



Faculty of Science and Health: Standard Milestones for PhD Students (2018/19)

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 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/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"> ▪ 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. 	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"> ▪ Create a detailed, realistic plan of work/ timetable for Year 2. ▪ Produce supervisory panel report written in a clear and self-reflective style 	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"> • 3000 word annual report including plan with timeline • 10 minute presentation • Poster presentation at SRES conference 	By end of Term 3 for full-time students; Term 6 for part-time students
M2: Confirmation	A: Demonstrate understanding of chosen topic within the context of the field.	<ul style="list-style-type: none"> ▪ Critical Literature Review (where relevant) 	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 three year standard PhD period (six years for part-time students).	<ul style="list-style-type: none"> ▪ Evidence that academic writing is of standard and ability expected at PhD level, including adequate referencing and language skills. 	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"> ▪ Literature review appropriate for central topic <ul style="list-style-type: none"> • Updated annual report • 10 minute presentation • Response to previous recommendations 	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"> ▪ Training Needs Analysis to be reviewed. ▪ Attend Proficio courses and plan for further courses to attend, as appropriate. 	<ul style="list-style-type: none"> ▪ Term 4 for full-time students; Term 7 for part-time students ▪ By end of Term 6 for full-time students; Term 12 for part-time students
	B: Demonstrate work of the quality and quantity expected at the end of Year 2	<ul style="list-style-type: none"> ▪ Produce 2 draft chapters/ papers ▪ Report on research undertaken to date 	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"> ▪ Deliver workshop ▪ Present research to students and staff at seminars/conferences ▪ Write journal articles 	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"> ▪ Create a detailed, realistic plan of work/ timetable for Year 3 which demonstrates the ability to submit within the three year standard PhD period (six years for part-time students). ▪ Produce supervisory panel report written in a clear and self-reflective style 	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"> • 3000 word annual report including plan with timeline • Oral presentation at SRES conference 	By end of year Supervisory Panel (Term 6 for full-time students; Term 12 for part-time students)
M4: Year 3 (or equivalent for part-time students)	A: Ability to reflect on skills and knowledge development and its application to the research project	<ul style="list-style-type: none"> ▪ Training Needs Analysis reviewed 	By the Term 7 progress panel for full-time students; Term 15 for part-time students
	B: Demonstrate work of the quality and quantity expected when nearing	<ul style="list-style-type: none"> ▪ Research completed (experimental, empirical and theoretical work, 	By the Term 7 progress panel for full-time students; Term 15 for

	submission	where relevant) <ul style="list-style-type: none"> ▪ Produce 4 draft chapters/ papers 	part-time students
	C: Clear evidence of progress towards submission	<ul style="list-style-type: none"> ▪ Completed final draft of thesis for supervisor(s)/ supervisory panel comment 	By interim Supervisory Panel prior to submission/Term 7/8 for full-time students; Term 15 to16 for part-time students)
	D: Subject-specific milestones	<ul style="list-style-type: none"> • Oral presentation at SRES conference 	By interim Supervisory Board prior to submission/Term 7/8 for full-time students; Term 15 to16 for part-time students)
If required: M4: Request to enter Completion period	A: Clear plan to submission	<ul style="list-style-type: none"> • Timeline of work needing to take place before submission • Submission date agreed 	Timeline agreed by Supervisory panel.