

# The 70th Congress of the Japanese Society of Oral and Maxillofacial Surgeons

General information and guideline for all participants

## I. JSOMS2025 Schedule

- On-site: November 14 (Fri.) – 16 (Sun.), 2025
- Mini Lecture and Video Lecture: November 14 (Fri.), 2025 – January 30, (Fri.), 2026
- On-demand Streaming: December 5, (Fri.), 2025 – January 30, (Fri.), 2026

## II. Registration

To participate in the JSOMS2025, registration must be made via online registration system. Please visit the website for the details of how to register.

<https://www.congre.co.jp/jsoms2025/en/registration/index.html>

### 1. Registration Period

|            |                                                                      |
|------------|----------------------------------------------------------------------|
| Early Bird | July 1 (Tue.), 2025, noon – November 13 (Thu.), 2025, noon           |
| Regular    | November 13 (Thu.), 2025, after noon – January 29 (Thu.), 2026, noon |

\*Japan Time = UTC+09:00

### 2. Registration Fee

|                                                                                 |             |
|---------------------------------------------------------------------------------|-------------|
| Early Bird<br>July 1 (Tue.), 2025, noon – November 13 (Thu.), 2025, noon        | JPY18,000.- |
| Regular<br>November 13 (Thu.), 2025, after noon – January 29 (Thu.), 2026, noon | JPY20,000.- |

## III. Meeting Venue

Fukuoka International Congress Center

<https://www.marinemesse.or.jp/eng/congress/>

Fukuoka Sunpalace

<https://www.f-sunpalace.com/>

## IV. Information for Speakers

When preparing contents that include patient information, please be cautious not to display details that can be used to identify the patient.

### 1. Oral Presentations

- 1) Oral presentation time : 8 minutes for presentation, 2 minutes for discussion
- 2) Speakers will be reminded one minute before the end of their allotted time with a yellow lamp, then with a red lamp at the end.
- 3) Please bring your computer or data storage device (USB memory stick) to the PC Preview Center at least 60 minutes before your scheduled presentation time to allow the PC operator to check the operation.

4) Please be seated in the next speaker's seat (in the front left side of the venue) at least 15 minutes before the start of your presentation.

- PC Preview Center

Lobby, 2F, Fukuoka International Congress Center

|                    |                 |
|--------------------|-----------------|
| November 14 (Fri.) | 7:30am – 4:30pm |
| November 15 (Sat.) | 8:20am – 4:00pm |
| November 16 (Sun.) | 8:20am – 1:30pm |

\*All presentation data will be deleted after the conference.

5) All presentations must be made in the form of PC presentation with Microsoft PowerPoint for one screen.

6) Please create a folder that is named with the Entry No. and your name.

7) Notes on preparing your presentation data

- Prepare your presentation on USB memory.
- Save your presentation as Microsoft PowerPoint for Windows ver. 2019, 2013 or 2010.
- Be sure that your file is compatible with Windows operation system.
- Use only the standard fonts provided with Microsoft PowerPoint for Windows.

8) Notes for speakers with their own computers

- Remember to bring your own laptop, power adaptor, and cables.
- Our computers must be equipped with an HDMI video output. Please bring conversion cables if necessary.



- Please turn off the screensaver and power saving mode.
- Laptops will be returned from a PC operator near the podium in each session room after the presentation.

9) Please use the monitor, keyboard, mouse, and laser pointer on the podium.

## 2. Poster Presentations

1) Poster sessions will be held at Multi-Purpose Hall, 2F and 401 + 402 + 403, 4F, Fukuoka International Congress Center.

Except for the posters nominated for Outstanding Poster Presentation Award (International Nominated Poster Session), all posters will be replaced on a daily basis.

Please mount and remove your poster on the day of your presentation.

|                     | November 14 (Fri.) | November 15 (Sat.) | November 16 (Sun.)                                                     |
|---------------------|--------------------|--------------------|------------------------------------------------------------------------|
| Poster Mounting     | 9:00am – 12:00pm   | 9:00am – 12:00pm   | –                                                                      |
| Poster Presentation | 2:00pm – 5:40pm    | 2:30pm – 5:35pm    | –                                                                      |
| Poster Removal      | 5:40pm – 6:30pm    | 5:35pm – 6:30pm    | 1:30pm - 2:00pm<br>(International<br>Nominated Poster<br>Session Only) |

2) Posters nominated for Outstanding Poster Presentation Award (International Nominated Poster Session) must be set up by 12:00pm, November 14 (Fri.).

Please note that nominated posters will be excluded from the award if the poster is not set up at that time.

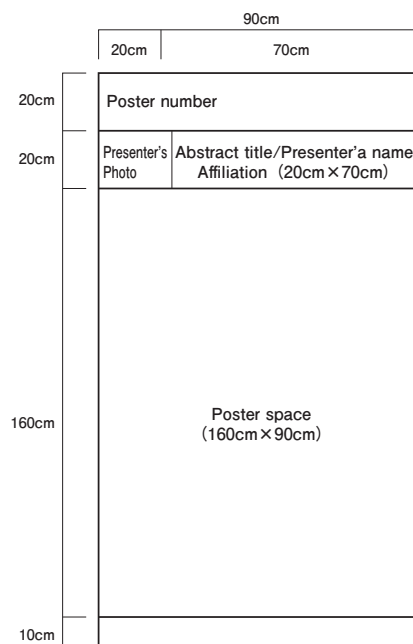
- 3) A panel board (H210cm × W90cm) will be prepared with the poster number.

- A presenter's photograph (H20cm × W20cm) should be attached on the upper left corner of the board, and the title, name, and affiliation (H20cm × W70cm) should be next to the photograph, and the poster should be displayed below the photograph and title (H160cm × W90cm).
- Please be in front of your poster during the discussion time.
- Drawing pins will be supplied to each board.

- 4) All poster presenters are asked to be punctual of 3 minutes presentation time, and 2 minutes discussion time.

- Please prepare 30 printed copies or more of your presentation materials.

- 5) Posters will be removed by secretariat after the above removal time.



### 3. Disclosure of Conflict of Interest (COI)

For the full transparency, it is required that COI should be openly declared and identified at the beginning of each presentation.

Every speaker and author whose presentation has direct or indirect relations, affiliations and/or financial benefit by commercial organizations, qualifies as having COI and is mandated to declare accordingly.

## V. Exhibition

Multi-Purpose Hall, 2F, Fukuoka International Congress Center

|                    |                 |
|--------------------|-----------------|
| November 14 (Fri.) | 9:00am – 5:30pm |
| November 15 (Sat.) | 9:00am – 5:30pm |
| November 16 (Sun.) | 9:00am – 2:30pm |

## VI. Congress Dinner

|               |                                                     |
|---------------|-----------------------------------------------------|
| Date and Time | 6:00pm-, November 14 (Fri.)                         |
| Venue         | Palace Room AB + Lobby, 2F, Fukuoka Sunpalace Hotel |
| Admission     | JPY5,000.-                                          |

## VII. Inquiries

JSOMS2025 Congress Secretariat

1-9-17 Tenjin, Chuo-ku, Fukuoka City, Fukuoka 810-0001, Japan

E-mail : jsoms2025@congre.co.jp