## **General Information**

## The 127th Annual Meeting of the Japan Prosthodontic Society

June 15 (Fri), 16(Sat), 17 (Sun), 2018

Okayama Convention Center

14-1 Ekimotomachi, Kita-ku, Okayama, 700-0024, Japan

TEL: +81-86-214-1000

Hotel Granvia Okayama

1-5 Ekimotomachi, Kita-ku, Okayama, 700-8515, Japan

TEL: +81-86-234-7000

http://www.med-gakkai.org/jps127/

## Dear Participants

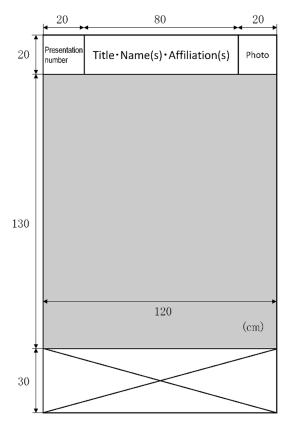
 On-site registration will be handled at the reception desk in Okayama Convention Center and Hotel Granvia Okayama.

	Okayama Convention Center	Hotel Granvia Okayama
	2F Lobby	$4\mathrm{F}$
June 15 Friday	16:00-18:30	_
June 16 Saturday	8:10-18:50	8:10-18:50
June 17 Sunday	8:00-15:20	8:00-15:20

- 2. You are requested to report to the reception desk to make sure that your registration has been correctly made. All student members (Graduate / Undergraduate) are requested to present certification form. You are requested to put your name plate on your jacket during the meeting and at Banquet.
- 3. Banquet will be held at "Phoenix" (4F), Hotel Granvia Okayama from 19:00 on June 15. Reception Fee (JPY 15,000: on-site rate) is not included in the registration fee. Please pay the fee at the reception desk if you would like to take part in the Banquet.
- 4. Announcements to the participants will be made on the bulletin board located in the registration area.
- 5. Smoking is prohibited in Okayama Convention Center and Hotel Granvia Okayama (Smoking is only allowed at the designated smoking areas.)

## Guideline for Poster Presentations

- 1. The posters are to be placed at "Event Hall" (1F), "Atrium" (2F) and "Conference room 403" (4F) in Okayama Convention Hall.
- 2. Poster panel is 120 cm wide × 180 cm high. The space available for each poster is 120 cm wide × 150 cm high. The top 20 cm of panel is for the space of title of presentation, author 's name(s) and affiliation(s) in accordance with the panel format.
- 3. Next to the title, please place a small photograph of the presenter, so that he/she can be identified by their audience.
- 4. All posters will be mounted on the numbered poster panels using drawing pins provided by the congress staff on-site.



- 5. All presenters are required to disclose any Conflict of Interest (COI) in the subject matter of which any company, entity, or organization has an interest.
- 6. Please indicate the source of any funding for the study on the poster.
- 7. Studies on human subjects: please add a declaration that permission was obtained from an institutional ethical committee and that subjects (or their guardians) gave written, informed consent.
- 8. Posters should be put up between 8:00-9:00 on June 16 (Sat), to make it possible that posters will be available for viewing through the "poster viewing periods".
- 9. Presenters should stand next to their poster, to be available for discussion with audience during poster discussion period.
  - International: 12:00-12:50 on June 16 (Sat.)
- 10. The posters have to be removed between 14:00-15:00 on June 17. The posters left after 15:00 will be removed and discarded by meeting staff.