



SEPES Sevilla 2024

53º Congreso Anual

10 - 12 de octubre

EPA-DDS Joint Meeting

Protocolos para la práctica clínica

**Guidelines, conditions of submission and
presentation of oral communications, posters and
video**

Awards granted by **FUNDACION SEPES**

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IMPORTANT DATES

- **March 15th, 2024:** Deadline for submission of papers.
- **June 20th, 2024:** Deadline for submission of papers.
- **June 30th, 2024:** Information on acceptance of papers.
- **July 30th, 2024:** Deadline for the submission of papers in video format.
- **September 20th, 2024:** Information on submission of papers.



GENERAL CONDITIONS

- The submission of communications of the Spanish Society of Stomatological and Aesthetic Prosthetics (SEPES) will be only through the platform enabled for this purpose:

<https://2024sevilla.congresosepes.org/>

- SEPES accepts to evaluate for its Annual Congress all those contributions related to stomatological prosthodontics, oral esthetics and other dental subjects related to them, which have not been published or accepted for publication prior to their submission.

- By sending the communication, the author declares that he/she is aware that SEPES is a non-profit organization and that its publication will be of an academic nature. Therefore, the author authorizes the dissemination with the exclusive purpose of disclosing it to the academic and scientific community, respecting the moral rights of the author and, consequently, maintaining the integrity of the text, title, and information, safeguarding it from mutilations or modifications different from those necessary for the electronic publication of the work, which generate inaccuracies or violate the content and image. SEPES is not responsible for the opinions and/or interpretations contained in such communications and/or the infringements of the intellectual property rights of third parties which they might contain.

- The submission of papers implies the explicit acceptance by the authors of the SEPES evaluation and decision process. The organization reserves the right to reject without review those papers that do not comply with the presentation format or the criteria for acceptability.

- Communications that are the result of the disintegration of a single paper and those that do not comply with internationally accepted ethical standards are not acceptable.

- Abstracts may be submitted in either Spanish or English.

- We recommend that you send your abstracts well in advance.

- Accepted oral communications should be presented at the 53rd Annual SEPES Seville Congress. Posters will be considered presented when they are uploaded onto the poster area. The jury will select the finalist posters that will be defended in order to be eligible for a prize. Communications in video format will be considered presented when accepted by the jury. The jury will select the finalist videos that will be defended in order to be eligible for a prize.



SUBMISSION OF ORAL COMMUNICATIONS AND POSTERS

- The period for submission of oral communications and posters is from March 15th to June 20th, 2024. All papers received after this period will be disregarded.
- The abstracts of all communications will be sent exclusively via the online form available in the communications section of the Congress's website. Those sent by other means will not be accepted.
- You must register in the system to be able to submit papers. Registration is free and gives access to the personal area of each user where you can upload and manage your files. Registration in the system does not imply registration for the Congress. You must manage your registration through the specific online registration form available on the Congress's website.
- Once the communication has been sent, changes can be made through your private area of the Congress's website <https://2024sevilla.congresosepes.org/> until June 20th, 2024. After this date you can contact the Technical Secretariat of the Congress via this e-mail congresos@meetandforum.com although it is not possible to guarantee that beyond the deadline it will be possible to include the requested changes in the respective communications.
- The first author may appear as co-author in other communications, but may only present one oral, poster or video communication as first author.
- If a paper is accepted, the first author is committed to its presentation. The paper will be signed by one author and a maximum of five co-authors.
- Failure to present a paper without a justified cause will result in the exclusion of the first signatory from presenting papers at the SEPES Annual Congress for two years.

INSTRUCTIONS FOR THE SUBMISSION OF ORAL COMMUNICATIONS, POSTERS AND VIDEOS

Title

- Use the sentence format, using only capital letters for the first letter of the title. Write a brief title that clearly indicates the nature of the paper. The maximum length of the title is 200 characters.

Primary author and inclusion of co-authors

- The main author will always be the user who is submitting the paper.
- Indicate the name and surname (and middle initial, if applicable) and institution to which each of the co-authors of the paper belongs.
- The maximum number of co-authors is five per paper. Please make sure that the information given for each co-author is correct.
- Co-authors must be informed by the lead author that they have been included as co-authors on the submitted paper.
- Co-authors should be included with the first letter of the first and last names in upper case, the rest in lower case.

Abstract of the paper

- Abstracts should have a maximum length of 400 words.
- The abstract should be structured in the following sections: introduction & objectives, methodology, results, and conclusions. The methodology section may describe both the clinical or laboratory procedures and the material and method, depending on whether the communication is clinical or research.
- Any conflict of interest related to the communication must be disclosed by the authors in their communication.
- Tables and images shall not be included. Do not cut or paste symbols onto the text. After each semicolon, begin the next paragraph without any additional line breaks. Do not capitalize or underline sentences in the text. Do not include bibliographical citations.
- Abbreviations may be used. Unfamiliar abbreviations should be followed by their meaning in parentheses the first time they are used.
- Please read your abstract carefully before submitting it.

Areas

- The author must specify for each paper the area and type of presentation in which he/she wishes to submit his/her paper. The available areas are:

- Orofacial Pain and Temporomandibular Disorders.
- Dental Education.
- Implantology.
- Interdisciplinary.
- New Technologies.
- Dental Materials.
- Fixed Prosthesis.
- Removable Prosthesis.

Types of presentation

- The presentation types available for abstract submission are:

- Clinical Oral Communication.
- Oral Research Communication.
- Clinical Poster Communication.
- Research Poster Presentation.
- Clinical Communication in video format.

- Communications that do not reach the score to be included as oral communications will be considered for presentation as posters, if so desired by the first author.

Ethical and legal standards for the publication of communications

- Each communication should indicate whether it has a favorable report from the Research Ethics Committee (REC), whether it is pending, or whether it has not been requested.

- The current regulations for the publication of communications are as follows:

- Clinical reports: Favorable report from the IRB.
- Prospective and retrospective studies, observations: Favorable IRB report.
- Clinical case: Written informed consent in the case of presenting photographs or recordings.

REVIEW AND SELECTION OF ORAL COMMUNICATIONS AND POSTERS

- Abstracts will be evaluated by a jury that will review the papers without knowing the identity of the authors and their origin.
- The usual reasons for rejection are:
 - The communication is not related to dental prosthodontics and/or oral esthetics.
 - The nature of the problem is not correctly specified in the abstract.
 - The abstract is poorly organized and/or incomplete, according to the established standards.
 - The paper has been published prior to the submission of the communication.
- Once all the evaluations of the communications have been conducted, the Scientific Committee of the SEPES Congress will inform of the accepted communications.
- In the poster category, the Scientific Committee will select all the accepted papers and only the finalist papers for each area (clinical and research) will be defended in order to be eligible for the award. The rest of the posters, once evaluated, will be considered as presented at the congress.

NOTIFICATION OF ACCEPTANCE OF ORAL COMMUNICATIONS, POSTERS AND VIDEOS

- Once the selection has been made by the Scientific Committee, the first author will be notified of the result by e-mail to the address indicated in the system. The notification received cannot be claimed.
- Papers that have not been accepted by the Scientific Committee will be returned and those accepted will become the property of SEPES.
- It is the responsibility of the author who presents the paper to register for the SEPES SEVILLA 2024 Presential Congress, according to the established fees.
- In case he/she does not receive any notification, he/she should contact the Technical Secretariat of the Congress through the e-mail congresos@meetandforum.com to check the status of his/her paper.

PRESENTATION OF ORAL COMMUNICATIONS

- The first author is responsible for the presentation of the paper. If this is not possible, one of the co-authors must be designated for the presentation.

- All presentations will be made in Power Point or Keynote, with a single projector and on a single screen. Personal computers may not be used. In the case of using unusual fonts, they must be embedded in the presentation.

In the case of including videos, they must also be embedded.

- On the day of the presentation, it is essential that you stop by the Audiovisual Secretary's Office to allow our IT team to adjust the presentation in case there is any issue.

- The time for each presentation will be ten minutes, leaving five minutes for discussion and change of speaker.

- For each type of oral communication (clinical, research and SEPES Junior) there will be a specific jury.

- In each lecture hall there will be an evaluation committee formed by three members, of which only two will score the presentation. The chairperson of each lecture hall, the oldest member, will give the floor to the author, will inform him/her of the time used up, informing him/her when he/she has two minutes left and will moderate the subsequent debate.

- During the session, they will issue a first individual evaluation of each paper on a preliminary rating form. At the end of the session, they will meet to make a reasoned global evaluation using the final evaluation forms, which will be the minutes of the meeting.

- In the case of a large number of papers, more than one evaluation committee will be established for this modality. To determine the winning paper, in the case of two or more rooms, the paper with the highest score from each room will compete again before all the members of the jury in that category.

- The president of the jury, the oldest member, will communicate directly to the Scientific Committee the decision of the jury, which will be final. Afterwards, the report will be kept on file at SEPES's headquarters and can be examined by any member who requests it.

- Therefore, the best paper in each category will be determined: clinical, research and SEPES Junior. These will be kept secret until the public act in which the winners will be announced. A mention will also be given to the second-best paper in each category.

PRESENTATION OF PAPERS IN POSTER FORMAT

- Papers should be presented in a size of 90 centimeters wide by 110 centimeters high. No audiovisual equipment may be used.
- Posters must be placed on the assigned area on Thursday, October 10, 2024, from 10:00 am to 2:00 pm. Staff from the organization will be present to inform the authors and check the correct placing and arrangement of the material.
- A schedule will be established for the presentation session of the finalist posters, selected by the jury for their defense in the two categories (clinical and research).
- For each type of poster (clinical and research) there will be a specific jury, which will evaluate all the works by means of the official qualification forms. The posters that must be defended in order to qualify for a prize will be selected.
- After the defense session of the selected papers, the juries will meet in private and will issue the final evaluation.
- The chairperson of the jury, the oldest member, will communicate directly to the Scientific Committee the decision of the jury, which will be final. Afterwards, the report will be kept on file at SEPES's headquarters and can be examined by any member who requests it.
- Therefore, the best paper will be determined in each category: clinical and research. These will be kept secret until the public event in which the winners will be announced. A mention will also be given to the second-best poster in each category.

Regulations, conditions for submission and presentation of clinical communications in video format



INTRODUCTION

The purpose of this SEPES Foundation award is to promote the dissemination of clinical cases of prosthetics, oral rehabilitation and/or esthetics which stand out for their planning, execution, and result, as well as for the video itself, which should be agile, concise, and illustrative.

RULES OF THE AWARD

- Videos on completed prosthetic and/or esthetic clinical cases are eligible for the award.
- Submissions must describe original, unpublished, and previously unrepresented work.
- The duration of the video should not exceed 5 minutes, at least half of which should be filmed shots of the real patient, the rest being images or animations. The first author will expose its content while the video is projected.
- Minimum quality allowed: 720p, 1080p HD, 4K HD.
- Incorporate audio and subtitles to the video.
- Only one video per participant will be accepted.
- The video must be sent in move or mp4 format accompanied by a letter accepting the rules and briefly outlining a summary of the clinical case presented.
- The deadline for submitting videos is July 30th, 2024.
- Both the video and the letter of acceptance will be sent via WeTransfer to the e-mail congresos@meetandforum.com.

- The jury will select the finalist videos and the winning entry.

- No member of the jury may be a co-author of any of the videos submitted.
- The jury will have the ability to evaluate, and, if necessary, exclude those videos whose relationship with the field of prosthodontics is insufficient.
- The jury will justify its decision on the basis of the following criteria:
 - **Quality of presentation and manner of exposition. 2 points.**
 - **Relevance:** How the case has been solved in a planned manner using current protocols. **2 points**
 - **Justification:** How you have justified each step you have taken by using bibliographic references, etc. **2 points**
 - **Graphic documentation and presentation design:** Quality of the photos and/or videos presented. **2 points**
 - **Response to questions:** The Jury will ask questions in the presentation made by the selected finalists. **2 points**

- The jury will select the finalist videos which will be eligible for a prize and will be screened in a space set up for this purpose at the SEPES annual congress in October. The authors of these finalist videos will have to make an explanatory presentation of the case during the projection of the video.
- The jury's decision will be final. Also, the prize may be declared void if, in the jury's opinion, it is considered that none of the videos submitted meet the required level.
- The jury's decision will be communicated to the winner before the end of the congress.
- The prize will consist of a cash award of **1,000 €** and a certificate.
- Participation in this call for entries implies the express acceptance of these rules.
- The author of the video must have the express authorization of the people who appear in the video, which will be sent together with the explanatory letter and link to the video.
- The winning video will be published in the SEPES video library.
- The winning video may also be published in article format, after review by the Editorial Committee, in the International Journal of Stomatological Prosthetics. The article must comply with the publication requirements of the journal, which are detailed below.

- The name of the winner, title, abstract and link to the video will be published in the SEPES and SEPES Congress media: web sites and social networks.

AWARDS

The Spanish Society of Stomatological and Aesthetic Prosthetics (SEPES) will award the following prizes:

- **SEPES Junior Award to the best Clinical Oral Communication** presented in Spanish by a SEPES member under 30 years of age. The prize will consist of a scholarship with an economic endowment valued at 3,000 € for training in a national or foreign center, to be agreed with the Board of Directors, as well as the option of publishing the work, after review by the Editorial Committee, in the International Journal of Stomatological Prosthetics and a mention of having obtained the prize.
- **SEPES Junior Award to the best Oral Communication of research** presented in Spanish by a SEPES member under 30 years of age. The prize will consist of a scholarship with an economic endowment valued at 3,000 € for training in a national or foreign center, to be agreed with the Board of Directors.
- **Prize for the Best Clinical Oral Communication:** The prize will consist of a cash award valued at 1,000 €, plus the option to publish the work, after review by the Editorial Committee, in the International Journal of Stomatological Prosthetics (*Revista Internacional de Prótesis Estomatológica*) and mention of having won the award.
- **Prize for the Best Oral Research Communication:** The prize will consist of an economic endowment valued at 1,000 €.
- **Prize for the Best Clinical Poster Paper:** The prize will consist of a cash award valued at 1,000 €, plus the option to publish the paper, after review by the Editorial Committee, in the International Journal of Stomatological Prosthetics and mention of having won the award.
- **Prize for the Best Research Poster Communication:** The prize will consist of an economic endowment valued at 1,000 €.
- **Prize for the Best Clinical Video:** The prize will consist of a cash award of 1,000 €.



INTERNATIONAL JOURNAL OF STOMATOLOGICAL PROSTHODONTICS
REVISTA INTERNACIONAL DE PRÓTESIS ESTOMATOLÓGICA

The winning papers in the categories of:

- Clinical oral communication
- Clinical poster communication
- SEPES Junior clinical communication

may be published in article format in the official journal of SEPES: *Revista Internacional de Prótesis Estomatológica*. This article should be sent by the author of the communication before December 31st to the editorial committee of the journal at rev.int.prot.estoma@gmail.com. The article must comply with the requirements of the journal's publication regulations, which are detailed on the following pages.

PUBLICATION RULES

1. INTRODUCTION

The objective of the International Journal of Stomatological Prosthodontics (*Revista Internacional de Prótesis Estomatológica*) is to function as a platform for the exchange of clinical and scientific information related to Prosthodontics, Esthetics, and other related dental fields, being aimed towards the clinical professional.

The articles submitted to this journal must be original, not published or sent to another publication, and the authors are solely responsible for the statements made in them.

Authors should strictly follow the guidelines set forth below. Articles that do not follow these guidelines will be returned for correction before being considered for publication.

2. TYPES OF PUBLICATIONS

- Original articles, which provide new clinical or research data related to the specialty. Adequately summarized papers may be published rapidly as short communications.
- Review articles, which involve the updating of a specific topic, from a critical scientific and objective point of view. Therapeutic guides, consensus summaries and updates on topics directly or indirectly related to Prosthodontics and Esthetics will also be accepted in this category. Authors interested in collaborating in this section are encouraged to contact the editor to check the appropriateness and originality of the proposed topic.
- Clinical cases: Exceptional clinical cases or cases that contribute new therapeutic concepts may be selected for publication. They should contain complete preoperative, postoperative and postoperative clinical and iconographic documentation, clearly including the treatment performed. The text should be concise (less than six pages and bibliographic references should be limited to those strictly necessary). Photographic sequences of multidisciplinary treatment of complex cases or novel techniques will be of particular interest. The associate director(s) will guide the author in the selection and quality of the photographic material.
- Selected untranslated articles published in the International Journal of Prosthodontics, when the interest of the articles justifies it.
- Letters to the Editor, offering constructive comments or criticisms on journal articles or other topics of interest to the reader. They should be brief, focused on a specific topic and signed. Bibliographical citations, if any, should appear in the text in parentheses. In case of comments on an article published in this journal, the author will be given the opportunity to reply. The Steering Committee will assess the pertinence of its publication.
- Interviews and colloquia: Interviews will be conducted with relevant persons who can contribute their personal point of view to current scientific topics. The colloquia will be established in relation to a specific, potentially controversial topic, with the objective of gathering the contrasted opinion of several experts on the topic to be dealt with.

3. AUTHORS

Only those individuals who, because of their significant contribution to the development of the article, and as such, can take public responsibility for its content, will be considered as authors. According to the criteria of the American Medical Association (AMA), the number of authors should not exceed six.

Significant contribution is understood as meeting the following three conditions: 1) participation in the development of the concept and design of the work, or the analysis and interpretation of the data; 2)

contribution to the drafting or fundamental revision of the article; 3) collaboration in the final supervision of the version to be published. Simple participation in the acquisition of funds or in the collection of data does not justify authorship of the work, nor is the general supervision of the group responsible for the research sufficient. Those who have contributed to a lesser extent will be thanked for their collaboration in the acknowledgements section and their names will be mentioned on a separate page.

4. PRESENTATION AND STRUCTURE OF THE PAPERS

Papers should be submitted in Spanish, on DIN A-4 size sheets, with a 12-point font size, with minimum margins of 25 mm and with the sheets numbered consecutively in the upper right-hand corner.

The order of presentation of the manuscript shall be as follows:

► The first page should contain: 1) the title of the article; 2) the first and last names of the authors, with the highest academic degree and affiliation with an institution, if applicable; 3) the name of the responsible department and institution; 4) the name, address and e-mail address of the author responsible for correspondence; and 5) the source of support in the form of subsidies or grants and conflict of interest, if applicable.

► The second page should contain: 1) the title of the article; 2) an abstract of the article content, with a maximum length of 250 words; and 3) a list of three to six keywords. Since abstracts are the only part of articles indexed in electronic databases, authors must ensure that the abstract reflects the content of the article. Original research papers will contain structured abstracts, in the following sections: introduction (rationale and objective), material and methodology, results and conclusions.

► This will be followed by the pages with the text of the article, bibliographic references, tables, and figure legends, as discussed below.

4. 1. Research Articles

Research articles should be structured as follows: introduction, material and methods, results, discussion, conclusions, and bibliography.

Introduction: It must include the basis of the work and in its last paragraph should clearly indicate the objective of the article, using the strictly necessary bibliographical references.

Material and Methods: It must be presented as precisely as is convenient for the reader to understand and confirm the development of the research. Previously published methods, such as indexes or techniques, ought to be described only briefly and the corresponding bibliographic references should be provided, unless modifications have been made. The statistical methods used must be adequately described. The criteria for selection of individuals, sampling technique and sample size, use of randomization and masking techniques must be specified. In clinical trials and long-term studies, the individuals who drop out of the studies must be registered and reported, indicating the causes of the losses. The computer programs used shall be specified and the statistical terms, abbreviations and symbols used shall be defined. In clinical trials with human subjects and experimental studies with animals, it must be confirmed that the corresponding Ethics Committee have previously approved the protocol. Human studies must follow the principles of the Helsinki Declaration of 1975, as revised in 2008, while animal experiments must be conducted in accordance with Council Directive 86/609/EEC of 24 November 1986 on the protection of animals used for experimental and other scientific purposes.

Results: They must appear in a logical sequence in the text, tables or figures, and the same data shall not be repeated. The important observations ought to be highlighted.

Discussion: Both the methods used and the results obtained must be commented, comparing them with others already published. A paragraph must be included discussing the limitations of the study in terms of methodology and the results themselves. Practical recommendations and new hypotheses may be included when they can logically be supported by the data offered.

Conclusions: Appropriate conclusions must be stated in relation to the objectives of the work. Statements and conclusions not supported by the research data should be carefully avoided.

4. 2. Review Articles

Review articles will be structured in the sections considered by the author, being mandatory: introduction, material and methods (keywords used, databases, systematic search, inclusion and exclusion criteria), conclusions and bibliography.

4. 3. Clinical Cases

Clinical cases should be structured using the following structure: introduction, clinical case, discussion, and bibliography.

Discussion: The data presented in the clinical case should be commented, comparing them with those observed by other authors. Clinical recommendations may be included. Likewise, the characteristics of the clinical technique used should be discussed with those recommended by other authors, indicating its advantages and disadvantages.

5. BIBLIOGRAPHY

Bibliographical references should be the minimum necessary. As a rule, they should not exceed 30, except in review papers, in which the number is free. However, authors are recommended to limit the number of citations based on criteria of relevance and timeliness. References should be numbered correctly in the text, tables, and figure legends, according to the order of appearance, being identified by Arabic numerals in superscript, following the Vancouver style.

The abbreviated names of the journals should be used according to the "Abridged Index Medicus Journal Titles". All authors should be mentioned if there are less than six, or the first three and "et al" when there are seven or more.

Examples of bibliographic references.

► Article in a journal:

Martínez-Rus F, Prieto M, Salido MP, Madrigal C, Özcan M, Pradés G. A clinical study assessing the influence of anodized titanium and zirconium dioxide abutments and peri-implant soft tissue thickness on the optical outcome of implant-supported lithium disilicate single crowns. *Int J Oral Maxillofac Implants* 2017;32:156-63.

When the author is a partnership or corporation:

FDI/WHO. Patrones cambiantes de salud bucodental e implicaciones para los recursos humanos dentales: Parte primera. In-forme de un grupo de trabajo formado por la Federación Dental Internacional y la Organización Mundial de la Salud. *Arch Odontostomatol* 1986; 2:23-40.

► Books or monographs:

Personal author:

Fradeani M, Barducci G. La rehabilitación estética en Prostodoncia Fija. Barcelona: Quintessence; 2009.

Book chapter:

Jacob RF. Clinical management of the edentulous maxillectomy patient. In: Taylor TD (ed). *Clinical Maxillofacial Prosthetics*. Chicago: Quintessence; 2000:85-102.

► Doctoral thesis or dissertation:

Capel F. Procesado, sinterización, estabilidad y propiedades de materiales cerámicos de circonia tetragonal en los sistemas ZrO₂-TiO₂-CeO₂ y ZrO₂-TiO₂-Y₂O₃. Doctoral thesis: Complutense University of Madrid; 1998.

► For electronic source citations:

Cancer-Pain.org [home page on the Internet]. New York: Association of Cancer Online Resources, Inc; c2000-01 [updated on May 16th, 2002; cited 9 Jul 2002]. Available at: <http://www.cancer-pain.org/>.

For references that may not conform to the proposed examples, it is advisable to consult: *International Committee of Medical Journal Editors. Recommendations for the conduct, reporting, editing, and publication*

of scholarly work in medical journals, available on the web:
https://www.nlm.nih.gov/bsd/uniform_requirements.html.

6. TABLES

Tables are to be included after the main text, on separate sheets, and should be numbered according to their order of appearance in the text with Arabic numerals. They will be used to clarify important points, and repetition of data in the form of tables and figures is not acceptable. Their approximate location in the text may be indicated by a marginal note in parentheses. The titles or captions accompanying them should perfectly explain the content of the same.

7. FIGURES

They ought to be included in individual files independent of the main text. All types of photographs, graphs or drawings will be considered figures, and their number will be reduced to the minimum necessary. They will be assigned an Arabic number, according to the order of their appearance in the text and they will be identified with the abbreviated term "Fig." followed by the corresponding number. The legends of each figure must be written and numbered on a separate sheet after the main text and the tables. Each of the individual files containing figures should be named with the term "Figure" and its corresponding number. Figures must be submitted in digital format and must have a minimum resolution of 300 dpi. They should be saved in TIFF or JPEG format with minimum compression (maximum quality). Images in Word, Power Point, Excel, or similar formats will not be accepted.

8. ABBREVIATIONS AND UNITS OF MEASUREMENT

Only universally accepted standard abbreviations shall be used (see *"Units, Symbols and Abbreviations. The Royal Society of Medicine. London"*). When a term frequently used in the text is to be shortened, the corresponding abbreviation, in parentheses, should accompany it the first time it appears. The teeth will be numbered according to the FDI system and the implants following the same methodology, i.e., quoting the number corresponding to the tooth of the position they occupy, and adding a lower case "i" (example: an implant in the position of 13 will be 13i). Roman numerals will not be used in the text. Trade names shall not be used unless necessary, in which case, the first time they are used, they shall be accompanied by the registration symbol (®).

The decimal metric system shall be used for all measurements of length, height, weight, and volume. Temperature should be measured in degrees Celsius, and blood pressure in millimeters of mercury. For hematological and biochemical values, the metric system will be used according to the "International System of Units".

9. SUBMISSION OF PAPERS

Manuscripts are to be sent in digital format to the Steering Committee of the International Journal of Stomatological Prosthetics, to the following e-mail address:

rev.int.prot.estoma@gmail.com

The following files must be sent:

Word file, named with the word "Letter", followed by the surname of the first author (example: Letter Pérez), including the letter of presentation of the article addressed to the director of the journal. This letter should state the acceptance of the publication rules of the **International Journal of Stomatological Prosthetics** and must include the e-mail address of all the authors.

Word file, named with the word "Manuscript", followed by the surname of the first author (example: Manuscript Pérez), including the complete text (title, authors, abstract, text, bibliography, tables, and figure legends), following the indications previously indicated.

TIFF or JPEG files, at 300 dpi, with each of the figures, named with the figure number followed by the first author's last name (example: Figure 1 Pérez).

The Steering Committee will acknowledge receipt of all submissions to the Journal.

10. REVIEW AND PUBLICATION PROCEDURES

Articles will be submitted anonymously to a minimum of two members of the Editorial Committee. In some cases, the editor of the Journal will invite external reviewers to participate in the review process as experts in the subject to be reviewed. The authors will receive comments, also anonymously, from the reviewers when the Steering Committee considers that this may be of help, making, if necessary, the necessary corrections. The review will be conducted in a period of less than 60 days from the acknowledgement of receipt of the manuscript by the publisher. The Editorial Committee will inform the author of the decision taken regarding the publication of the article.

The average time of publication will be six months from the date of acceptance. All articles accepted for publication will become the property of the **International Journal of Stomatological Prosthetics**. (*Revista Internacional de Prótesis Estomatológica*) Direct use of published material (text, photos, figures) for which copyright is not held must be made with the consent of the author and the editor of the Journal.

LEGAL NOTICE

Publication of communications

By submitting your paper, you authorize the Spanish Society of Stomatological and Aesthetic Prosthetics *Sociedad Española de Prótesis Estomatológica y Estética* (SEPEs) the right to use your work in any format both in the App and on the website of the Congress.

Data protection

The personal data collected will be incorporated and processed in a file registered in the General Register of Data Protection of the Spanish Data Protection Agency. SEPEs is responsible for the file. The use of the personal data will be confidential and will be used exclusively for the management of the communications made by the entity, so they will not be used for any other purpose. The interested party may exercise the rights of access, rectification, suppression, limitation, portability, cancellation, and opposition by writing to the *Sociedad Española Prótesis Estomatológica y Estética*, Calle Rey Francisco 14 (5º dcha), 28008 Madrid or to sepes@sepes.org. Your request will be effective from the moment it is received and as long as you do not state otherwise.

The author declares that he/she has requested and obtained the express consent of the persons appearing in his/her publications. The express consent includes the publication of the image of the person concerned on posters, website and photographs taken during the presentation of the congress by SEPEs.

The organization may require the author of the publication to give his or her express signed consent to the publication.

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