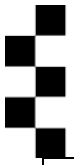


### School of Sport, Rehabilitation and Exercise Sciences: Standard Milestones for PhD Students<sup>1</sup>

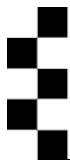
Milestones	Criteria for progress	Deliverables	Deadline
M1: Progress to Year 2 (or equivalent for part-time students)	A: Assess training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> <li>▪ Training needs to be completed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 1 for full-time students; Term 2 for part-time students</li> <li>▪ By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>
	B: Choose/narrow down the research topic and demonstrate significance/impact of research.	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Identify central research theme and specific problem/questions to be studied.</li> <li>▪ Identify the techniques and protocols to be used including feasibility and access to core facilities.</li> <li>▪ Feasibility Report – identifying sources, access, Health and Safety aspects and ethical considerations</li> <li>▪ Formulate project plan, outlining realistic objectives for each stage.</li> </ul>	By end of Term 3 for full-time students; Term 6 for part-time students
	C: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic research plan and timetable for Year 2.</li> <li>▪ Produce a supervisory panel report written in a clear scientific paper format and demonstrating critical reasoning.</li> </ul>	By end of Term 3 for full-time students; Term 6 for part-time students
	D: Subject-specific milestones	<ul style="list-style-type: none"> <li>▪ 10 minute PowerPoint presentation at End of First year supervisory panel in preparation for Confirmation Board presentation</li> <li>▪ Project Guide document (the project guide is a short questionnaire that is designed to help support the development of the research project and help in the</li> </ul>	By end of Term 3 for full-time students; Term 6 for part-time students

<sup>1</sup> Continuing PhD Physiotherapy Students should refer to the progression milestones detailed in Appendix 1 - Progression Milestones for continuing PhD Physiotherapy Students.



		production of confirmation board documents) ▪ SRES Student Staff Research Conference poster presentation	
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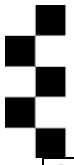
M2: Confirmation	A: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> <li>Produce a Literature report Review (where relevant). Formulate a critique of the literature.</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	B: Demonstrate the ability to produce work of the quality and quantity in order to complete within the four year maximum period.	<ul style="list-style-type: none"> <li>Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills.</li> <li>Updated Annual Report</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	C: Subject-specific milestones	<ul style="list-style-type: none"> <li>10 minute PowerPoint presentation for confirmation board</li> <li>Timetable/outline plan of work for next year</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
M3: Progress from Year 2 to Year 3 (or equivalent for part-time students)	A: Review training needs and knowledge required to continue with research project and complete the thesis.	<ul style="list-style-type: none"> <li>Training Needs Analysis to be reviewed.</li> <li>Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>By end of Term 6 for full-time students; Term 12 for part-time students</li> <li>By end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> <li>Report on research undertaken to date</li> <li>Produce in draft at least two chapters including results and discussion</li> </ul>	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
	C: Review significance and impact of research and articulate output.	<p>For example:</p> <ul style="list-style-type: none"> <li>Deliver workshop</li> <li>Present research to students and staff at seminars/ conferences</li> <li>Aim at producing a journal article</li> </ul>	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
	D: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>Create a detailed, realistic plan of work/ timetable for Year 3.</li> <li>Produce supervisory board report written in a clear and self-reflective style</li> </ul>	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
	E: Subject-specific milestones	<ul style="list-style-type: none"> <li>Evidence how recommendations from Confirmation Board have been met</li> <li>SRES Student Staff Research Conference oral presentation</li> </ul>	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
M4: Progress from Year 3 (or	A: Ability to reflect on skills and knowledge	<ul style="list-style-type: none"> <li>Training Needs Analysis reviewed</li> </ul>	By end of year Supervisory Panel



equivalent for part-time students) to Completion Year	development and its application to the research project		(Term 9 for full-time students; Term 18 for part-time students)
	B: Demonstrate work of the quality and quantity expected at the end of Year 3 (or equivalent for part-time students)	<ul style="list-style-type: none"> <li>▪ Research completed (experimental, empirical and theoretical work, where relevant)</li> <li>▪ Produce in draft at least two further chapters in addition to the results and discussion chapters.</li> </ul>	By end of year Supervisory Panel (Term 9 for full-time students; Term 18 for part-time students)
	C: Demonstrate ability to complete within the maximum period.	<ul style="list-style-type: none"> <li>▪ Produce a realistic completion year plan.</li> <li>▪ Produce supervisory board report written in a clear and self-reflective style</li> </ul>	By end of year Supervisory Panel (Term 9 for full-time students; Term 18 for part-time students)
M5: During Completion Year	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> <li>▪ Completed final draft of thesis or sufficient chapters for submissions to supervisor(s). Evidence of progression to be considered at the supervisory board</li> </ul>	By interim Supervisory Panel prior to submission/Term 2 of completion year (Term 11/12 for full-time students; Term 20/21 for part-time students)
	B: Subject-specific milestones		

**School of Sport, Rehabilitation and Exercise Sciences: Standard Milestones for MPhil students**

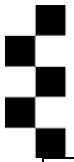
<b>Milestones</b>	<b>Deliverables</b>	<b>Deadline</b>
M1: Agreement on research topic and assessment of training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> <li>▪ A brief description of the general research topic.</li> <li>▪ Training Needs Analysis to be completed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of Term 1 (Term 2 for part-time students)</li> <li>▪ By end of Term 1 (Term 2 for part-time students)</li> <li>▪ By end of Term 3 (Term 6 for part-time students)</li> </ul>
M2: Clarify research topic and demonstrate an understanding of topic and relevance to wider research	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Identify the techniques and protocols to be used including feasibility and access to core facilities.</li> <li>▪ Methodological considerations.</li> <li>▪ Feasibility Report – identifying sources, access, Health and Safety aspects and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Term 3 (Term 6 for part-time students)</li> </ul>
M3: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> <li>▪ Critical Literature Review (where relevant)</li> <li>▪ Formulate a critique of the Literature Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of Term 3 (Term 6 for part-time students)</li> </ul>
M4a: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil.  M4b: Progress to Year 2	<ul style="list-style-type: none"> <li>▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills.</li> <li>▪ Refined statement of the work to be undertaken, its aims and significance, especially its novelty and timeliness</li> <li>▪ <i>Present poster at Student Staff Research Conference</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of Term 3 (Term 6 for part-time students)</li> </ul>
M5: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic plan of work/ timetable for Year 2.</li> <li>▪ Produce supervisory panel report written in an appropriate subject specific style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of Term 3 (Term 6 for part-time students)</li> </ul>
M6: Assessment of training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> <li>▪ Training Needs Analysis to be reviewed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> <li>▪ Updated annual report.</li> </ul>	<p>Term 4 (Term 8 for part-time students) End of Term 6 (Term 12 for part-time students)</p>



M7: Demonstrate work of the quality and clear evidence of progress towards submission for an MPhil at the end of Year 2	<ul style="list-style-type: none"><li>▪ Research completed (experimental, empirical and theoretical work, where relevant)</li><li>▪ Produce 2 draft chapters including results and discussion</li><li>▪ Produce a realistic completion year plan (if needed)</li><li>▪ Produce supervisory panel report written in an appropriate subject specific style</li></ul>	By end of year Supervisory Panel (Term 6) (Term 12 for part-time students)
M8: Subject-specific milestones	<ul style="list-style-type: none"><li>▪ <i>Oral presentation at Student Staff Research Conference</i></li></ul>	
Completion Year <b>(if needed)</b> M9: Clear evidence of progress towards submission	Completed final draft of thesis or sufficient chapters for supervisor(s) comments <ul style="list-style-type: none"><li>▪ Evidence of progression to be considered at Supervisory Panel.</li></ul>	By Supervisory Panel prior to submission

**School of Sport, Rehabilitation and Exercise Sciences: Standard Milestones for Masters by Dissertation Students**

<b>Milestones</b>	<b>Deliverables</b>	<b>Deadline</b>
M1: Agreement on research topic and assessment of training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> <li>▪ A brief description of the general research topic.</li> <li>▪ Training Needs Analysis to be completed.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By the end of Term 1</li> <li>▪ By the end of Term 1</li> </ul>
M2: Clarify research topic and demonstrate an understanding of topic and relevance to wider research	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Identify the techniques and protocols to be used including feasibility and access to core facilities.</li> <li>▪ Methodological considerations.</li> <li>▪ Feasibility Report – identifying sources, access, Health and Safety aspects and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Term 3</li> </ul>
M3: Demonstrate the ability to produce work of the quality and quantity in order to complete a Masters by Dissertation.	<ul style="list-style-type: none"> <li>▪ Evidence that academic writing is of standard and ability expected at Masters by dissertation level, including adequate referencing and language skills.</li> <li>▪ Write critical literature review Formulate a critique of the Literature Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ By end of Term 3</li> </ul>
M4: Demonstrate work of the quality and quantity expected to be in a position to complete within one year	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic plan of work leading to submission</li> <li>▪ Produce 1 draft chapter</li> <li>▪ Report on research undertaken to date</li> <li>▪ Research completed (experimental, empirical and theoretical work, where relevant)</li> <li>▪ Produce supervisory panel report written in an appropriate subject specific style</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Supervisory Panel (Term 3)</li> </ul>
M5: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic completion plan (if required)</li> </ul>	<ul style="list-style-type: none"> <li>▪ By Supervisory Panel (Term 3)</li> </ul>
M6: Subject-specific milestones	<ul style="list-style-type: none"> <li>▪ <i>Present poster at Student Staff Research Conference</i></li> </ul>	



<p>Completion Year <b>(if needed)</b> M7: Clear evidence of progress towards submission</p>	<ul style="list-style-type: none"><li>▪ Completed final draft of thesis or sufficient chapters for supervisor(s) comments</li><li>▪ Completion year plan (if necessary)</li><li>▪ Evidence of progression to be considered at Supervisory Panel</li><li>▪ Oral presentation at Student Staff Research Conference</li></ul>	<ul style="list-style-type: none"><li>▪ By Supervisory Panel prior to submission</li></ul>
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The deadlines above are for full-time students. For part –time students term 1 equates to term 2, term 2 to term 4 and term 3 to term 6



### Appendix 1 - Progression Milestones for continuing PhD Physiotherapy Students

<b>Milestones</b>	<b>Criteria for progress</b>	<b>Deliverables</b>	<b>Deadline</b>
M1: Progress to Year 2 (or equivalent for part-time students)	A: Assess training needs and knowledge required to undertake research project and complete the thesis.	<ul style="list-style-type: none"> <li>▪ Training Needs Analysis to be completed.</li> <li>▪ Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Term 1 for full-time students; Term 2 for part-time students</li> <li>▪ By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>
	B: Choose/narrow down the research topic and demonstrate significance/impact of research.	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> <li>▪ Write central research problem/questions to be answered.</li> <li>▪ Methodological considerations.</li> <li>▪ Feasibility Report – identifying sources, access and ethical considerations</li> <li>▪ Create project plan, outlining objectives for each stage.</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	C: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> <li>▪ Create a detailed, realistic plan of work/timetable for Year 2.</li> <li>▪ Produce Supervisory panel report written in a clear and self-reflective style</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	D: Demonstrate work of the quality expected at the end of year 1.	3,000 word report – this may be a first draft of the research proposal or other piece of work.	By Supervisory panel in Term 3 for full-time students; Term 6 for part-time students.
	E: Demonstrate involvement in School-wide Research activities as expected at the end of year 1.	Poster presentation at the School's Student Staff Research Conference	At the School's Annual Conference (summer term).
	F: Demonstrate knowledge of Ethics and Research Governance approval	Decisions have been made regarding which ethics and research governance approvals	By Supervisory panel in Term 3 for full-time students; Term 6 for part-time students.

	processes	are required.	
M2: Confirmation	A: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> <li>Critical Literature Review (where relevant)</li> </ul>	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	B: Demonstrate the ability to produce work of the quality and quantity in order to complete within the four year maximum period.	A 10,000 word document that evidences that academic writing is of standard and ability expected at PhD level, including adequate referencing, critical evaluation/discussion and language skills.	By Confirmation Board (Term 4 for full-time students; Term 7 for part-time students)
	C: Demonstrate the ability to communicate appropriately to lay and expert audiences as expected in year 2.	A 10 minute oral presentation of the proposed research outlining progress to date.	At the Confirmation Board (Term 4 for full-time students; Term 7 for part-time students).
M3: Progress from Year 2 to Year 3 (or equivalent for part-time students)	A: Review training needs and knowledge required to continue with research project and complete the thesis.	<ul style="list-style-type: none"> <li>Training Needs Analysis to be reviewed.</li> <li>Attend Proficio courses and plan for further courses to attend, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Term 4 for full-time students; Term 7 for part-time students</li> <li>By end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> <li>Produce at least 30% of thesis in draft form</li> <li>Report on research undertaken to date (3,000 word report)</li> </ul>	By end of year Supervisory panel (Term 6 for full-time students; Term 12 for part-time students)
	C: Review significance and impact of research and articulate output.	<p>For example:</p> <ul style="list-style-type: none"> <li>Deliver workshop</li> <li>Present research to students and staff at seminars/conferences</li> <li>Write journal articles</li> </ul>	By end of year Supervisory panel (Term 6 for full-time students; Term 12 for part-time students)
	D: Demonstration of effective project management through the setting of research goals and prioritisation of	<ul style="list-style-type: none"> <li>Create a detailed, realistic plan of work/timetable for Year 3.</li> <li>Produce Supervisory panel report written in a clear and self-</li> </ul>	By end of year Supervisory panel (Term 6 for full-time students; Term 12 for part-time students)

	activities.	reflective style	
	E: Demonstrate involvement in School-wide Research activities as expected at the end of year 2.	Poster presentation at the School's Student Staff Research Conference	At the School's Annual Conference (summer term).
M4: Progress from Year 3 (or equivalent for part-time students) to Completion Year	A: Ability to reflect on skills and knowledge development and its application to the research project	<ul style="list-style-type: none"> <li>Training Needs Analysis reviewed</li> </ul>	By end of year Supervisory panel (Term 9 for full-time students; Term 18 for part-time students)
	B: Demonstrate work of the quality and quantity expected at the end of Year 3 (or equivalent for part-time students)	<ul style="list-style-type: none"> <li>Research completed (experimental, empirical and theoretical work, where relevant i.e. all data has been collected)</li> <li>Produce 60% of thesis in draft form that supervisor(s) have judged to be of acceptable standard.</li> </ul>	By end of year Supervisory panel (Term 9 for full-time students; Term 18 for part-time students)
	C: Demonstrate ability to complete within the maximum period.	<ul style="list-style-type: none"> <li>Produce a realistic completion year plan.</li> <li>Produce Supervisory panel report written in a clear and self-reflective style</li> </ul>	By end of year Supervisory panel (Term 9 for full-time students; Term 18 for part-time students)
	E: Demonstrate involvement in School-wide Research activities as expected at the end of year 3.	Oral presentation at the School's Student Staff Research Conference	At the School's Annual Conference (summer term).
M5: During Completion Year	A: Clear evidence of progress towards submission	<ul style="list-style-type: none"> <li>Completed final draft of thesis for supervisor(s)/ Supervisory panel comment</li> </ul>	By interim Supervisory panel prior to submission/Term 2 of completion year (Term 11/12 for full-time students; Term 20/21 for part-time students)