

## Help for registration to the Students' Scientific Association (SSA) conference on the SSA website

### Important:

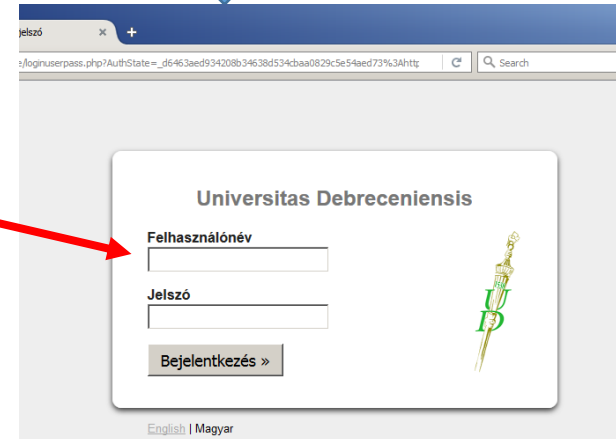
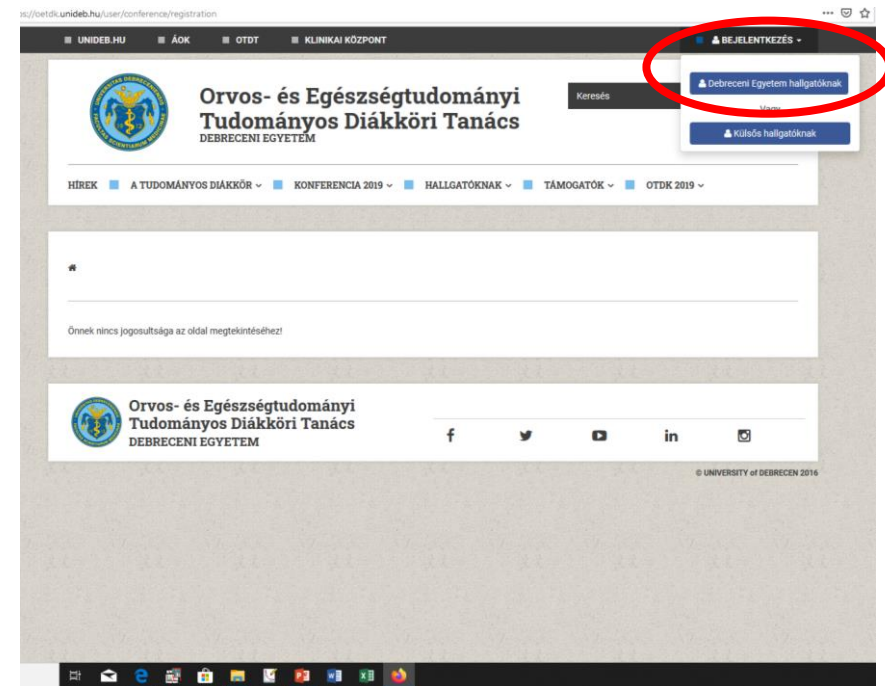
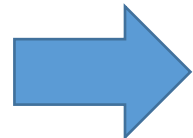
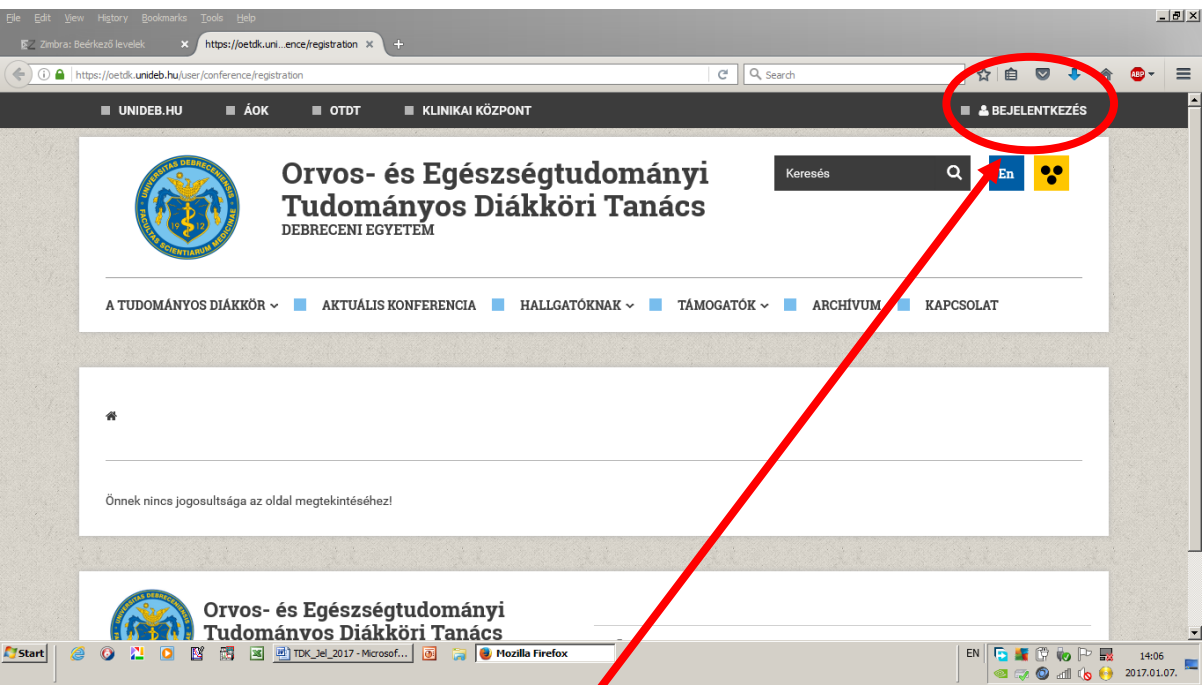
1. During uploading the data there is no possibility to save a partial state
2. Formal requirements for the abstract: maximal length including spaces is 2200 character. Charts, figures and tables are not permitted.
3. Deadline for upload: 23:59 hour of **11th of January, 2021.**
4. It is NOT possible to change the abstract (summary) and title, after submission the uploaded data can NOT be changed!

Registration to the local SSA conference of 2021 must be made here:

<https://oetdk.unideb.hu/user/conference/registration>

Starting the website leads to the following message:

Önnek nincs jogosultsága az oldal megtekintéséhez! (or Permission denied on the English page):



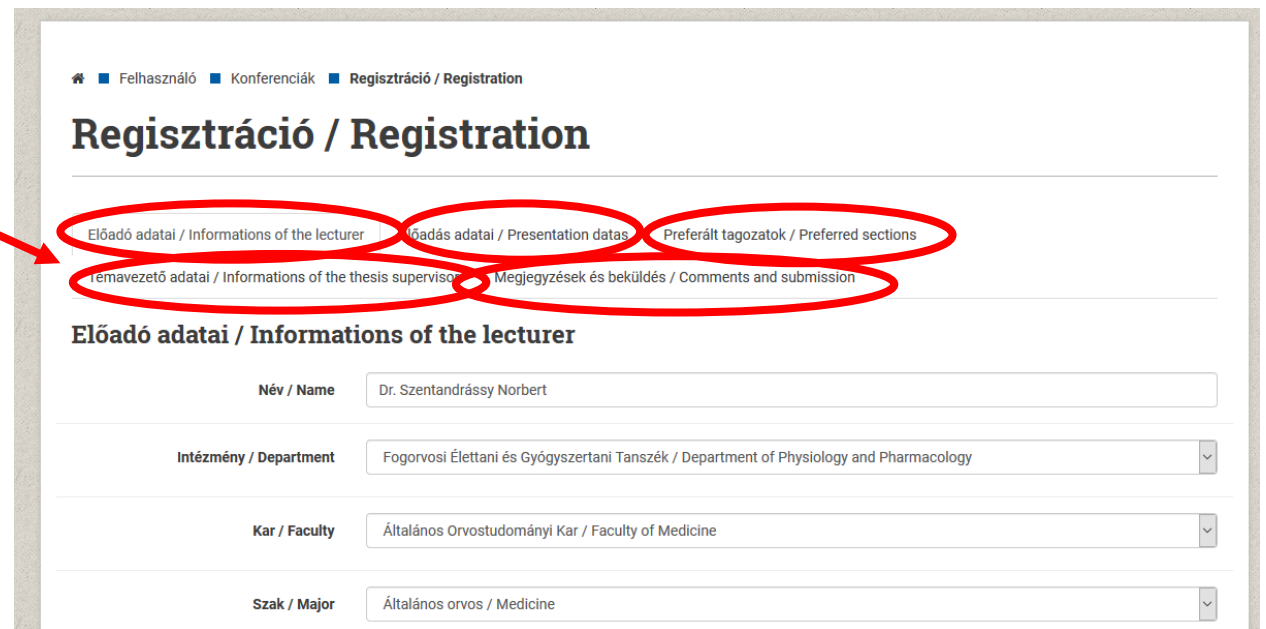
You must click on the BEJELENTKEZÉS (or LOGIN) icon in the upper right corner where you choose the **upper** blue rectangle then must enter with the NEPTUN data of the **first author**:

Data of the authors must be filled out.

In case of a second author at the bottom of the page clicking the button +Előadó/lecturer can be used.

Third author is not permitted according to the rules as the number of both the authors and supervisors is set to the maximum of 2.

Take care to check and fill out all 5 menus!!!!



The screenshot shows a web interface for registration. At the top, there are navigation links: "Felhasználó", "Konferenciák", and "Regisztráció / Registration". The main heading is "Regisztráció / Registration". Below this, there are five menu items, each circled in red: "Előadó adatai / Informations of the lecturer", "Előadás adatai / Presentation datas", "Preferált tagozatok / Preferred sections", "Témavezető adatai / Informations of the thesis supervisor", and "Megjegyzések és beküldés / Comments and submission". A red arrow points from the text "Take care to check and fill out all 5 menus!!!!" to these five items. Below the menu items, the "Előadó adatai / Informations of the lecturer" section is expanded, showing four input fields: "Név / Name" (Dr. Szentandrassy Norbert), "Intézmény / Department" (Fogorvosi Élettani és Gyógyszertani Tanszék / Department of Physiology and Pharmacology), "Kar / Faculty" (Általános Orvostudományi Kar / Faculty of Medicine), and "Szak / Major" (Általános orvos / Medicine).

At the presentation data you must give the title and the language of the presentation. The abstract (summary) can be maximum 2200 character long including spaces and can NOT contain figures, charts, tables. Special characters can be included by clicking the  $\Omega$  icon or by copied from word.

The title should NOT be placed here!!!!

Felhasználó Konferenciák Regisztráció / Registration

## Regisztráció / Registration

Előadó adatai / Informations of the lecturer Előadás adatai / Presentation datas Preferált tagozatok / Preferred sections

Témavezető adatai / Informations of the thesis supervisor Megjegyzések és beküldés / Comments and submission

### Előadás adatai / Presentation datas

Előadás címe / Presentation title

Nyelv / Language Magyar

Összefoglaló / Summary

Bekezdések: 0, Karakterek: 0/2200

Az absztrakt szöközőkkel együtt maximum 2200 karakter lehet és nem lehet benne táblázat és ábra.

You have to select the preferred sections most appropriate for your presentation.

You must select 3 different ones. If the number of the lectures does not reach the limit to start a section, some sections can be merged. If too many students submit presentations to a section, your lecture can be placed to the secondly or thirdly preferred section according to the decision of the council of SSA.

The screenshot shows a web interface for registration. At the top, there is a navigation bar with three items: 'Felhasználó', 'Konferenciák', and 'Regisztráció / Registration'. Below this is the main title 'Regisztráció / Registration'. A horizontal menu contains four options: 'Előadó adatai / Informations of the lecturer', 'Előadás adatai / Presentation datas', 'Preferált tagozatok / Preferred sections' (which is highlighted with a dashed border), and 'Témavezető adatai / Informations of the thesis supervisor'. Below the menu, there are two more options: 'Témavezető adatai / Informations of the thesis supervisor' and 'Megjegyzések és beküldés / Comments and submission'. The main content area is titled 'Preferált tagozatok / Preferred sections' and contains three rows of dropdown menus. Each row has a label on the left and a dropdown menu on the right. The labels are: 'Elsődlegesen preferált tagozat / Firstly referred section', 'Másodlagosan preferált tagozat / Secondly referred section', and 'Harmadlagosan preferált tagozat / Thirdly referred section'. All three dropdown menus are currently set to 'Anatómia, morfológia, fejlődésbiológia / Anatomy, morphology, embryology'.

Fill out the data regarding the supervisor(s). In case of a second supervisor use the +Témavezető/Thesis supervisor button at the end of the page.

PLEASE after selecting the title

Do NOT repeat the title here

Just add the name of the supervisor.

🏠 ■ Felhasználó ■ Konferenciák ■ Regisztráció / Registration

## Regisztráció / Registration

Előadó adatai / Informations of the lecturer   Előadás adatai / Presentation datas   Preferált tagozatok / Preferred sections

Témavezető adatai / Informations of the thesis supervisor   Megjegyzések és beküldés / Comments and submission

### Témavezető adatai / Informations of the thesis supervisor

**Titulus / Title**  Nincs / None  
 Prof.  
 Dr.

**Név / Name**

**Beosztás / Post** egyetemi adjunktus

**Intézet/Tanszék/Klinika / Department/Division/Clinic** Anatómiai, Szövet- és Fejlődéstani Intézet / Department of Anatomy, Histology and Embryology

**E-mail**

[+ Témavezető / Thesis supervisor](#)

Any requests can be given in the Megjegyzések és beküldés / Comments and submission menu.

**It is NOT possible to change the abstract (summary) and title, after submission the uploaded data can NOT be changed!**

The submission process can be completed by pressing the Beküldés/submit button, after which the submitted data can NOT be changed!!!!

In case of a missing data the registration can not be submitted until the missing data is not given.

The success of the process will be sent to the given e-mail address of the first author, which e-mail is highly suggested to be kept/saved.

The screenshot shows a web browser window with the URL //oetdk.unideb.hu/user/conference/registration. The page is titled "Regisztráció / Registration" and is part of the "Regisztráció / Registration" section. The navigation menu includes "HIREK", "A TUDOMÁNYOS DIÁKKÖR", "AKTUÁLIS KONFERENCIA", "HALLGATÓKNAK", "TÁMOGATÓK", and "OTDK 2019". The main content area is titled "Megjegyzések és beküldés / Comments and submission" and contains a text editor with a toolbar. The toolbar includes icons for undo, redo, bold, italic, strikethrough, link, unlink, list, ordered list, indent, outdent, quote, and source code. The text editor is currently empty. At the bottom right of the text editor, it says "Bekezdések: 0, Karakterek: 0/2200". A green "Beküldés/submit" button is located at the bottom left of the page.