



CDA/Dentsply Sirona Student Clinician Research Program

2018 Program Manual

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Acknowledgements

This Manual was developed to outline the parameters of the CDA/Dentsply Sirona Student Clinician Research Program. It contains the regulations and other information needed for the selection of student clinicians and their participation in this annual program.

The CDA/Dentsply Sirona Student Clinician Research Program was introduced in 1971. Since then, the Canadian Dental Association (CDA) and Dentsply Sirona Canada have worked together to motivate and recognize hundreds of bright young minds to investigate new approaches to a wide array of oral health concerns.

We would like to acknowledge the long-standing sponsorship of Dentsply Sirona – Canada and international divisions (Dentsply Sirona) as they continue to provide travel and accommodation for one student clinician from each of the Canadian dental schools, host the awards ceremony and sponsor the first and second prizes. In addition, we thank Dentsply Sirona for providing convention registration and tickets to the social event on Thursday.

Thanks also go to the Canadian Dental Association (CDA) Convention hosted by the Dental Association of Prince Edward Island (PEI), for providing space for the research presentation judging session as well as the open session so that clinicians might present and discuss their work with conference participants. On behalf of the clinicians, we would like to thank Dr. Brian Barrett, Executive Director of the Dental Association of Prince Edward Island (DAPEI), for DAPEI's support of the program.

We also acknowledge the work of our judges, who take on their task with enthusiasm and commitment. Similarly, we recognize the hard work and enthusiasm of the student clinicians themselves. Lastly, we would like to recognize the faculty and staff at Canadian Dental Schools for their support of the program. A special word of thanks goes to the student advisors for their invaluable mentorship of the student clinicians.

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Section 1 – Introduction

Purpose of this Manual

This Manual was developed to outline the parameters of the CDA/Dentsply Sirona Student Clinician Research Program. **It contains the regulations and other information needed for the selection of student clinicians and their participation in this annual program.**

Suggestion: Student clinicians should carefully review this Manual and bring it with them to the event.

History of the CDA/Dentsply Sirona Program

The CDA/Dentsply Sirona Student Clinician Research Program was introduced in 1971. Since then, the Canadian Dental Association (CDA) and Dentsply Sirona Canada have worked together to motivate and recognize hundreds of bright young minds to investigate new approaches to a wide array of oral health concerns.

Managed by the Canadian Dental Association (CDA) and sponsored by Dentsply Sirona, the program's purpose is to stimulate ideas, improve communication and, most of all, to increase student involvement in the advancement of the dental profession.

SCADA - Student Clinicians on the International Stage

The CDA/Dentsply Sirona Program is part of an international program first introduced in 1959 as *The International Association of Student Clinicians - American Dental Association* program, a joint venture between Dentsply Sirona International and the American Dental Association.

In 2017, Dentsply Sirona and the American Association for Dental Research (AADR) joined forces to co-sponsor the Student Competition for Advancing Dental Research and its Applications (SCADA), formerly known as the Student Clinicians of the American Dental Association. SCADA is the alumni association designed by and for former student clinicians and comprised of former student clinicians from over 40 countries. While it has found a new home with Dentsply Sirona and AADR, SCADA continues to advance the collective commitment to empower the next generation of dental leaders.

Each student clinician presenting at the CDA/Dentsply Sirona Student Clinician Research Program receives a certificate confirming their lifetime membership in SCADA.

To learn more about SCADA, visit <http://www.scadaresearch.org/ca>.

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Section 2 –Prizes, Awards and Publicity

Prizes and Awards

Dentsply Sirona provides all awards and prizes. The first prize is an expense-paid trip to the American Association for Dental Research (AADR) Annual Meeting, where the student clinician will make his or her winning presentation on a non-competitive basis, as part of the AADR's scientific program. The 48TH Annual Meeting of the AADR will be held June 19-22, 2019 in Vancouver, British Columbia. The second prize is \$1000 cash. All student clinicians receive a certificate of appreciation from CDA and Dentsply Sirona for their contribution to the program. In addition, an award memento is presented to the representing student clinician (one per school) in person at an appropriate event at his/her school.

This year, the AADR Annual Meeting is being held in Canada. However, when it is held in the United States, to take advantage of the first prize trip, the winning student clinician will need a valid passport or other documentation allowing him/her to travel to the United States. This is not required to participate in the CDA/Dentsply Sirona Student Clinician Research Program at the Canadian host convention, but the winning student clinician should arrange for travel documentation as soon as possible. Again, this is not necessary this year, as the AADR Annual Meeting is being held in Canada.

Awards Presentation

Following the judging session, CDA and Dentsply Sirona host the CDA/Dentsply Sirona Awards Ceremony in honour of all student clinicians participating in the program. The winners are announced during the Awards Ceremony. This is an important event and student clinicians receive recognition as the official representatives of their dental schools. This year, the CDA/Dentsply Sirona Awards Ceremony will be held on Thursday evening.

Invitations to the Awards Ceremony are sent from Dentsply Sirona directly to each student clinician, as well as to his/her advisor and to the Dean.

Publicity and Photography

The conference meeting program and the conference and CDA website will feature a section dedicated to the CDA/Dentsply Sirona Student Clinician Research Program. This will include student clinician names, presentation titles as well as photos submitted by the student clinicians. Guidance on the submission of photos is provided below.

General information on the Program is provided on the CDA website and can be found at the following page: <http://www.cda-adc.ca/en/becoming/students/dentsply/>. Photos of the prize winners are included along with a short summary of their work.

The program is also featured in at least one of CDA's publication vehicles—[CDA Essentials](#) magazine, Oasis Discussions, or the CDA website.

Group and single photos of student clinicians are taken during the convention events.

Please send your photo(s) along with the Student Clinician Participation Form by the deadline date specified on the form.

Student Clinician Photo Specifications

Each student clinician is asked to provide an appropriate photo for use on the website as well as in the program. We hope the following guidelines will be helpful:

- A simple head and shoulders photo taken in front of a plain background is best.
- Vertical photos are better, but horizontal photos may be submitted if needed.
- No selfies please. The camera is usually too close and the angle too sharp, resulting in some slightly distorted features. Ask a friend to take your photo.
- Flashes can leave reflections on glasses and cast shadows on the background.
- Stand about a foot away from the wall/background.
- Photos (usually in .jpg format) need to be high resolution (300 dpi or better) at 100% (or their “original size”) and there should be some background space around the person.
- Generally, 4” x 6” would be a good size to submit.
- Should the photo not be of sufficient quality or resolution, we may request a replacement.

Here are examples of a good photo:



Photo Publication Release

The CDA/Dentsply Sirona Student Clinician Research Program and the CDA PEI 2018 Convention are both high profile events. In addition to photos submitted by student clinicians, additional single and group photos may be taken before, during and after the judging and open sessions as well as during the social events included in the program. The Student Clinician Participation Form includes the following statement:

“I recognize and agree that any photos provided by me or taken at events related to this program may be published by CDA, DAPEI, PEICC, DPE, and Dentsply Sirona or related organizations in print or in electronic media before, during and after the program. Signature of this form is required for program participation.”

Section 3 – Selection of Student Clinicians

Invitation to Participate

The official invitation to participate in the CDA/Dentsply Sirona Student Clinician Research Program is sent to the deans of the 10 accredited dental schools in Canada. The invitation is sent anywhere from November to January, depending on the date of the host convention. Deans are asked to confirm whether their school will participate in the program and to identify a faculty contact person to whom future correspondence should be directed. Faculties are asked to identify the selected student clinician as well as a faculty advisor.

The faculty contact, faculty advisor and student clinician should each receive a copy of this Manual. Student clinicians are asked to bring it with them to the conference.

Eligibility

The participating student clinician must be an undergraduate ***at the time of selection*** by his or her school.

Additional Student Clinicians

Only one presentation is allowed per school. Presentations may be developed by two or more student clinicians, but only one student clinician from each school is eligible to deliver the presentation for judging and receive financial support from Dentsply Sirona. Should the school choose to send more than one student clinician to the conference, the faculty and/or the additional student clinician(s) will be responsible for all related expenses, including travel, accommodation, meals, ground transportation, conference registration and any social events attended by the additional student clinician(s). Additional student clinicians may present in the open session(s) to conference delegates.

Although only one student (to be determined by the faculty) is eligible to win awards and receive prizes, all student clinicians attending the conference (including additional clinicians) will be inducted as lifetime members of SCADA and be acknowledged as having participated in the CDA/Dentsply Sirona Student Clinician Research Program.

Method of Selection

The selection of a student clinician to participate in the Student Clinician Research Program is determined separately by each dental faculty. CDA does not designate a specific procedure for the selection of student clinicians. However, schools may wish to consider a mechanism such as a student clinic/presentation competition.

It is acknowledged that each school has its separate set of rules or guidelines in the selection of the student clinician. However, it should be understood that, in order to participate in the CDA/Dentsply Sirona Student Clinician Research Program, the faculty and student clinician must adhere to the processes, procedures and regulations established by the Canadian Dental Association and outlined in this Manual.

Faculty and Student Clinician Participation Forms

Deans are asked to **complete, sign and submit the Faculty Participation Form before March 31, 2018**, to Monique Bouchard, Coordinator, Dental Academia and Health Informatics at mbouchard@cda-adc.ca.

Student clinicians are asked to **complete, sign and submit the Student Clinician Participation Form before April 30, 2018**, to Monique Bouchard, Coordinator, Dental Academia and Health Informatics at mbouchard@cda-adc.ca.

Please see Section 10 - Forms and Deadlines for more on required forms.

Responsibilities of School, Faculty Contact, Faculty Advisor and Student Clinician

Responsibilities of the dental school, faculty contact, faculty advisor and student clinician include but are not limited to the following:

Responsibility of the School

- Select a student clinician to participate in the CDA/Dentsply Sirona Program.
- In the case of additional clinicians, select the one student who will be eligible to deliver the presentation for judging, receive financial support from Dentsply Sirona, win awards and receive prizes.
- Identify a faculty contact to receive communications from CDA on the program.
- Identify a faculty advisor to assist/advise the student clinician.
- Provide a copy of the Program Manual to the faculty contact, faculty advisor and student clinician.
- Complete, sign and submit the Faculty Participation Form to CDA.

Responsibility of the Faculty Contact

- Serve as primary contact with CDA.
- If requested, complete and submit the Faculty Participation Form to CDA.

Responsibility of the Faculty Advisor

- Advise/assist student clinician in fulfilling the requirements of this program.
- Advise the student clinician on the selection of the presentation category.
- Ensure that every aspect of the student clinician's presentation is compliant with the regulations.
- Ensure that the student clinician returns all required forms/information by the due date(s).

Responsibility of the Student Clinician

- Thoroughly review the Program Manual.
- Provide current contact information and check emails regularly. Must maintain current contact with CDA and Dentsply before, during and after the competition.
- Select the appropriate presentation category.
- Complete and sign the Student Clinician Participation Form and submit along with photograph in the required format to CDA by the due date.
- Submit abstract to CDA in the required format and by the due date.
- Submit hand-out samples to CDA in the required format and by the due date.
- Submit visual presentations to CDA in the required format and by the due date.
- Make travel and accommodation arrangements through Dentsply Sirona.
- Pay extra hotel nights and incidental charges upon checkout.
- Attend all required judging sessions, open sessions and award ceremonies/receptions.
- Adhere to the processes, procedures and regulations outlined in this Manual

Section 4 – Host Convention

The **2018 CDA/Dentsply Sirona Student Clinician Research Program** will be held during the Canadian Dental Association (CDA) Convention hosted by the Dental Association of Prince Edward Island (DAPEI), at the PEI Convention Centre in Charlottetown, PEI, from August 22-25, 2018. Details on the conference can be found at the following website: <http://www.cda-dapei.ca/>. The PEI Convention Centre (PEICC) adjoins the Delta Prince Edward Hotel on the beautiful Charlottetown waterfront. More information on the PEICC can be found at: <http://meetingsandconventionspei.com/member/pei-convention-centre/>.

CDA/Dentsply Sirona Schedule of Events

Here is the tentative schedule of events. A more detailed schedule will be provided in due course. We have included some convention social events. ***Please note that this schedule is subject to change.***

Wednesday, August 22, 2018	Various	Arrival Accommodation: Rodd Royalty Hotel
	Afternoon/evening	Conference registration: Pick up registration badges and kits (Delta Lobby)
		Research presentations – Student Clinician Orientation Seminar
	Evening	Convention Opening Reception (Beer, wine, finger food, entertainment) <i>Ticket to this event is included in student registration</i> (Delta Exhibit Hall)
Thursday, August 23, 2018	8:30 – 11:00 am	Research presentations - Closed Judging Session (Session Room TBC)
	Lunch	Lunch can be purchased at kiosks/restaurants in and around the Convention Centre.
	12:30 – 4:00 pm	Research presentations – Open Session (Session Room TBC)
	5:00 – 6:45	CDA/Dentsply Sirona Awards Ceremony – <i>by invitation</i> (Venue TBC) All clinicians attend
	7:00 pm -	PEI Brewing Company Suds and Songs Ticketed event – <i>1 ticket per school provided by Dentsply Sirona</i> (96 Kensington Road) - All clinicians attend
Friday, August 24, 2018	7:00 – 11:15 am	Visit exhibit floor or participate in sessions
	11:30 am - 2:00 pm	Pierre Fauchard Academy Awards Luncheon (*) – <i>by invitation</i> (Hotel Charlottetown - approx. 15 min walk from Convention Center) All clinicians attend
	2:00 – 4:30 pm	Visit exhibit floor or participate in sessions
	Evening	No program-related events are scheduled.
Saturday, August 25, 2018	Morning	Visit exhibit floor or participate in sessions
	Lunch	Lunch can be purchased at kiosks/restaurants in and around the Convention Centre.
	Various times	Departure

(*) You will note the inclusion of the PFA Awards Luncheon. While not an official part of the CDA/Dentsply Sirona Student Clinician Research Program, this is included here as the student clinicians will receive invitations to attend this yearly event, during which the PFA Student Scholarships are awarded.

(**) **Please note the legal drinking age in Prince Edward Island is 19.** Please ensure you have your photo ID with you. Please drink responsibly.

Registration and Social Events

Dentsply Sirona will provide free registration to the conference for one student clinician per school. This student registration includes access to all courses as well as the Welcome Reception on Wednesday evening. In addition, Dentsply Sirona is arranging for one student clinician per school to receive a ticket to the Thursday evening social event.

All students (including the additional student clinicians) are required to participate in all the events outlined in the schedule of events.

Other official social events included in or related to the CDA/Dentsply Sirona Program include the CDA/Dentsply Sirona Awards Ceremony on Thursday evening and the Pierre Fauchard Academy Awards Luncheon on Friday.

Please note the legal drinking age in Prince Edward Island is 19. Please ensure you have your photo ID with you. Please drink responsibly.

Should the school choose to send more than one student clinician, the faculty and/or the additional student clinician(s) will be responsible for making and paying for registration(s) and tickets to any social events.

Registration Badges, Kits and Tickets

The method of distribution of the convention badges, kits and tickets will be confirmed to you in advance of the convention. If known, this is included in the Schedule of Events found at the beginning of this section.

Meals

Student Clinicians will attend the PFA Awards Luncheon on Friday. On Thursday and Saturday, lunch can be purchased at one of the kiosks/restaurants in and around the Convention Centre. All meals not provided at the program events are the responsibility of the student clinicians.

Allowance for Living Expenses and Ground Transportation

An allowance for living expenses and ground transportation is provided to one student clinician per school. Dentsply Sirona Canada will send a cheque to the address provided on the Student Clinician Participation Form from 2-3 weeks before the program date. Direct deposit of the allowance *may be* available. Information regarding possible direct deposit will be sent from Dentsply Sirona to the eligible student clinician.

Section 5 – Travel and Accommodation

Eligibility for Financial Support

One student clinician selected by each school and qualifying under the program regulations will receive financial support from travel, accommodation as well as living expenses and ground transportation. This financial support is provided by Dentsply Sirona Canada.

Dentsply Sirona Contact

Information on financial support provided by Dentsply Sirona Canada is detailed below. For additional information regarding travel, accommodation and other financial support for the CDA/Dentsply Sirona Student Clinician Research Program, please contact:

Cynthia MacDonald
Clinical Affairs Specialist
Dentsply Sirona – Canada

Toll Free 1-800-263-1437
Tel: 905-851-6060 Ext. 52232
Cynthia.MacDonald@dentsplysirona.com

Travel

One student clinician selected by each school and qualifying under the program regulations will receive one economy class round-trip airline ticket from the city where the school is located to the city where the competition is being held. This round-trip ticket is provided by Dentsply Sirona.

In the case where the host convention date is outside of the academic year (as is the case for 2018), the round-trip airline ticket may be issued **from and to** the student clinician's home town if needed. In all cases, we need primary and home (secondary) addresses/contact information. Please also let us know the dates where any change of address and/or phone number would occur. This is especially important for shipment of items before and after the event.

CDA will provide Dentsply Sirona with student clinician contact information so that Dentsply Sirona can coordinate travel arrangements with student clinicians and the Dentsply Sirona travel agent. Student Clinicians will **arrive on Wednesday, August 22, 2018** and **depart on Saturday, August 25, 2018**.

All student clinicians identified by their schools **must** book travel with the Dentsply Sirona travel agent as soon as they receive the contact information from Dentsply Sirona. The travel agent will be made aware of the itinerary for the student clinicians and will ensure that they arrive in time and do not leave too early, so that student clinicians may meet their itinerary commitments. *Student clinicians wishing to extend their stay may do so, however all costs related to that extended stay will be their responsibility. Student clinicians wishing to extend their stay must notify Dentsply Sirona in advance of communicating with the Dentsply Sirona travel agent.*

Please note that anyone (i.e. family) travelling with the student clinician can also arrange their travel through the Dentsply Sirona travel agent, however all costs will be their responsibility.

Travel Documents

It is **your responsibility** to ensure that you - and any child travelling with you - have all the valid travel documents necessary to travel within Canada. Additional documents may be needed if your travel includes travel from/to another country. Please check with your, carrier and/or Travel and Tourism Canada for information on check-in requirements, boarding gate requirements, and other information related to your travel.

Should the school choose to send more than one student clinician, the faculty and/or the additional student clinician(s) will be responsible for making and paying for those travel arrangements.

Should there be faculty or guests travelling with the student clinician(s), this should be communicated to Dentsply Sirona before contacting the travel agent so that Dentsply Sirona can notify the travel agent of the situation. Any faculty advisors and/or other faculty members travelling to the conference are responsible for paying their own travel arrangements and accommodation.

Please complete and submit the Student Clinician Participation Form to provide the needed information.

Accommodation

The designated student clinician from each competing school who qualifies under the program regulations will receive funding for a maximum of three nights' accommodation. This accommodation is provided by Dentsply Sirona.

Please note that the designated student clinician local to where the event is being held is included in the group staying at the hotel. This is done to allow maximum networking of the student clinicians and due to the early and late hours involved in the program.

CDA will provide Dentsply Sirona with student clinician contact information so that Dentsply Sirona can coordinate accommodation. A non-smoking room will be reserved with **arrival on Wednesday, August 22, 2018** and **departure on Saturday, August 25, 2018**. If student clinicians require accommodation for an extended stay, this needs to be communicated to Dentsply Sirona before contacting the travel agent so that Dentsply Sirona can notify the travel agent of the situation. In such cases, any difference in airfare and accommodation is to be paid by the student clinician(s).

The hotel room charge and appropriate taxes and fees for a maximum of three nights will be charged directly to Dentsply Sirona's hotel master account. **Any extra nights and incidental charges must be paid upon checkout.**

Please note that most, if not all, hotels will require that the student clinician present a credit card upon check-in to cover possible incidentals upon check-in.

Please note that anyone (i.e. family) travelling with the student clinician can also arrange their hotel accommodation through the Dentsply Sirona travel agent, however all costs will be their responsibility.

Should the school choose to send more than one student clinician, Dentsply Sirona will arrange for the hotel accommodation but the faculty and/or the additional student clinician(s) will be responsible for paying those travel arrangements and accommodation. Should there be faculty or guests travelling with the student clinician(s), this should be communicated to Dentsply Sirona before contacting the travel agent so that Dentsply Sirona can notify the travel agent of the situation. Any faculty advisors and/or other faculty members travelling to the conference are responsible for paying their own travel arrangements and accommodation.

In the case of additional student clinicians or any guests travelling with any student clinicians, all hotel room charges, taxes and fees and any incidental charges must be paid upon checkout.

Reminder: Student clinicians are asked to make appropriate arrangements to ensure that checkout is done by the designated time.

Please complete and submit the Student Clinician Participation Form to provide the needed information.

Living Expenses – Meals and Ground Transportation

An allowance for living expenses (meals, ground transportation and incidentals) is provided to one student clinician per school. Dentsply Sirona will send a cheque to the address provided on the Student Clinician Participation Form from 2-3 weeks before the program date. Direct deposit of the allowance *may be* available. Information regarding possible direct deposit will be sent from Dentsply Sirona to the eligible student clinician.

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Section 6 – Presentations

Definition and Categories

IMPORTANT NOTICE REGARDING PRESENTATION FORMAT: This year, the CDA/Dentsply Sirona Student Clinician Research Program is transitioning from poster presentations to oral presentations in a lecture/session room using PowerPoint or comparable presentations.

Two sessions are planned. The first will be a closed session held in the morning, with only the presenting students and the judges present. The second session will be held in the afternoon and will be open to all convention participants. During each session, student clinicians will present their work one-by-one, with each presentation taking no more than 5-7 minutes. Following each presentation, the student clinician will answer questions for a few minutes. The sessions will be held in a room with a seated audience, in a lecture-style format.

Student clinicians must prepare the presentations or programs to be used and will be required to indicate the percentage of assistance from outside sources.

There are two categories of presentations, as described below:

Clinical Application and Techniques

- This is a presentation demonstrating a method of oro-facial therapy.
- This may show preventive, restorative, surgical or diagnostic procedures, or it may concern itself with materials or devices directly related to dental care.
- It may include material which advocates one clinical technique or another without research.
- A presentation including research and/or advocating a clinical technique as a result of that research belongs in this category.

Basic Science and Research

- This is a presentation demonstrating a method or result of some research which may or may not have immediate relevance to clinical dentistry.
- It may also show the application of one of the basic sciences (anatomy, microbiology, physiology, biochemistry, etc.) to the art and science of dentistry.
- A presentation involving a clearly biological, physical or social sciences research project belongs in this category.

It is the responsibility of the student clinician to indicate the category in which the presentation will be included. Careful consideration should be given to this matter by the student clinician and faculty advisor. *Please complete and submit the Student Clinician Participation Form to provide the needed information.*

Assistance

The Student Clinician Participation Form includes a section for the student clinician to declare the level of consultative assistance received in preparing the presentation. Presentations receiving little or no assistance are preferred.

Aids

The Student Clinician Participation Form includes a section for the student clinician to describe the types of visual aids which are included in their presentation. Examples from past competitions include photos, charts, drawings, computer models, etc. For the new oral session format, such visual aids would include a PowerPoint or other comparable program.

Equipment

For the oral presentation, the session/lecture room will include the following equipment:

- Podium with microphone
- Large screen
- Projector – front or rear projector (TBC)
- Remote control for speaker to advance slides
- Audience seating

Reminders:

This is an oral presentation and not a poster presentation or table top demonstration.

Student clinicians are responsible for their own visual aids and should secure valuable items when necessary.

Presentation Format

Student clinicians are asked to prepare their visual presentations in a format that can be displayed on a screen using a *PowerPoint* presentation. Presentations requiring amplified sound are not permitted. Please see the regulations in Section 9 for full details on what may or may not appear in the presentation, including the following:

The name of the student clinician's school, the name(s) of faculty members, or the name of any other school must NOT be visible on the judging session presentation or on any materials (including abstracts and handouts) used during the judging session. Such names can be visible during the open session(s) only.

To simplify the “blinding” of the presentation, we offer the following suggestions:

- You may wish to prepare two presentations: one for the judging session and one for the open session.
- As tempting as it might be, don't use school colours – at least not for the judging session.
- Don't refer to your university or faculty members. Instead, use terms such as “faculty advisor”, “faculty research collaborator”, “my university”, or “my dental school”.

- Presentations should be prepared using the PowerPoint program.
- There is no internet in the session room, so embedded images or videos will not be supported.
- Images and videos need to be included in the same folder as the presentation.

Student clinicians are asked to submit presentations to the CDA **at least** 30 days before the event so that they may be loaded as needed for presentation. Student clinicians may submit two versions of the presentation, one for the judging session and one for the open sessions. **Student clinicians must clearly indicate whether a sample is for use during the judging session, the open sessions, or both.** Adding “- judging session” and “- open session” to the end of your file names is very helpful.

Please **submit presentations before July 15, 2018**, to Monique Bouchard, Coordinator, Dental Academia and Health Informatics at mbouchard@cda-adc.ca.

Handouts

All literature to be distributed (hand-outs) must first be approved by the Canadian Dental Association (CDA). It is strongly recommended that hand-outs be only a one-page synopsis of the presentation.

Student clinicians may submit two versions of a hand-out, one for the judging session and one for the open sessions. **Student clinicians must clearly indicate whether a presentation is for use during the judging session, the open sessions, or both.** Adding “- judging session” and “- open session” to the end of your file names is very helpful.

Samples must be sent to the CDA **at least** 60 days prior to the competition for approval. Material to be used for the judging session will be forwarded by CDA to the judges in advance of the event.

It is the student clinician's responsibility to arrange to have available sufficient copies of the appropriate hand-out materials for the judging session and the open sessions. 100 copies are usually sufficient for the open session.

Please **submit hand-out samples before June 15, 2018**, to Monique Bouchard, Coordinator, Dental Academia and Health Informatics at mbouchard@cda-adc.ca.

Visual Aids

Visual aids may be developed and used to supplement the presentation. Any visual aids need to be small enough to be easily carried by the student clinician but large enough to be seen by the seated audience.

Orientation Session

Student clinicians are required to attend an orientation session on the evening prior to the judging when the policies and procedures will be reviewed. CDA and/or Dentsply Sirona staff will be present at the orientation session and will draw #s for the order of presentation. Any student clinicians not present at the time of the drawing will receive the remaining presentation times in no particular order. *Please check the CDA/Dentsply Sirona Schedule of Events in Section 4 for details on the Orientation Session.*

Judging Session

Student clinicians are required to make their oral and visual presentations to the judges only in a closed session. A complete research presentation and commentary should be no longer than 5 to 7 minutes. The student clinician should be prepared to answer questions regarding the research presentation from the judges. *Please check the CDA/Dentsply Sirona Schedule of Events in Section 4 for details on the judging session.*

Suggestion: If unable to answer a question, the student clinician should say so.

Open Session

Following the closed judging session, student clinicians will have the opportunity to present their work to convention delegates during the open session(s). Student clinicians are responsible for arriving at the open session area before the official start of the open session times and for securing any valuables overnight or whenever necessary. *Please check the CDA/Dentsply Sirona Schedule of Events in Section 4 for details on the open session(s).*

Dress Code / Professional Conduct

The dress code for the judging, open sessions and receptions is **business attire**. For the gentlemen, this means dress trousers, dress shirt, tailored coat and tie. For the ladies, this includes tailored pantsuits, businesslike dresses, and coordinated dressy separates (including tailored jackets). Student clinicians are representing their schools, the CDA and Dentsply Sirona. Professional, respectful conduct is expected at all times.

Transporting Material

It is advisable to personally carry any material essential to the presentation to minimize the possibility of its being lost in transit. Neither CDA nor Dentsply Sirona will assume any responsibility or expense for the shipment of material to be used in the presentation.

Should you receive First Prize for the program, you will need to transport your presentation materials to the AADR conference. In the case of the AADR conference, a poster presentation will be required. Details on this will be made available to the winner.

Section 7 – Abstracts

Format

The student clinician must submit an abstract for review by the judges. The abstract is not to exceed 250 words and should be presented electronically (preferably as a Word or PDF file) in the following format. ***The maximum word count does not include the “title” (ten-word maximum) and “by” lines.***

The name of the student clinician's school, the name(s) of faculty members, or the name of any other school **must NOT** be visible on the judging session display or on any materials during the judging session (including abstracts and hand-outs). Such names can be visible during the open session(s) only.

Student clinicians may submit two versions of an abstract, one for the judging session and one for the open session(s). **Student clinicians must clearly indicate whether a sample is for use during the judging session, the open session(s), or both.**

Student clinicians are responsible for proofreading their work. It is suggested that abstracts be reviewed by faculty advisors before submission. Once received, abstracts will be reviewed by CDA staff for word count and format only before submission to the judging panel.

Following the program, CDA may publish abstracts in one of CDA’s publication vehicles—[CDA Essentials](#) magazine, Oasis Discussions, or the CDA website. If published, abstracts will be presented in the language submitted.

<p>TITLE (<i>ten-word maximum</i>)</p> <p>By Include only the name of the clinician and any other authors. The university/school name should not be included.</p> <p>Problem Identify reasons for investigation and provide background information.</p> <p>Methods or Procedures Report how study was conducted, identifying techniques, drugs, animals, etc.</p> <p>Results The bulk of information should be contained here listing results of the study and their possible significance.</p>	Maximum of 250 words for the jury session.
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By-lines for Jury and Open Sessions – examples

JURY SESSION	By John Doe and Jane Smith (student collaborator). Other collaborators included a faculty member and a faculty advisor.
OPEN SESSION	By John Doe, Jane Smith (student collaborator), Dr. Sally Roberts (faculty collaborator), Dr. Peter Jones (Faculty advisor).

Submission Deadline

Abstracts must be received **at least** 60 days before the program. Please **submit your abstract, using the format above before June 15, 2018**, to Monique Bouchard, Coordinator, Dental Academia and Health Informatics at mbouchard@cda-adc.ca.

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Section 8 – Judging

Judging Panel

Student clinicians provide a presentation of a 5-7 minutes to a panel of qualified judges. Typically, there are two-three judges, some if not all of whom are bilingual.

Judging Criteria

Student clinicians are required to be in the judging room and ready for presentation 30 minutes before the beginning of the judging session. *Please check the CDA/Dentsply Sirona Schedule of Events in Section 4 for details on date/time of the judging.*

Student clinicians must identify the purpose of the study, provide background information, outline how the study was conducted, and report on the results of the study and its possible significance.

Using established criteria, the judges will evaluate the subject matter, oral presentation and visual presentation of each student clinician. The judges will then select a first and second prize winner among all competitors on a total point basis, regardless of category.

Rating Form

A sample of the rating form used by the judges is provided on the following page.

**CDA/DENTSPLY SIRONA STUDENT CLINICIAN RESEARCH PROGRAM
RATING FORM**

Student clinicians are required to make their presentations to the judges in a closed session. A complete presentation (demonstration and commentary) should be no longer than 5 to 7 minutes.

TITLE			
STUDENT CLINICIAN			
PRESENTATION ORDER			
ASSISTANCE			
		Student clinician prepared all materials used	
		Percentage of assistance received from individuals	
		Percentage of materials borrowed or purchased	

SUBJECT MATTER

	Low		→		High
1. Important, timely, pertinent	1	3	5	7	9
2. Organization, logic, sequence	1	3	5	7	9
3. Practical approach to practice	1	3	5	7	9
4. Scientifically sound & supported	1	3	5	7	9
5. Creative ability, new approach	1	3	5	7	9

Maximum number of points in this section = 45

Total points for subject matter _____

ORAL PRESENTATION

	Low		→		High
1. Objectives & conclusion related	1	2	4	6	
2. Thorough background knowledge	1	2	4	6	
3. Story told completely	1	2	4	6	
4. Clinic readily understood	1	2	4	6	
5. Oral presentation brief/lucid	1	2	4	6	
6. Presentation dignified/professional	1	2	4	6	

Maximum number of points in this section = 36

Total points for oral presentation _____

VISUAL PRESENTATION

	Low		→		High
1. Presentation is neat/attractive	1		2		3
2. Visuals well arranged, readable	1		2		3
3. Workmanship good	1		2		3
4. Handout available (synopsis)	1		2		3
5. Professional appearance	1		2		3
6. Creative ability	1		2		3

Maximum number of points in this section = 18

Total points for visual presentation _____

COMMENTS _____

Judge _____

TOTAL POINTS FOR PRESENTATION _____

Signature _____

(Max 99 points)

Section 9 – Regulations

Regulations

Here are the regulations for the CDA/Dentsply Sirona Student Clinician Research Program. Violation of these regulations will automatically disqualify the student clinician from competition and the presentation will not be judged.

1. The Faculty Participation Form must be completed, signed, submitted to and received by the CDA in order to confirm participation of the school.
2. The Student Clinician Participation Form must be completed, signed, submitted to and received by the CDA in order to confirm participation of the student clinician. Signature of the Student Clinician Participation Form is a requirement for participation in the program.
3. Substitution of student clinicians or significant changes in the title of presentation from that listed in the official program is not permitted. Should a school choose to withdraw a presentation after receipt of the Student Clinician Participation Form, the school is responsible for any and all non-refundable expenses incurred on behalf of the student clinician by the CDA/Dentsply Sirona Student Clinician Research Program.
4. Each presentation must be made by *one student clinician only* during the judging session of the program.
5. Only the student clinicians and judges are permitted in the room during the judging session. Remaining student clinicians must wait outside the session room until their turn to present. Student clinicians should be ready to present 15 minutes before their scheduled presentation time. Once a presentation is complete, the presenting student clinician returns outside but must remain near the session room until excused by the judges.
6. Student clinicians must prepare their presentations in a format that can be displayed on a screen. PowerPoint or some comparable program is recommended. Student clinicians must submit presentations to the CDA **at least** 30 days prior to the program so that they may be loaded as needed for presentation.
7. Each oral presentation should be no longer than 5-7 minutes in length.
8. The student clinician must submit an abstract **at least** 60 days prior to the program, not to exceed 250 words in the format specified in this Program Manual.
9. The name of the student clinician's school, the name(s) of faculty members, or the name of any other school must **NOT** be visible on the judging session presentation or on any materials during the judging session (including abstracts and hand-outs). Such names can be visible during the open session(s) only.
10. Visual aids may be developed and used to supplement the presentation. Any visual aids need to be small enough to be easily carried by the student clinician but large enough to be seen by the seated audience.
11. Presentations requiring amplified sound are not permitted. Amplified sound devices, heavy office equipment, patients and live models may not be used. Student clinicians must prepare the presentations or programs to be used and will be required to indicate the percentage of assistance from outside sources.

12. All literature to be distributed (hand-outs) must first be approved by the Canadian Dental Association (CDA). It is strongly recommended that hand-outs be only a one-page synopsis of the presentation. Samples must be sent to the CDA **at least** 60 days prior to the program for approval, and student clinicians must clearly indicate whether a sample is for use during the judging session, the open session(s), or both. Material to be used for the judging session will be forwarded to the judges in advance of the event. It is the student clinician's responsibility to arrange to have available sufficient copies of hand-out materials for distribution to the judges and during the open sessions. 100 copies are usually sufficient for the open session.
13. Drugs mentioned in any presentation should be identified by chemical formula, by generic or common names, or by using a generic reference (Drug A, Drug B). Similarly, products or equipment used should be identified with a generic reference (Product A, Product B). If student clinicians wish to identify a specific trade name, a special request must be made to CDA who will consult representatives of the appropriate scientific agencies of the CDA to determine whether the mention of a trade name is deemed necessary for identification purposes only. Such mention may only be made with prior written authorization from CDA. *Promotion* of a drug, product or piece of equipment by trade name is absolutely prohibited.
14. Student clinicians may not distribute any advertising material or display any material which in any way resembles a commercial promotional effort.
15. Attendance and participation in the events outlined in the CDA/Dentsply Sirona Schedule of Events is a requirement for all participating student clinicians.

Withdrawal

In the unlikely circumstance that a school chooses to withdraw a presentation after receipt of the Student Clinician Participation Form, the school is responsible for any and all non-refundable expenses incurred on behalf of the student clinician by the CDA/Dentsply Sirona Student Clinician Research Program. Such expenses would include, but are not limited to, travel, accommodation and living expenses, equipment rental, conference registration and event tickets. Additionally, the school will return to Dentsply Sirona any CDA/Dentsply Sirona Program award memento sent to the school or presented to the student clinician. Extraordinary circumstances such as illness or a death in the family will, of course, be taken into consideration.

CDA and Dentsply Sirona Staff Contacts

Faculty members or student clinicians seeking additional information regarding the regulations and processes related to the CDA/Dentsply Sirona Student Clinician Research Program are invited to contact:

Ms. Monique L. Bouchard
Coordinator, Dental Academia and Health Informatics
Canadian Dental Association
1815 Alta Vista Drive
Ottawa, Ontario. K1G 3Y6

Toll-free : 1-800-267-6354
Tel: (613) 520-5001
Fax: (613) 523-7736
E-mail: mbouchard@cda-adc.ca

Information on financial support provided by Dentsply Sirona is detailed in Section 5. For all questions related to travel, accommodation and financial support for the CDA/Dentsply Sirona Student Clinician Research Program, please contact:

Ms. Cynthia MacDonald
Clinical Affairs Specialist
Dentsply Sirona – Canada

Toll Free 1-800-263-1437
Tel: 905-851-6060 Ext. 52232
Cynthia.MacDonald@dentsplysirona.com

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Section 10 – Forms, Material and Deadlines

Forms/Clinician Material

The following is a list of forms to be completed and submitted to CDA:

- | | |
|--|---------------------------------|
| • Faculty Participation Form | Deadline: March 31, 2018 |
| • Student Clinician Participation Form | Deadline: April 30, 2018 |
| • Abstract | Deadline: June 15, 2018 |
| • Handout samples | Deadline: June 15, 2018 |
| • Electronic version of presentation | Deadline: July 15, 2018 |

Forms and materials should be submitted electronically to the email address provided. Forms are provided electronically in Word format so they might be completed electronically and submitted by email. This is important as the name of the student clinician will be used to print name badges, signs, certificates etc. and the title of the presentation may be published.

Waiver/Information/Photo Publication Release

The Student Clinician Participation Form includes the following statement:

“I hereby release and agree to hold harmless the Canadian Dental Association (CDA), the Dental Association of Prince Edward Island (DAPEI), the PEI Convention Centre (PEICC), the Delta Prince Edward (DPE), as well as Dentsply Sirona – Canada and International divisions (Dentsply Sirona) from any and all liability for damage or loss to my goods or property while participating in the CDA/Dentsply Sirona Student Clinician Research Program. **I agree** that the information provided on this form can be shared with CDA, DAPEI, and Dentsply Sirona who may in turn share it with their staff, travel agent(s) and hotel(s) to undertake conference registration or make travel and accommodation arrangements. **I recognize and agree** that any photos provided by me or taken at events related to this program may be published by CDA, DAPEI, PEICC, DPE, and Dentsply Sirona or related organizations in print or in electronic media before, during and after the program. **Signature of this form is required for program participation.”**

Student and Faculty Contact Information

The contact information provided on the Student Clinician Participation Form will be shared with Dentsply Sirona who may in turn share it with their travel agent and convention hotel for the purposes of making travel and accommodation arrangements.

Student clinicians should include only current and usable contact information (i.e. make sure you can be reached at the given telephone number and that you can check the provided email address). Some communications are time sensitive and CDA and Dentsply Sirona cannot be responsible for problems resulting from difficulty contacting the student clinician. **Other communications can occur weeks, even months after the conference**, especially for the prize winners. We ask each student clinician to provide both the primary contact information and home (secondary) contact information.

Students are required to check their emails regularly and let us know if they will be out of contact for any length of time before, during and at least 6 months after the program.

