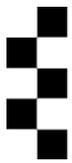


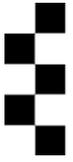
Essex Business School Standard Milestones for MPhil Students

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"> ▪ Training Needs Analysis to be completed. ▪ Attend Proficio courses and Insite workshops ▪ Regular attendance at department research seminars ▪ Plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ Term 1 for full-time students; Term 2 for part-time students ▪ By end of Term 3 for full-time students; Term 6 for part-time students
	B: Choose research topic and demonstrate significance/impact of research.	<p>Research Project Proposal, including (dependent on subject area):</p> <ul style="list-style-type: none"> ▪ Write central research problem/questions to be answered. ▪ Methodological considerations. ▪ Feasibility Report – identifying sources, access and ethical considerations ▪ Create project plan, outlining objectives for each stage. 	<ul style="list-style-type: none"> ▪ By first Supervisory Panel and RSPB (Term 1 for full-time students; Term 2/3 for part-time students)
	C: Demonstrate understanding of chosen topic within the context of the field.	Critical Literature Review (where relevant)	<ul style="list-style-type: none"> ▪ By end of year 1 SB and RSPB –(Term 3) for full-time students; ▪ By end of year 2 SB and RSPB – (Term 6) for part-time students.
	D: Demonstrate the ability to produce work of the quality and quantity in order to complete an MPhil within a maximum of three years	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. 	<ul style="list-style-type: none"> ▪ By end of year 1 SB and RSPB –(Term 3) for full-time students; ▪ By end of year 2 SB and RSPB – (Term 6) for part-time students.
	E: Demonstration of effective project management through	<ul style="list-style-type: none"> ▪ Create a detailed, realistic plan of work/ timetable for Year 2. 	<ul style="list-style-type: none"> ▪ By end of year 1 SB and RSPB –(Term 3) for full-time students;



	the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> Produce supervisory panel report written in a clear and self-reflective style 	<ul style="list-style-type: none"> By end of year 2 SB and RSPB – (Term 6) for part-time students.
--	---	---	---

Milestones	Criteria for progress	Deliverables	Deadline
M2: During Year 2 (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"> Training Needs Analysis to be reviewed. Attend Proficio courses and Insite workshops and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> Term 4 for full-time students; Term 8 for part-time students By end of Term 6 for full-time students; Term 12 for part-time students
	B: Demonstration of effective project management through the setting of research goals and prioritisation of activities.	<ul style="list-style-type: none"> Create a detailed, realistic completion plan. Produce Supervisory Panel report written in a clear and self-reflective style 	By Supervisory Panel (Term 4 for full-time students; Term 6 for part-time students)
	C: Demonstrate work of the quality and quantity expected for an MPhil at the end of Year 2 (or equivalent for part-time students)	<ul style="list-style-type: none"> Research completed (empirical and theoretical work, where relevant) Produce sufficient draft chapters/papers Produce Supervisory Panel report written in a clear and self-reflective style Present research to students and staff at seminars/conference 	By Supervisory Panel (Term 4 for full-time students; Term 6 for part-time students)
		<ul style="list-style-type: none"> Completed final draft of thesis for supervisor(s)/supervisory panel comment 	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)



If Required: M3: request to enter Completion Period	A: Clear evidence of progress towards submission	▪ Timeline of work needing to take place before submission	Timeline agreed by Supervisory panel.
---	--	--	--