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| 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. | ▪ 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. | ▪ 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. | Research Project Proposal, including (dependent on subject area): | | ▪ 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) | | ▪ 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 the three year maximum period. | ▪ Evidence that academic writing is of standard and ability expected at MPhil level, including adequate referencing and language skills. | | ▪ 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 the setting of research goals and prioritisation of activities.

- 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 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.

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| 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. | ▪ Training Needs Analysis to be reviewed.  
▪ Attend Proficio courses and Insite workshops and plan for further courses to attend, as appropriate. | ▪ 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. | ▪ 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) | ▪ 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) |
|   | ▪ 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. |