facial Sciences and the Quintessenz Verlags-GmbH have created an online-only publication entitled "International Poster Journal of Dentistry and Oral Medicine (IPJ)" in the world wide web:

<http://ipj.quintessenz.de>

We invite you to submit your posters for publication on the internet in observance of the author guidelines. Following the usual review procedure for scientific publications, your poster will be published electronically and prepared for search and citation. For further questions, please contact:

**Editor-in-Chief**

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Univ.-Prof. Dr. Dr. W. Wagner  
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## Author Guidelines

The International Poster Journal of Dentistry and Oral Medicine (IPJ) is a journal in which scientific posters are to be published online by the QVG (heretofore the *publisher*). The IPJ is simultaneously an organ of the German Society of Dento-Maxillo-Facial Sciences (DGZMK). Contributions accepted by the DGZMK will be made accessible worldwide through the publisher. The following author guidelines must under all conditions be observed.

### 1. Guidelines for Submitting Posters

- Topics concerning dentistry and oral medicine (oral surgery, oral pathology etc.) shall be published in IPJ.
- A poster must meet the standard of an **academic / scientific presentation**. It is to be outlined in sections as follows: "Introduction", "Objectives", "Material and Methods", "Results" and "Discussion and Conclusions". The content of the poster must follow the structure shown in appendix 2.
- Only posters and board demonstrations which have been evaluated, accepted and presented by an academic / scientific committee of a conference may be submitted.
- The author shall submit his/her poster for publication through the DGZMK directly following the presentation at the following web-address in **PDF and MS Powerpoint format**:  
<http://ipj.quintessenz.de/submission>
- The author shall also upload a copy of the detailed **program for the respective conference** at which the poster was demonstrated.
- Regardless of the acceptance for presentation at any particular conference, each and every poster submitted will be evaluated by the editor-in-chief and by the **Editorial Board** (appendix 1).
- If an author does not resubmit a poster that is rejected for revision within two months, the poster submission will be rejected. The author may still submit the revisited poster as new.
- The recommended language of publication for contributions is **English**. However posters in German can be accepted if title, abstract and keywords are submitted in English as well. Exceptions are possible for supplements. All posters have to use latin characters. **Any and all translations** are to be provided by the author. It is highly recommended, that posters are submitted in English in order to promote the international platform this online journal seeks to provide. **All Posters** submitted must be accompanied by **an abstract, a title and keywords in English**.
- An essential characteristic of IPJ is the opportunity for communication between the reader and author. Therefore, the author must provide an **valid email address** where he/she may be contacted permanently. **This email-address has to be submitted with every correspondence**. Also a phone number will help us to contact the author easily and to speed up the editorial process.
- **Without limitation of time or place, the author is allowed to use the poster or parts of it for further publications when adding a citation to the publication in the IPJ. The authors ensures that the poster is first published in the IPJ.**
- **The author ensures, that he is authorized to publish the poster with all texts, pictures and other materials and that this will not infringe any rights of third parties. The author grants the publishing company all necessary rights to publish the poster.**
- Authors are not charged for the submission or the publication of their poster. Congress supplements are subject to charge for the congress organizer.

## 2. Steps after Acceptance of a Poster by the DGZMK

After the review of a poster by the editorial board of the IPJ the editor-in-chief decides about acceptance of the poster and informs the author.

The editorial staff of Quintessenz produces the poster and contacts the author for proofreading.

### **Quintessenz Onlineredaktion**

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The publisher cannot guarantee that all formats can be processed. Should the author's data for any reason not be acceptable, the publisher then reserves the right not to publish the poster.

Only the most recent version of these author guidelines is valid.

The expenses for technical implementation of this journal shall be carried by the publisher.

## 3. Citation

Posters in the International Poster Journal (IPJ) can be cited like:

“Int Poster J Dent Oral Med Year of Publication; Vol No: Issue Number, Poster Number”

Example: “**Int Poster J Dent Oral Med 2016; Vol 18: No 2, Poster 1234**”

URL: <http://ipj.quintessenz.de>



## Appendix 1

### Editorial Board

**Prof. Dr. med. dent. Werner Geurtsen** (operative dentistry)

Klinik für Zahnerhaltung, Parodontologie und Präventive Zahnheilkunde  
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**Prof. Dr. Dr. Robert Sader** (surgery and multimedia)

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Lazarettgasse 19  
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Austria

## Appendix 2

### Poster Structure

- Poster title
- Poster subtitle
- Name of the event at which the poster was demonstrated
- Venue of the event at which the poster was demonstrated
- Date of the event at which the poster was demonstrated
- Poster language
  
- Title, first name and last name of the submitting author and affiliation;  
*Example: Prof. Dr. Max Mustermann (Free University of Berlin)*
- Author's address
- Street address
- Postal code
- City
- Country
- Telephone number of the submitting author
- Email address of the submitting author
  
- Participating authors (please separate with commas and set the affiliations in parentheses following each respective name: last name, first name (affiliation))
  
- Keywords (6-10, please separate with commas)
- Abstract in English (max. 250 words)

The following is the outline form which poster content follow:

- Introduction (no character limit)
- Objectives (no character limit)
- Material and Methods (no character limit)
- Results (no character limit)
- Discussion and Conclusions (no character limit)
- Bibliography (please cite as indicated)

Journal citation:

Dietschi D., Schatz JP: Current restorative modalities for young patients with missing anterior teeth. Quintessence International 1997, 28, pp. 231-240.

Book citation:

Hilton TJ: Direct posterior composite restorations. In: Schwartz RS, Summitt JB, Robbins Jw (eds). Fundamentals of Operative Dentistry. Chicago : Quintessence, 1996, pp. 207-228.

- Explanation of abbreviations (as necessary)