

**Faculty of Science and Health - Life Sciences**  
**Standard Milestones for MPhil Students - 2019-2020 Entry**

| 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 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> |
|   | A1: Assess Health and Safety and ethics   | Consider Health and Safety and ethics of project  | <ul style="list-style-type: none"> <li>▪ Term 1 for full time students; Term 2 for part-time students</li> </ul>   |
|   | B: Clarify research topic and demonstrate an understanding of topic and relevant to wider research                      | Research Project Proposal, including (dependent on subject area): <ul style="list-style-type: none"> <li>• A brief description of the research topic</li> <li>• Present aims and hypotheses of your research project , together with an explanation of your approach</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Term 1 for full time students; Term 2 for part-time students</li> </ul>   |
|   | C: Knowledge and understanding of Literature  | <ul style="list-style-type: none"> <li>• 5000-10000-word Literature Review/Introduction to thesis</li> </ul>  | <ul style="list-style-type: none"> <li>• Start of Term 2 for full-time students; Term 4 for part-time students</li> </ul>  |
|   | 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 research plan and timetable which demonstrates the ability to submit within the two year standard MPhil period (four years for part-time students)</li> <li>• Produce a supervisory board report written in a clear scientific paper format and demonstrating critical reasoning</li> <li>• 5000-10000 word Literature Review/Introduction to Thesis (updated from second term submission)</li> <li>• Complete Thesis Chapter / Paper or two</li> </ul> | <ul style="list-style-type: none"> <li>• By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>   |

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|  |  | Draft Thesis Chapters / Papers (complying with the length / formatting as in Thesis guidelines)   |   |
|  | E: Subject-specific milestones   | <ul style="list-style-type: none"> <li>• Poster presentation at Graduate Forum</li> </ul>   | <ul style="list-style-type: none"> <li>• By end of Term 3 for full-time students; Term 6 for part-time students</li> </ul>  |
| 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"> <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 8 for part-times students</li> <li>• By end of Term 6 for full-time students; Term 12 for part-time students</li> </ul>  |
|  | B: Demonstrate work of quality and quantity expected at the end of Year 2                                  | <ul style="list-style-type: none"> <li>• Create a detailed realistic plan of work/timetable for Year 1 which demonstrates the ability to submit within the two year standard MPhil period (four years for part-time students)</li> <li>• 3000 to 5000 word Draft Thesis Chapter or Paper (developed from your First-year Annual Report)</li> <li>• Chapter-by-chapter thesis outline, highlighting sections that are complete, nearly complete, ongoing and planned</li> <li>• Either two complete Chapters or two Papers that are in draft (e.g. advances of those presented at your End-of-First-Year Board), in which case you should additionally provide a brief (~10-line) narrative</li> </ul> | <ul style="list-style-type: none"> <li>• Term 4 for full-time students; Term 8 for part-times students</li> <li>• Term 4 for full-time students; Term 8 for part-times students</li> <li>• Term 4 for full-time students; Term 8 for part-times students</li> </ul> |

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|   |   | indicating the advance since your last Board; or, a third results Chapter (draft or complete).   |   |
|   | C: Review significance and impact of research and articulate output | <p>For example;</p> <ul style="list-style-type: none"> <li>• Present research to staff and students at seminars/conferences</li> <li>• Updated Chapter-by-Chapter thesis outline, highlight sections that are complete, nearly complete, ongoing, and planned</li> <li>• One new (or heavily updated / improved) results Chapter ‘ Paper draft</li> <li>• Updated plan until the submission of thesis</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> </ul> |
|   | D: Subject-specific milestones                                      | <ul style="list-style-type: none"> <li>• Graduate Forum oral presentation</li> </ul>   | <ul style="list-style-type: none"> <li>• By Term 6</li> </ul>   |
| M3: If required: Request to enter Completion Period | A: Clear evidence of progress towards submission                    | <ul style="list-style-type: none"> <li>• Completed final draft for submission</li> <li>• Timetable of work needing to take place before submission</li> <li>• Submission date agreed</li> </ul>  | <ul style="list-style-type: none"> <li>• Timeline agreed by Supervisory board.</li> </ul>                                   |
|   | B: Subject-specific milestones                                      | <ul style="list-style-type: none"> <li>• Organise Graduate Forum</li> </ul>  |   |